

AGENDA FOR BOARD MEETING  
City of Cheyenne Board of Public Utilities  
Monday, July 18, 2022  
Timothy E. Wilson Board of Public Utilities Administration/Engineering Building  
1<sup>st</sup> Floor Conference Room, 2416 Snyder Avenue, Cheyenne, Wyoming  
3:00 p.m.

IN ATTENDANCE:

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

HEREWITH THE FOLLOWING:

Minutes of Board Meetings Held:  
June 21, 2022 — 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. Minutes/Meetings/Proclamations/Presentations:

- CA
1. Approve the Minutes of the Regular Board Meeting held June 21, 2022
  2. Sign the Minutes of the Regular Board Meeting held June 21, 2022
  3. Announcement of upcoming Regular Board Meeting: Monday, August 15, 2022
  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 June 30, 2022
2. Vouchers:

06/30/2022	\$ 93,585.26	Utilities & Refunds
06/30/2022	\$ 588,564.95	Payroll
06/30/2022	\$ 1,177,840.34	Vouchers
3. Investments of Cash: – 06/01/2022-06/30/2022

06/29/2022	\$1,000,000.00	Transfer from ANB Bank 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. Approve listed items as salvage items and allow items to be auctioned or bid per Wyo. Stat. §15-1-112. In the case no bids for any item(s) are received the item(s) may be disposed of as salvage.
- CA

 2. Approve and authorize the Director to sign the Common Water and Sewer Services Agreement with Michael Randall, Cheyenne Regional Medical Center, and Cheyenne Frontier Days, contingent on approval by the Board's attorney.
- CA

 3. Approve amending the existing service agreement with Ameri-Tech HVAC Services to extend the contract term for one year.
- 4. Approve and award the DCWRF Headwork Gates Replacement Project to Velocity Constructors in the amount of \$639,432.00 subject to the immediate execution of a change order to remove bypass pumping from the bid, resulting in a revised contract amount of \$268,610.00.
- 5. Approve amending the existing chemical supplier agreement with Thatcher Chemical Company for soda ash at the rate of \$0.18 per pound for a term of 3 months.
- 6. Approve amending the existing chemical supplier agreement with Chemtrade for ferric sulfate at the rate of \$0.2145 per pound for a term of 3 months.
- 7. Approve and award the Sun Valley Pressure Zone Expansion Project Design to T-O Engineers in the amount of \$93,299.50 and approve budget transfers as presented.
- 8. Approve and award the FY2023 Sewer Rehab Project Design to Benchmark Engineers in the amount of \$148,802.00 and approve budget transfers as presented.

2. PROJECTS (Informational items only)

- A. Release of Retainage Status
- B. Report on Agreements, Contracts, Easements, Assignments, Licenses, Etc.

3. REPORTS (Informational items only)

- A. Director
  - 1. Report
  - 2.

- B. Administration
  - 1. Manager's Report
    - a. Water Conservation Report
  - 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. Ironhorse Development Presentation – Casey Palma

5. EXECUTIVE SESSION

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