

AGENDA FOR BOARD MEETING
City of Cheyenne Board of Public Utilities
Monday, October 18, 2021
Timothy E. Wilson Board of Public Utilities Administration/Engineering Building
1st Floor Conference Room, 2416 Snyder Avenue, Cheyenne, Wyoming
3:00 p.m.

IN ATTENDANCE:

Mary Guthrie	Matt Buelow
Matthew Pope	Kathy Kellner
John Edwards	Ashley Miller
Allan Cunningham	Frank Strong
Keith Zabka	Doug Calhoun
Brad Brooks	Erin Lamb
Clint Bassett	Elizabeth Lance

HEREWITH THE FOLLOWING:

Minutes of Board Meetings Held:
September 20, 2021 — Regular Meeting
Voucher List for Approval
Financial and Supplementary
Statement

1. ITEMS REQUIRING BOARD ACTION

- A. CONSENT AGENDA: (All agenda items listed with the designation of CA are considered to be routine items by the Board of Public Utilities and will be enacted by one motion. The design of the Consent Agenda is that there will be no separate discussion on these items unless a member of the board so requests, in which event, the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda.)
- B. CA Minutes/Meetings/Proclamations/Presentations:
1. Approve the Minutes of the Regular Board Meeting held September 20, 2021
 2. Sign the Minutes of the Regular Board Meeting held September 20, 2021
 3. Announcement of upcoming Regular Board meeting: Monday, November 15, 2021
 4. Introduction of Attendees at the Meeting
- C. Comments from Mayor/City Council
- 1.
- D. Old Business:
- 1.
- E. Financials:
1. Financial Statements as of Month-end September 30, 2021
 2. Vouchers:

09/30/2021	\$627,714.17	Utilities and Refunds
09/30/2021	580,468.38	Payroll
10/18/2021	418,617.27	Vouchers
 3. Investments of Cash: – 09/01/2021-09/30/2021

09/16/2021	\$1,600,000.00	Transfer from ANB Operating Account to Wyostar I Account
09/16/2021	\$400,000.00	Transfer from ANB Operating Account to Wyostar II Account

Staff's recommendation is to accept the financial statements as presented and to approve vouchers (included in the Board packet and if necessary distributed via email prior to the Board meeting) and investments of cash.

F. Request Board Action – Approval and Awards:

- CA

 1. Approve amendment to the chemical supplier contract with DPC Industries, Inc. to increase the rate for chlorine to \$0.4685 per pound.
- CA

 2. Approve entering into a lease agreement with the State of Wyoming, Department of Wyoming State Parks and Cultural Resources for the lands surrounding Granite, Crystal, Upper North Crow and Hynds Lodge.
- CA

 3. Approve release of retainage to Aztec Construction Co. Inc. in the amount of \$41,155.96 for Schedule 1 of the 2020 Sewer Rehabilitation Project, subject to the successful completion of W.S. 16-6-116 advertisement period.
- CA

 4. Approve release of retainage to Rocky Mountain Sand & Gravel in the amount of \$15,321.24 for Schedule 3 of the 2020 Sewer Rehabilitation Project, subject to the successful completion of W.S. 16-6-116 advertisement period.
- 5. Approve the updates to the Infrastructure Policies and Design Criteria as presented.
- 6. Approve BOPU Resolution as presented for a delegation agreement by and between the Wyoming Department of Environmental Quality and the City of Cheyenne Board of Public Utilities pursuant to Wyoming statute 35-11-304 (A) and designating the Engineering and Water Resources Division Manager as the Delegated Local Official.
- 7. Approve delegation agreement as presented by and between the Wyoming Department of Environmental Quality and the City of Cheyenne Board of Public Utilities pursuant to Wyoming statute 35-11-304 (A) and designating the Engineering and Water Resources Division Manager as the Delegated Local Official.

2. PROJECTS (Informational items only)

- A. Release of Retainage Status – Ashley Miller, Administration Manager
- B. Report on Agreements, Contracts, Easements, Assignments, Licenses, Etc. – Ashley Miller, Administration Manager

3. REPORTS (Informational items only)

- A. Director
 - 1. Report
 - 2.

- B. Administration
 - 1. Manager's Report
 - a. Weather & Drought Summary
 - 2.
- C. Engineering & Water Resources
 - 1. Manager's Report
 - 2.
- D. Human Resources
 - 1. Manager's Report
 - 2.
- E. Operations & Maintenance
 - 1. Manager's Report
 - 2.
- F. Water Reclamation
 - 1. Manager's Report
 - 2.
- G. Water Treatment
 - 1. Manager's Report
 - 2.

4. OTHER BUSINESS

- A. Presentation of FY2021 Audit; Shephinie Pickering – MHP
- B.

5. EXECUTIVE SESSION

- A. Legal Matters:
 - 1. Possible Litigation Matters
 - 2.
- B. Real Estate:
 - 1.
 - 2.
- C. Personnel Matters:
 - 1.
 - 2.