

AGENDA FOR BOARD MEETING
City of Cheyenne Board of Public Utilities
Monday, November 15, 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:
October 18, 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 October 18, 2021
 2. Sign the Minutes of the Regular Board Meeting held October 18, 2021
 3. Announcement of upcoming Regular Board meeting: Monday, December 20, 2021
 4. Introduction of Attendees at the Meeting
 5. Polo Ranch Request – Bruce Perryman, AVI
- C. Comments from Mayor/City Council
- 1.
- D. Old Business:
- 1.
- E. Financials:
1. Financial Statements as of Month-end October 31, 2021
 2. Vouchers:

10/29/2021	\$688,300.63	Utilities and Refunds
10/29/2021	561,118.29	Payroll
11/15/2021	70,833.53	Vouchers
 3. Investments of Cash: – 10/01/2021-10/31/2021

10/20/2021	\$1,500,000.00	Transfer from ANB Operating Account to Wyostar I Account
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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. Approval to allow the Director to enter a contract with an A+ provider that offers the most competitive rates. Rate comparisons and selection will be provided to Board Members at the December Board Meeting. This will allow open enrollment to begin at the end of November and first part of December to ensure a January 1, 2022 effective date.
- CA

 2. Approval for release of retainage to Aztec Construction Co. Inc. in the amount of \$441,755.19 for the 2020 Water Rehabilitation Project, subject to the successful completion of W.S. 16-6-116 advertisement period.
- CA

 3. Approval for the Director to sign the Outside User Agreement with Dean Bryne, contingent on the City of Cheyenne City Council Approval.
- 4. Approval for the reimbursement payment to Tru-Grit in the amount of \$1,157,065.82 for the Allison Draw South Interceptor Project, Manhole A-1 through A-6.
- 5. Approval to enter into a service agreement with Thermo Electron North America LLC for maintenance services on the IC and ICP-MS for \$31,900.39 per year for 3 years conditional upon legal approval of the terms and conditions in the service agreement.
- 6. Approval to submit letter to the Wyoming Water Development Office regarding an agreement to purchase municipal water per Wyoming permit No. 609R Pathfinder Dam and Reservoir.

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.
- B.

5. EXECUTIVE SESSION

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