



Casper Alcova Irrigation District

Regular Board Meeting –June 14, 2022

June 14, 2022, at noon the board of commissioners meeting was called to order by Ron Richner, President. Attending the meeting were Mike Sutton Treasurer, Paula Stewart Secretary, Bob Butler Board Member, Ric Herman Board Member, Len Camp Board Member and Drew James, District Manager. Jason Gutierrez, Vic Backus, Burt Andreen, Wes Hiser and Russ Schoonover were also attending.

The minutes from May 10, 2022, the Regular Board Meeting were reviewed by the board. Bob mentioned that Page 1, public comment where it says “pond” replace with “stilling well”. And the word “We” should be replaced with Tim. Bob pointed out that CAID did not move the pond. Bob asked about Page 4 line 5. Liner called rock check -it was decided to take out phrase. Bob and the board discussed Page 6 – under Old Business; “Mr. Jay” should be replaced with Jay Smith. The board told Paula to strike # 3, as Drew mentioned that he would be going over it in his report. The minutes will need to be corrected and reviewed for approval at the next meeting.

The minutes from the May 17, 2022, Special Board Meeting were reviewed. Ric asked about the discovery of the wash-out, in the minutes it states the wash-out was found on top of the weir, Ric let the board know that it was found on the South wing wall, instead of the top of the weir. Ric let Paula know it needed to be corrected and the washout needed to be listed as discovered on the South wing wall. The minutes will need to be corrected and reviewed for approval at the next meeting.

The Special Board Meeting Minutes were reviewed by the board. Bob made a motion to accept the June 8, 2022, Special Board Meeting Minutes. Ric second the motion. The Special Board Meeting Minutes for June 8th were approved.

Financials: Ron Richner reported the current balances in the Operating account \$191,199.23, Casper Betterment \$36,797.21, Savings \$ 20,155.31, Payroll \$ 1,439.09, Assessment Savings \$ 611,034.78, and Petty cash \$278.98. Bob asked if it was current. Ron answered yes. The board reviewed the financial reports. Bob made a motion to accept the Treasurer report. Len second it. The treasurer’s report was approved.



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Public Comment: Vic Backus: Vic stated that he was there to answer any questions the board had about the encroachment permit. Vic asked the board if CAID wanted to leave the headgate as is or take it out and move it. Drew answered that if it is not leaking to leave it where it is, Drew went on to say he could not delegate time right now to move the head gate, Drew told Vic he can move it if he wants to. Vic told the board that he was just asking what the board wanted. Drew told him he could use that headgate. Ric made a motion to approve the encroachment for Vic Backus. Bob second the motion. Vic Backus encroachment was approved.

Burt Andreen and Wes Hiser: Burt told the board that they were attending the meeting to explain the plans for an improvement for the irrigation on the Hiser 2 Subdivision formerly the Tree farm. He brought a map of the current Hiser 2 Subdivision. Burt told the board there was a 12” line from the existing building that came from the large pivot that has been sold. Burt explained that would be connected to an 8” line then the line would extend to the three lots each which will be provided with a 6# valve and meter. Drew asked what would they plan to do if a landowner bought and forfeited their irrigation acres. Wes told the board the subdivision has covenants that do not allow trailers. Drew asked if they had a watermaster. Burt asked Wes if he had a watermaster. Wes replied that he would be acting watermaster until the lots were sold. Burt told the board they wouldn’t be able to receive water until they are connected. Burt asked if the watermaster would be doing the ordering of water. Drew explained that he will be requiring all the subdivisions submit a water distribution plan, that way we can keep track of water usage of each landowner in the subdivisions. Burt told the board they were planning to start installing the pipe and meters next week. Drew asked about drainage for the irrigation water. Drew mentioned that there was a stipulation that there was no flood irrigation. The board made sure that Wes and Burt had a set of current water policies. Drew explained that we would be distributing the policies to the new subdivision landowners.



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Jason Gutierrez: Jason told the board that he has a copy of the budget and had some questions. Drew made an appointment with Jason for June 15, at 8am to go over the budget. Jason requested a copy of the audit and the monthly meeting packet to be emailed to him.

Jason mentioned that he is on the Natrona County Zoning and Planning commission and discussed the tail water in the Waterman Simple Subdivision 2, Don Hollandsworth at the May 10th meeting. Jason told the board that the last meeting his board discussed the drainage of the irrigation water coming from the Tony Jensen's place and questioned Don Hollandsworth how CAID was handling it. Jason explained that Don Hollandsworth assured the commission that he would take care of the tail water and clean out the ditch to CAID's satisfaction. He went on to say we should be hearing from Don Hollandsworth. Jason explained that the CAID board can require an easement across there to get to the drain.

Russ Schoonover, Water master Vista West 2- Russ asked if the repairs on the 15 Ft Weir was completed or is it a temporary fix. Russ asked why it wasn't fixed last year when the problem first started. Ric answered there was a new problem this year that was found after the water was in the ditch. Ric answered that CAID feels it is ok at this point. Russ explained that he is on Lateral 256 and has been the water master for eleven water users. He went on to say that when they don't get the water, they ordered they become irate. Russ asked why a landowner must pay the irrigation district assessments and he doesn't have a ditch to his property, and he can only get water by dropping a pump in the ditch. Ric told the board and Russ that anyone in that situation that has questions should come to the board meeting and address the board about it. Ron told Russ that it was the subdivision's responsibility to provide a ditch for the landowner. Ron mentioned that the developer that subdivided the property should have straightened it long time ago. Jason asked if there was an easement for the ditch. Russ answered there was one along the drain ditch. Jason explained that it would be interesting to look at the plat and see if there was dedicated easement to supply the water to that ditch, he went on to say that if there was an easement then there was a mechanism for the subdivision to get him water.



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Office Report: Paula Stewart

1. Budget- Paula updated the board that the Budget hearing will be held on July 8, 2022, at 3 pm in Rm 2B at the Natrona County Court house. There was public notice in Casper Star Tribune that gave the date, time, and place of the upcoming budget hearing. The notice ran June 5th and will run again on June 15th, 2022. Paula invited everyone to attend.

2. Storm- Paula told the board that we are completely using Storm and are only using RimRoc for reference. Paula told the board that Ken has built the meter report and is working the water usage statement. So far it is still going good, Paula told the board that she lets Ken know the report that she is needing, and he builds it. Ric asked if they would be able to order water on the website.

3. Mission Statement- Paula told the board Matthew Brown, IT tech, told her that he was waiting on a mission statement for the website. Drew wrote a mission statement that she shared with the board. It is “To efficiently deliver water to the district’s water user, while conserving water and improving the district for future generations.” Paula asked the board for suggestions and to approve the mission statement. Bob asked if the website would have information monthly? Paula answered that we would be putting current information on the website periodically.

4. Assessments- Paula told the board there was \$35,646.31 overdue assessments and overdue notices were going out this week. Ron asked if it was the same landowners as we had last year. Drew asked if any of them were tied up in court. Paula answered no.

5. Swearing in of Len Camp as a board member- Paula swore in Len Camp.

Ron asked if we were going to have a newsletter. Paula told Ron she would work on it this week.

Ric made a motion to approve the Office report. Len second the motion and the motion carried.



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District Manager's Report: Drew James- Drew gave the board a recap of the meeting June 11, 2022, with Jay Smith at Wyoming Water Development (WWD); we have been approved for the level 1 study; it is approximately 500 -800 thousand dollars to do the study. Drew explained in the meeting they went over the scoping and will have a full scoping report of everything the district wants to see in the level 1 study, then we will go to a project meeting, but we are waiting for the scope of involvement to be submitted from the contractors. Drew explained Oct. 1st will be holding the selection of the consultants in Cheyenne, WY. Then April 1st will be the notice to proceed. Drew told the board the application to the notice to proceed is 13 months, this cannot change due to the schedule of the Select Water Committee. Drew explained that by going through this process this will help CAID with a new GIS system and will look at a Scada upgrade for the automation system. We will have an onsite visit from the contractors that are interested in the first part of August. The WWD will give us a short list of three contractors, when it goes to the selection process CAID will have a seat at the table which will be one vote out of five to pick the contractor, which will carry a lot of weight with the contractor since CAID will be working collaboratively with the contractor selected. System Assessment and Inventory- Drew told the board that we are planning to systematically organize the maps and drawings so that CAID can turn them over to the contractor that is selected in April for the GIS system, they are going to pay special attention to seepage and other losses throughout the canal and each lateral. Drew told the board he has requested a detailed outline from the contractor for the Scada, so not only upgrading the current automation system but also adding in any other site that they might deem necessary for measuring purposes. WWD is setting the scoping parameters, Drew told the board CAID will have a meeting to discuss any changes and approve the parameters. Drew explained that along with this study the contractor will provide an economic analysis of the project payment. This will consist of evaluating the crops that are grown here and then looking at the assessments, then the projects throughout the district will be prioritized. After the level one study, then will be the level 2 study that will be the engineering and planning and level 3 will be the final construction, which we will be getting the grant for. Ric asked how long this will take? Drew told the board that we are 3-4



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years from any WWD grant and construction project, unless we do a home brew study which has been done for the 15 FT weir and was submitted June 1, 2022. Drew told the board that WWD is looking at pushing this through and if so, we would start construction on the new weir WWD in the fall of 2023. Bob asked about what percentage CAID would need to come up with. Drew answered there were a couple of scenarios, one scenario is that we pay 33% with a 67% match from WWD, and the another is we would pay 33% out of a SLIB Loan or any other type of loan, which USDA loan was at 8% interest, which they will require a rate increase to cover insurance for the loan. Len asked what the structure would cost. Drew answered that it was \$750,000. Drew went on to say that there were two different drawings; one was \$750,000 and the other was \$748,000. Drew mentioned that one concern on the home brew study is the rapid inflation of materials, when we did get the grant, we would not have the spending power to fix it when construction begins. Drew told the board he was working with WWC Engineering to look in to Equip Funds through NRCS to help with the 33%, also a meeting on June 15, with the Bureau of Reclamation (BOR) to discuss a water-smart grant, they have come up with 8.5 million extra in grants. Drew explained hopefully he can write a grant that covers the 33%. Drew told the board the drawings cost \$14,000 and the drawings from TSC the engineering contractor for the BOR was requesting around \$50,000 for the same drawings.

Drew told the board the Mini Excavator is down; we are purchasing parts for the repairs costing \$582.00 so that we can get it running as soon as possible. Drew told the board he and Tony Jensen are working on the work order system back online and tracking all the work needing to be done.

Sub-lateral pipeline 210, by the Ashbaugh house is cracked on top and water leaking on the ground. There is no way to isolate the line, it will have to be a fall project. Ric asked where 210 was located. Drew answered by Twelve-mile Road. Drew told the board on Lateral 218, Brady let him know that Larry Cole graded the road and took off approximately 3 foot off the ditch bank where it is even with the water level. Brady sent pictures of the headgate and it is not fully submerged.

Dave North- Drew asked the board if they are still standing to remove the structure, it is about 1.5 ft higher than the drain. Drew told the board he had confirmation from the BOR to remove the structure. Drew told the board that he was double checking with the board if there were any changes.



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Lateral 102 overflow- Drew told the board he was in contact with Worthington Lenhart & Carpenter Engineers (WLC) on the Lateral 102 project and one of the contentions was the substantial completion date that Western Plains Logistics, LLC (WPL) wanted to have signed, coming from Jason Myers to move the substantial completion date from the April 12th to May 5th. Changes the liquid damages to \$34,000, our overages in engineering charges were roughly \$30,000. As a good faith effort, we made the change from to get some cooperation from WPL, after they found out what the liquid damages were after the change, they are still fighting it. The next step is litigation, Drew explained that he was working with the State on it as it was state funded, that we use a state attorney in the litigation so CAID will not incur any legal fees. We would still pay for the extra engineering and the extra blading of the roads, currently WPL has not fixed the easements. Drew discussed the gates that they installed and how they were crooked.

Lateral 128 seeping- Drew told the board water was seeping through the ditch below ground level by Trappers Route by the siphon 102. Drew told the board that he walked out there and there was a 50 ft span where it was wet and then after that it started running water.

Water Orders- Drew explained 24 hours on and off Issue, is a problem, previous CFS and demand CFS, they seldom match the previous day, because of water users coming on and off. Drew read an example, of the difference between two days was almost 60 CFS. Drew explained that it is a lot of water we would need to catch. Drew suggested running the canal a day before delivery. Ric recommended going to a 48 hr. (2day) notice for orders on and off. Drew mentioned that he was working with Mark Warner and Caleb Kull from Rocky Mountain Communications on the automation. The only automation not functioning is Lateral 102. Drew told the board he ran Scada with Mark, everything was in view of the repeater on the tower, all they need to work on is getting them to communicate. 4 sites with new communicating modules will cost \$ 1,012. Each. for a new radio interface. Poison Spider, 4890, South Casper Creek check is holding flows automatically for two weeks now. To be able to see the changes when the water hits will help catch the water.

Seminole Pump Storage project-Drew told the board that there is a meeting scheduled for June 15, 2022, at 2:30pm here. We have received the Memorandum of Understanding (MOU) draft to review, Cory is reviewing it now and plans to



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write one to compare for any discrepancies. Drew mentioned he just received it and hasn't had a chance to review it. The attitude between State Engineer and R-Plus is good, and they are looking for a way to describe the water right and how to transfer the water temporarily, the transfer won't work in this type of use because the water never leaves the system, CAID will have it available to use. Drew explained that the state engineer would go with a Re-regulation as our state has not done this type of water transfer. They are looking at the Colorado and Idaho water law to see how they handle the transfers.

Equipment:

Trailers- Drew let the board know that we are needing a trailer for the backhoe to pull behind the dump truck. Drew told the board that Ric described the trailer, asking price \$10,000. The trailer has electric brakes with dual tandem axels and is a pendle hitch.

Vehicle- Drew told the board one of the F-150 pickups will need an engine replacement. Bob mentioned an approximate price of replacement of \$ 9,000. The board discussed trading in two vehicles and purchasing a newer model pickup. Bob made a motion to accept the Manager's report. Len second the motion, the report was unanimously accepted.

District Reports:

District 1- Ron Richner: Ron told the board that Lateral 57 the concrete ditch fell in, CAID put a 24" pipe in it to fix it, to be able to run water. Otherwise, everything is quiet.

District 2- Len Camp: No report yet.

District 3-Robert Keith: Robert resigned from the Board June 14, 2022.

District 4- Bob Butler: Bob told the board his area has been pretty quiet. Ric asked if the valve was fixed on Shaw's place. Drew answered yes.

District 5- Ric Herman: Ric told the board just the leaky headgate on Casper Creek. He told the board there needed to be a drain at the end of the canal.



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OLD BUSINESS-

1. Don Pavack – Drew told the board NRCS reflagged where the pipe was to be placed, the new system is working well. Bob asked if the meter was put back. Drew answered yes.
2. City of Casper Contract- Drew told the board that he was in contact with the State Engineer, he was told they have not heard from the City of Casper, the State Engineer was trying to set up a meeting with City of Casper, BOR and CAID which has not happened. Drew told the board the fact there is an existing contract between the BOR and City of Casper they will be charged more for the water. Drew told the board there is an Executive meeting scheduled today with Keith Burron.

NEW BUSINESS:

1. Ric made a motion to set a 48 hour on and off orders mandatory. Discussion on how to get notice out to all the landowners. There was a suggestion that the notification listed in the newsletter and on the monthly statement and the first of July the new 48-hour order time will be in effect. Len mentioned that the policy will need to be amended. Drew mentioned that he was hoping to have the website operational by the end of the month. Bob second Ric's motion. The motion passed unanimously.
2. Automation- Drew told the board about the Check structures and he was going to look at the way Goshen took out checkboards so that they can monitor the flow better.
3. Watermaster Agreement- Drew asked Russ Schoonover if he felt the Watermaster Agreement needed to be revised and updated. Russ discussed the current agreement and that he won't sign it.



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4. Ric felt that in new construction and projects should have a provision in the contract for the water to go or drain if they must shut off. Drew told the board that he was looking at granting for Measuring Devices.

Ric made a motion to adjourn the meeting 2:48pm.

Respectfully submitted.

A handwritten signature in black ink, appearing to be "Ron Richner", written over a horizontal line.

Ron Richner, President

A handwritten signature in black ink, appearing to be "Paula Stewart", written over a horizontal line.

Paula Stewart, Secretary