

**High Meadow Ranch Water District**  
**Board Meeting**  
**September 19, 2024**  
**Meeting began at 6:01 pm**

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

**Attendance:** Laura Whicker, Glenn Whicker, Rand Rhodes, Richard Smythe, Cory Gale  
Guests: Trista Coble, Dustin Ensminger, Ella Spagnuolo, Jim Mitchell with Sublette County Emergency Management, Teresa Van Buren with Black Mountain Software, Curtis Wells

**Minutes:** Rand made a motion to approve the August 2024 minutes. Richard 2<sup>nd</sup>. All in favor

**Black Mountain Software:** Teresa Van Buren returned via Teams to give another overview of their software. The software can do different rate codes. They can also do tiers with multiple layers. This company only sells the software and does not do the billing. We can print the bills ourselves or have it outsourced.

**Water Operator/Engineer Report:**

**Water Testing:** All tests came back good.

**Usage:** In August, the subdivision used 2.16 million gallons of water. The current average flow rate is 48 GPM.

**Maintenance Log:** Sixteen 811 tickets for this month. There were 4 water turn-offs and 1 water turn-on.

**Storm Damage to Well House:** Siding was damaged in the last storm on the well house. The PLC and pressure transducer was also damaged. The PLC is the brains of the SCADA system. Rand made a motion to purchase one each PLC of \$3115 each for a total of approximately \$7500 with shipping. Richard 2<sup>nd</sup>. All in favor – Laura (nay) / Glenn, Rand, Richard, Cory (aye). Motion passed.

Glenn will contact White Mountain Drilling on the transducer.

**Phase III Update:** Ella gave an overview of what is going on in construction. Wilson Bros. is staying on track with the next roads to have service installed is Osage, Neosha, Merrimac and then Arapaho.

**Pay Requests:** Glenn and Richard signed paperwork for the new pay requests.

**Financial Report:**

**Presentation of Bills:** Rand passed out checks for double signatures and went over the invoices being paid.

**Transfer of Money:** Laura made a motion to move \$1054.87 from the operating account to the loan repayment account. Cory 2<sup>nd</sup>. All in favor.

**Bank/Financial Statements:** Rand went over the statements.

**New CD:** This will be discussed in October's meeting. Rand will check into a High Yield Savings as well.

**Old Business:**

**Rate (Cost) Study and Fees:** Trista presented to the Board the rates for Sublette County in Pinedale. The Board and Trista went over the findings.

**New Business:**

**Ballots:** With mills no longer making #14 envelopes, the State is going to create a new design for smaller envelopes. Unfortunately, the Board will have to throw out any extra #14 and #12 envelopes to meet the new State requirements in 2 years.

Bulk SMS – Sending messages via text: Jim Mitchell with the Sublette County Emergency Management Program came to the meeting to discuss what he could provide to the homeowners of the High Meadow Ranch Subdivision. While in the meeting, he sent out a text to all homeowners signed up to the program that the Boil Water Notice has been lifted. He offered hand-outs for those in the subdivision that would like one.

Curtis Wells: Curtis attended the meeting to let the Board know that Wilson Bros. has put stuff and trash on his property, and they have removed dirt from his property as well. The Board will have Wilson Bros. get the stuff and trash removed and bring back dirt to his property.

**Motion to Adjourn:** Rand motioned to adjourn the meeting. Richard 2<sup>nd</sup>. All in favor. Meeting ended at 8:46 pm.

The next meeting will be October 17, 2024, at 6 PM.

Respectfully submitted,

Laura Whicker, Secretary

Glenn Whicker, President