

AGENDA FOR BOARD MEETING  
City of Cheyenne Board of Public Utilities  
Monday, August 19, 2024  
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:

Allan Cunningham	Kathy Kellner
Keith Zabka	Todd Hepworth
Mary Guthrie	Matthew Buelow
John Edwards	Clint Bassett
Jeff Fassett	Erin Lamb
Brad Brooks	Elizabeth Lance
Brad Bowen	
Frank Strong	

HEREWITH THE FOLLOWING:

Minutes of Board Meetings Held:  
July 15, 2024 – 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 July 15, 2024
  2. Sign the Minutes of the Regular Board Meeting held July 15, 2024
  3. Announcement of Regular Board Meeting: Monday, September 16, 2024
  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 July 31, 2024
2. Vouchers
3. Investments of Cash: – 07/01/2024-07/31/2024  
7/18/2024            \$4,000,000.00            WyoStar I            Available Cash

Staff 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 and authorize the director to sign an all-inclusive HVAC service and maintenance agreement for the Sherard Water Treatment Plant with Climate Control, LLC in the amount of \$31,350, or \$7,837.50 each quarter and term of 1 year. – *Clint Bassett*
- CA 2. Approve release of retainage to Coblaco Services, Inc. in the amount of \$31,449.47 for the Floc Tank 2 Rehabilitation (2023WPR01) project, subject to the successful completion of W.S. 16-6-116 advertisement period. – *Clint Bassett/Brett Davis*
3. Approve and authorize sole source purchase of four Leopold Universal Type S Underdrains systems for \$691,200 and authorize transfer of \$500,000 from account 199-9220-86069 Construction Work in Progress Backwash Pumps to 199-9220-80010, Construction Work in Progress Special Water Projects. – *Clint Bassett*
4. Approve the 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. – *Brad Brooks*
5. Approve the award to Creston Water Solutions in the amount of \$572,600 for the equipment procurement contract for the Sherard WTP Sodium Hypochlorite Conversion Project. – *Brad Brooks/Clint Bassett*

3. REPORTS (Informational items only)

- A. Director
  1. Report
  - 2.
- B. Administration
  1. Manager's 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. Fluoride Presentation & Discussion – *John Edwards, Board Member*

5. EXECUTIVE SESSION

- A. Legal Matters:
  - 1. Possible Litigation
  - 2.

- B. Real Estate:
  - 1.
  - 2.

- C. Personnel Matters:
  - 1.
  - 2.