



CITY OF GILLETTE

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City of Gillette Regional Water Panel Minutes April 15, 2025

PRESENT

PANEL MEMBERS	YES	NO
Bill Brewer (WWDC)		X
E. Loren Crain, Board Chairman	X	
Robert Hollander	X	
Levi Jensen	X	
Ralph Kingan, Board Vice Chairman		X
Don McKillop	X	
Charles "Pete" LeRoy	X	
MEETING QUORUM	Yes	

STAFF MEMBERS	YES	NO
Joff Pilon, Utilities Director		X
Howard Jones, Water Manager	X	
Joe Schoen, City Engineer	X	
Sam Proffer (County)	X	
Katie Crisp, Admin Coordinator	X	

I. Call Meeting to Order

The meeting was called to order at 12:00 pm by E. Loren Crain.

II. Approval of Minutes (January 7, 2025)

E. Loren Crain requested a motion to approve January 7, 2025, minutes. Charles LeRoy made a motion, seconded by Levi Jensen. All members voted Aye. Motion passed.

III. Engineering Projects Updates (Joe Schoen)

Well Installation Project 2C (Wells M13, M14, & M15):

Electrical equipment is expected to arrive in May 2025 and the full project projected completion is mid-July 2025.

Regional Water Ph 3: American Road et al
80% completion. Part of the project has been stalled due to soft soil in the area. Construction of the buildings has begun and is projected to be completed in summer 2025.

Regional Water Ph 4: Fox Ridge
90% completion. The project is under winter shutdown and is projected to start back up mid-May.

Regional Water Ph 5: Airport Extension
Currently waiting for 1 remaining easement. The City will move forward with the final design and advertise June 2025.

Regional Water Ph 6: Stroup MHP, Eagle Ridge Subd, and People's ISD
60% - 70% completion. Water main has been installed, and the building is starting to go up. Anticipated completion is mid-June 2025.

Regional Water Ph 7: Hoy Subd, and Countryside Subd
The City received a letter from Graceland Subdivision requesting emergency water service only. A water service agreement will need to be completed.

IV. Water Operations (Howard Jones)

The 1st Quarter 2025 Water Consumption Report was reviewed. The average potable water demand is increasing slightly.

Water Distribution is completing annual hydrant flushing; anticipated completion is mid-May. Howard noted that Cook Rd will be included in the flushing.

The Water Division is currently fully staffed.

EPA has reduced the frequency in monitoring status on DDBP2 (disinfection by-products) and VOC (volatile organic chemicals) due to low/no detection.

Fox Park monitoring station went to bid and came in at \$411k.

Pump Station #1 is nearing 100% and will be posted for bids. M9 and M10 VFDs (motor controls) are reaching end-of-life and will need to be upgraded to a drive with bigger cooling fans due to consistently higher summer temperatures.

The LCRR surveys are ahead of compliance with 2,700 remaining to inventory. The next round of additional rules and deadlines are 2027.

Loren Crane questioned if there would be a camera system to look at service lines. Howard Jones responded that Wyoming does not offer different options.

Howard Jones reviewed the designated service area map and noted that there have been interested developers West of Force Rd.


Sam Proffer commented that the County has also been getting inquiries. He inquired how the County can assist these developers. Howard Jones responded that the developers should have EPA/DEQ design standards. Joe Schoen indicated he is working on an SOP to assist with developer questions.

Levi Jensen opened discussion regarding Regional Water Rates and the FY2026 budget. Howard Jones indicated the budget factors in cast-iron pipes, main breaks, and street surfacing. He also noted that 2/3 of the over-time is City Distribution related. Regional rates will be tracked proforma in 2026 to see if rates need to be adjusted.

V. Next Proposed Meeting (TBD) – July 2025 (Send Survey for Optional Dates)

The meeting was adjourned at 12:42 pm

RESPECTFULLY SUBMITTED,



E. Loren Crain
Board Chairman

Absent

Ralph Kingan
Board Vice Chairman

DATE APPROVED: 2025-7-10

ELC/kac