

AGENDA FOR BOARD MEETING
City of Cheyenne Board of Public Utilities
Monday, April 17, 2023
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	Clint Bassett
Matthew Pope	Matt Buelow
John Edwards	Doug Calhoun
Keith Zabka	Erin Lamb
Brad Brooks	Elizabeth Lance
Brad Bowen	

HEREWITH THE FOLLOWING:

Minutes of Board Meetings Held:
March 20, 2023 – Regular Meeting
April 3, 2023 – Work Session
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 March 20, 2023 |
| CA | 2. Approve the Minutes of the Work Session held April 3, 2023 |
3. Sign the Minutes of the Regular Board Meeting held March 20, 2023
 4. Sign the Minutes of the Work Session held April 3, 2023
 5. Announcement of upcoming Employee Meeting: Thursday, April 20, 2023
 6. Announcement of upcoming Work Session (Council): Friday, April 21, 2023
 7. Announcement of upcoming Special Board Meeting: Monday, April 24, 2023
 8. Announcement of upcoming Regular Board Meeting: Monday, May 15, 2023
 9. 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 March 31, 2023
2. Vouchers
3. Investments of Cash: – 03/01/2023-03/31/2023
None

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 amending the chemical supplier agreement with Chemtrade for ferric sulfate for an additional three (3) months at the current rate of \$0.227 per pound.
- CA

 2. Approve amending the contract with DPC Industries Inc. for chlorine gas for an additional three (3) months at the current rate of \$0.7985 per pound or \$1,597 per ton.
- CA

 3. Approve the Director to sign the MOU with CLCGISC, granting the BOPU access to the resources available from the ESRI Small Municipal and County Government Enterprise Agreement.
- 4. Approve applying for funding not to exceed \$400,000 and the included resolution.
- 5. Approve changes to the competitive bidding/quotes approval limit within the Board's Purchasing Policy which comply with the newly approved *Improvement Contract Requirements-Amendment (SF0164)*: Amended requirements for contracts and purchases of public improvements.
- 6. Approve the Director to sign the agreement for Lease of Water for Exchange between PacifiCorp and Cheyenne Board of Public Utilities.
- 7. Approve the Director to sign the SCIA for the City of Cheyenne Board of Public Utilities – Little Snake Basin via Seminoe Reservoir and Glendo Reservoir Project subject to UCRC, Wyoming States Engineers Office, and Board Attorney approval.
- 8. Approve the listed transfers from WRF Hydraulic Capacity to facilitate the purchases of the needed bio-solids equipment. This will leave \$306,000.00 for the improvements at the Crow Creek Water Reclamation Facility.
- 9. Approve Change Order Number One for the Dual Fuel Conversion Sherard Generator.

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
- 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
 - a. Industrial Pretreatment Program Report
 - 2.
- G. Water Treatment
 - 1. Manager's Report
 - 2.

4. OTHER BUSINESS

A.

5. EXECUTIVE SESSION

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