

BOARD OF PUBLIC UTILITIES  
CITY OF CHEYENNE, WYOMING  
**\*\*SUMMARY OF BOARD MEETING\*\***  
Monday, October 18, 2021  
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The Board of Public Utilities of the City of Cheyenne, Wyoming assembled this day at 3:00 p.m. in the 1<sup>st</sup> Floor Conference Room of the Timothy E. Wilson Board of Public Utilities' Administration/Engineering Building, 2416 Snyder Avenue, Cheyenne, Wyoming.

Present via In-Person/Electronic Conference were:

Mary Guthrie, President	Frank Strong, Engineering & Water Resources Manager
John Edwards, Member	Elizabeth Lance, Board Attorney
Keith Zabka, Member	Bryce Dorr, Capital Projects Supervisor
Allan Cunningham, Member	Lynn Butts, Accounting Supervisor
Brad Brooks, Director	Sarah Bargsten, Water Conservation Specialist
Matt Buelow, Water Reclamation Manager	Jason Land, Safety & Security Officer
Clint Bassett, Water Treatment Manager	Erin Lamb, Administrative/Public Affairs
Ashley Miller, Administration Manager	Pete Laybourn, Cheyenne City Council Member
Doug Calhoun, Operations & Maintenance Manager	Stephanie Pickering, MHP
Kathy Kellner, Human Resources Manager	Stephanie Boster, City Attorney

The Board approved by consent agenda:

- The minutes of the Regular Board Meeting held September 20, 2021.
- Amendment to the chemical supplier contract with DPC Industries, Inc. to increase the rate for chlorine to \$0.4685 per pound.
- 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.
- 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.
- 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.

The Board approved the financial statements for month-end September 30, 2021 as presented. The Board approved the vouchers for payment.

The Board approved updates to the Infrastructure Policies and Design Criteria as presented.

The Board approved the 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.

The Board approved the 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.

The Board meeting adjourned into Executive Session at approximately 4:25 p.m. to discuss possible litigation matters under Wyoming State Statutes W.S. 16-4-405(a)(iii) (Matters concerning litigation to which the governing body is a party or proposed litigation to which the governing body may be a party.) No action was taken during Executive Session.

The Board meeting Executive Session adjourned at approximately 4:45 p.m.