

**High Meadow Ranch Water District  
Board Meeting  
November 16, 2023  
Meeting began at 6:00 PM**

**Location:** Richard Smythe Wellhouse, 165 Sauk Trl, Boulder, WY 82923

**Attendance:** Cory Gale, Glenn Whicker, Laura Whicker, Richard Smythe, Rand Rhodes  
Guests: Kolter Booth, Dustin Ensminger

**Minutes:** Rand motioned to approve the October 19, 2023 meeting minutes. Richard 2<sup>nd</sup>. All in favor  
Laura motioned to approve the Bid meeting minutes. Richard 2<sup>nd</sup>. All in favor.  
Laura motioned to approve the Bid Opening meeting minutes. Richard 2<sup>nd</sup>. All in favor.  
Glenn motioned to approve the Streamline Web Design meeting minutes. Laura 2<sup>nd</sup>. All in favor.

**Water Operator/Engineer Report:**

**Water Testing:** Water tests came back good. No issues.

**Usage:** In October, 1.03 million gallons of water were used. The current average flow rate is 23 GPM.

**Maintenance Log:**

There have been 2 water turn-offs. The booster pumps have been greased. There have been eight 811 requests. Maintenance for all equipment is up to date.

**SCADA:** Generator will be connected in December 2023.

**Financial Report:**

**Presentation of Bills:** Rand presented the checks and invoices needing double signatures.

**Bank and Financial Statements:** Rand went over the statements. Richard motioned to transfer \$60,811.63 from the general account to the loan repayment account. Cory 2<sup>nd</sup>. All in favor.

**New Business:**

**Rate Study and Fees:** Add to December 2023's agenda.

**Phase III Bid Awarded:** It is 38 weeks out for meter pits. Kolter went over the bids. Kolter recommended Wilson Brothers to be awarded the Phase III bid. Rand motioned to award the project of Phase III bid to Wilson Brothers pending the SRF approval. Cory 2<sup>nd</sup>. All in favor.

**EPA Submittal for Tank Inspection:** Dustin completed this task.

**Streamline Web Design:** Streamline was discussed. Rand suggested we investigate other web design companies. Streamline will give the Board another presentation in the March 2024 monthly meeting.

**Motion to Adjourn:** Rand motioned to adjourn the meeting. Richard 2<sup>nd</sup>. All in favor. Meeting ended at 6:57 PM.

Next meeting will be December 21, 2023.

Respectfully submitted,

Laura Whicker, Secretary

Glenn Whicker, President