

City of Cheyenne Board of Public Utilities
****Special Board Meeting Minutes****
Monday, April 29, 2024
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IN ATTENDANCE (In-Person/Electronic Conference):

Allan Cunningham, President
Keith Zabka, Secretary
Mary Guthrie, Member
John Edwards, Member
Jeff Fassett, Member
Brad Brooks, Director
Brad Bowen, Administration Manager

Matt Buelow, Water Reclamation Manager
Clint Bassett, Water Treatment Manager
Frank Strong, Eng. & Water Resources Manager
Todd Hepworth, Operations & Maintenance Manager
Kathy Kellner, Human Resources Manager
Elizabeth Lance, Attorney, Lance & Hall
Erin Lamb, Admin/Public Affairs Coordinator

The Special Board Meeting for the Board of Public Utilities was called to order by Allan Cunningham, President, at approximately 3:00 p.m. Monday, April 29, 2024.

Brad Brooks, Director, reported on and answered questions regarding the request to approve the Water and Sewer Enterprise Fund Budget for Fiscal Year 2025.

A motion was made by Mary Guthrie and seconded by John Edwards to approve Resolution 2024-01: Adopting Revised Water Rates to be Charged to Users of the Cheyenne Water System. The motion carried.

A motion was made by Keith Zabka and seconded by John Edwards to approve Resolution 2024-02: Adopting Revised Sewer Rates to be Charged to the Users of the Cheyenne Sewer System. The motion carried.

A motion was made by Jeff Fassett and seconded by Mary Guthrie to approve Resolution 2024-03: Approving Water and Sewer Connection Fees, System Development Fees, Pump Station Development Fees and Related Fees. The motion carried.

A motion was made by John Edwards and seconded by Keith Zabka to approve Resolution 2024-04: Approving Revised Administrative Fees, Service Charges and Penalties. The motion carried.

A motion was made by Mary Guthrie and seconded by John Edwards to approve Resolution 2024-05: Adopting Revisions to the Septic Waste Dump and Commercial Septic Waste Dump and Commercial Waste Rates. The motion carried.

A motion was made by Keith Zabka and seconded by John Edwards to approve Resolution 2024-06: Approving the Appropriation of Monies for Various purposes in conducting business for the water and sewer departments of the city of Cheyenne. The motion carried.

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A motion was made by Jeff Fassett and seconded by Mary Guthrie to approve Resolution 2024-07: Designating and Authorizing Depositories for Public Funds of the Board of Public Utilities. The motion carried.

A motion was made by John Edwards and seconded by Keith Zabka to approve pay ranges, job titles, and the pay plan as presented. The motion carried.

The Special Board meeting adjourned at approximately 3:35 p.m.

Allan Cunningham, President

Keith Zabka, Secretary