



CITY OF GILLETTE

P.O. Box 3003 • Gillette, Wyoming 82717-3003

www.gillettewy.gov

City of Gillette Regional Water Panel Minutes November 8, 2023

PRESENT

PANEL MEMBERS	YES	NO
Bill Brewer (WWDC)		X
E. Loren Crain, Board Chairman	X	
Robert Hollander		X
Levi Jensen	X	
Ralph Kingan	X	
Don McKillop		X
Christopher Wooten		X
MEETING QUORUM	NO	

STAFF MEMBERS	YES	NO
Joff Pilon, Acting Utilities Director	X	
Howard Jones, Water Manager	X	
Joe Schoen, City Engineer		X
Matt Olsen (County)	X	
Katie Crisp, Admin Assistant	X	

I. Call Meeting to Order

The meeting was called to order at 12:14 pm.

II. Approval of Minutes (March 23, 2023 & August 17, 2023)

As there was not a quorum present, voting on approval of the meeting minutes was tabled for the time being.

III. Engineering Projects Updates (Joe Schoen, presented by Howard Jones)

Well Installation Project 2C:

Has been bid and bids opened last week. Anticipating the award to Prospect, a company from Montana. Startup projected for spring of 2024 with completion in the spring of 2025 due to 70+ week lead time on some electrical equipment. We are requesting an extension from funding source (WWDC), November 8, 2023.

Regional Water Ph 3: American Road et al

At 62% plans. WYDOT and R&R permits have been applied for with a 3-4 month turn around expected. We are anticipating advertising in spring 2024. Cost estimates are higher than previous years so potentially looking to bid and award the project around a WWDC meeting for getting some contingency funds from WWDC.

Regional Water Ph 4: Fox Ridge

Still at 49% plans due to continued negotiations with the developer Tom Civin. If the easements get signed this month, this project should be bit out right after Ph 3 project.

Regional Water Ph 5: Airport Extension

Currently at 27% plans. The City continues to verify if Hannum Road (north/south) is a County easement that will allow for a water main to go beside the road instead of adjacent property owners. The County doesn't believe they own an easement or ROW for Hannum Road. Multiple adjacent property owners have stated that they will not provide an easement for the water main without service taps along the transmission main. The City does not want to provide service taps for the easements so we are waiting for clarification from a title company on Hannum Road (north/south) ownership. Hannum Road (east/west) is the same. It might be this alignment will need to go up HWY 59 to the airport instead of Hannum Rd as proposed.

Regional Water Phase 6: Stroup MHP, Eagle Ridge Subd, and People's ISD

Professional services agreement is approved by funding source so in process of hiring Morrison Maierle to complete the design. This project is going on the fast track to bidding due to the funding from ARPA funds. This project needs to be awarded to the contractor before September 2024. Easements are a concern with the design based on past regional connections. The design will be completed as soon as possible to get the project awarded within the given timeframe.

Matt Olsen from the County did provide information on quite a few ways that they are working to make the regional water systems, subdivisions, etc. more efficient. They are providing funding and technical assistance from the 1% fund to assist in more uniform covenants and agreements in HOA and I&SD governance.

IV. Water Operations (Howard Jones)

Howard provided the panel with a copy of the Water Consumption Report for June-August of 2023. He specifically noted projected revenue being down approximately \$250,000 based upon current trends.

Levi Jensen opened discussion on the rate setting process, it was noted that Regional Water was included in the City's 3-year rate adjustment plan so there will be no action required for the Regional Water Panel in the foreseeable future.

Cathodic Protection coating anomalies on the 42" transmission line between Wyodak and Union Chapel Road, resulting in the need to install an additional rectifier and deep ground anode bed to provide additional DC current protection until repairs can be diagnosed and performed. Estimate received from MatCor for \$68,000.

Routine post peak pumping season activities related to maintenance, repairs, and winterization of facilities not used during the low flow season are being completed.

V. Next Proposed Meeting (TBD)

The meeting was adjourned at 12:48 pm

RESPECTFULLY SUBMITTED,



E. Loren Crain
Board Chairman



Ralph Kingan
Board Vice Chairman

DATE APPROVED: 2/15/2024

E.LC/kc

