



WYOMING WATER DEVELOPMENT COMMISSION

**WWDO REGULAR MEETING:
Water Development Office
6920 Yellowtail Road | Cheyenne, WY
Downstairs Conference Room
Wednesday, March 15, 2023**

Meeting Minutes

1. Chairman Mark Kot called the meeting to order at 8:30 a.m.
2. The pledge of allegiance was recited.
3. **Recognition of Members Present to Establish Quorum** – Secretary Liisa Anselmi-Dalton

Commission Attendance:

Mark Kot, Chairman
Ron Kailey, Vice-Chairman
Liisa Anselmi-Dalton, Secretary
Robert “Bob” Choma – Virtual
Leonard “Lee” Craig
Clinton Glick
Todd Hoese
John Lawson
Dennis Pince
Larry Suchor

Advisor Attendance:

Patrick Kent, Attorney General’s Office
Greg Kerr, University of Wyoming

4. **Election of Officers**

A motion was made by Commissioner Liisa Anselmi-Dalton to nominate Commissioner Ron Kailey as Chairman; seconded by Commissioner Larry Suchor; motion carried unanimously. A motion was then made by Commissioner Larry Suchor to nominate Commissioner Liisa Anselmi-Dalton as Vice Chairman; seconded by Commissioner Ron Kailey. Motion carried unanimously. A final motion was made by Commissioner John Lawson to nominate Commissioner Lee Craig as Secretary; seconded by Commissioner Liisa Anselmi-Dalton. Motion carried unanimously.

5. **Approval of Minutes**

- December 6, 2022 WWDC Regular Meeting Minutes: Vice-Chairman Liisa Anselmi-Dalton moved to approve the minutes of the December 6, 2022 Regular Meeting. Chairman Ron Kailey seconded the motion; Motion carried unanimously.

6. Planning Closeout Memos

- *Big Horn Regional Transmission, Level II Study*

Project Manager Jay Smith briefly reviewed the Big Horn Regional Transmission, Level II Study closeout memo.

A motion was made by Secretary Lee Craig to move acceptance of the Big Horn Regional Transmission Level II Study project report as being complete and further, the WWDC makes the following findings relative to this project:

1. That the Commission recommend:
 - Proceeding to Level III of project development upon the submittal of an appropriate funding application by the sponsor.
2. Based on the findings in the final report, the project is determined to be in the public interest.
3. The project functions and services cannot realistically be provided by any person, association or corporation engaged in private enterprise.

Commissioner John Lawson seconded the motion: motion carried unanimously.

- *Highland Irrigation District Master Plan, Level I Study*

Barry Lawrence, Deputy Director of Planning presented the closeout memo for the Highland Irrigation District Master Plan, Level I Study on behalf of Julie Gondzar, Project Manager who was unable to attend.

A motion was made by Chairman Ron Kailey to move acceptance of the Highland Irrigation District Master Plan, Level I Study project report as being complete and further, the WWDC makes the following findings relative to this project:

1. That the Commission recommend:
 - Proceeding to the next Level of project development upon the submittal of an appropriate funding application by the sponsor.

Commissioner Larry Suchor seconded the motion; motion carried unanimously.

- *Hoback River Watershed, Level I Study*

Mabel Jones, Project Manager, provided an overview and closeout memo on the Hoback River Watershed, Level I Study.

A motion was made by Vice-Chairman Liisa Anselmi-Dalton to move acceptance of the Hoback River Watershed, Level I Study project report as being complete and further, the WWDC makes the following findings relative to this project:

1. That the Commission recommend:
 - Proceeding to the next Level of project development upon the submittal of an appropriate funding application by the sponsor.

Commissioner Bob Choma seconded the motion; motion carried unanimously.

7. Planning Project Amendments

- *Alkali Creek Reservoir Final Design, Amendment Two*

Interim Director Jason Mead provided an overview of the Alkali Creek Reservoir Final Design, Amendment Two. He proposed a one-year time extension to the existing contract with Trihydro Corporation and an increase to the total Contract dollar amount to \$2,806,400.00. He stated that this is due to unforeseen challenges as well as unanticipated cost increases.

Vice-Chairman Liisa Anselmi-Dalton moved to approve Amendment Number Two for the Alkali Creek Reservoir Final Design, extending the contract date through December 31, 2024 and to increase the total contract dollar amount to \$2,806,400.00. The motion was seconded by Commissioner John Lawson; motion carried unanimously.

- *Alkali Creek Reservoir Third-Party NEPA Contractor Services, Amendment Three*

Interim Director Jason Mead briefly summarized the Alkali Creek Reservoir Third Party NEPA Contractor Services, Amendment Three. He proposed a two-year time extension to the existing contract with SWCA, Incorporated.

Secretary Lee Craig moved approval of Amendment Number Three to the Alkali Creek Reservoir Third Party NEPA Contractor Services to extend the term of the Contract through June 30, 2025. Commissioner Larry Suchor seconded the motion; motion carried unanimously.

- *Little Snake River Valley Water Supply, Level II, Phase II Study, Amendment One*

Chace Tavelli, Project Manager briefly discussed the Little Snake River Valley Water Supply, Level II, Phase II Study, Amendment One. He proposed a 6-month time extension to the existing contract with Stantec Consulting Services Inc., due to data collection delays and a late discovery of a pipeline alignment issue.

Commissioner John Lawson made a motion to approve Amendment Number One to the Little Snake River Valley Water Supply, Level II, Phase II Study to extend the contract through December 31, 2023. Vice-Chairman Liisa Anselmi-Dalton seconded the motion; motion carried unanimously.

- *New Fork Lake Dam Enlargement, Level II Study, Amendment Three*

Interim Director Jason Mead provided information regarding the New Fork Lake Dam Enlargement Level II Study, Amendment Three. He proposed a two-year time extension to the existing contract with RJH Consultants, Inc. and added that the time extension amendment is necessary due to delays in completing the NEPA analysis and the time required to complete the remaining scope of work.

Commissioner Clinton Glick moved approval of Amendment Number Three to the New Fork Lake Dam Enlargement, Level II Study to extend the term of the contract with RJH

Consultants, Inc. through June 30, 2025. Secretary Lee Craig seconded the motion; motion carried unanimously.

- *Silver Lake Dam Rehabilitation, Level II Study, Amendment One*

Interim Director Jason Mead provided a brief summary of the Silver Lake Dam Rehabilitation, Level II Study, Amendment One. He proposed a two-year time extension to the existing contract with K & E Engineering, Inc., D/B/A/ Rio Verde Engineering.

Commissioner Clinton Glick moved approval of Amendment One to the Silver Lake Dam Rehabilitation, Level II Study to extend the term of contract through June 30, 2025. Commissioner John Lawson seconded the motion; motion carried unanimously.

8. 2023 Level I and II Planning Project Contracts

Level I Projects – New Development

- Glendo Water Master Plan
- Newcastle Water Master Plan
- Orchard Valley Water Master Plan
- Ranchester Water Master Plan
- Wardwell Water Master Plan

Level II Projects – New Development

- CWRWS Well Field Study
- GR/RS/SC JPWB Eastside Zone Study

Level I Projects – Rehabilitation

- Casper Alcova ID Master Plan
- Goshen ID Master Plan
- Sidon ID Master Plan
- Tillard Canal Master Plan

Level II Projects – Rehabilitation

- Cody Canal Rehabilitation
- Greybull Valley ID Upper Sunshine Outlet Works Rehabilitation
- Lakeview ID Rehabilitation
- Shoshoni GW Supply & Transmission
- Willwood ID Rehabilitation

Interim Director Jason Mead provided a quick summary of the 2023 Level I and II Planning Contracts indicating that approval of these contracts marked the culmination of a 13-month planning project funding approval and consultant selection process.

Vice-Chairman Liisa Anselmi-Dalton moved approval of the 2023 Level I and II Planning Project Contracts. Commissioner Larry Suchor seconded the motion; motion carried unanimously.

9. Small Water Project Program – Funding Applications

Program Manager Jodie Pavlica reviewed the Account I and Account II 2023 Small Water Project Program funding applications (67 projects) submitted by the Sponsors.

Chairman Ron Kailey moved to approve the Small Water Project Program funding applications for Account I. Commissioner Clinton Glick seconded the motion; motion carried unanimously.

Commissioner Clinton Glick moved to approve the Small Water Project Program funding applications for Account II. Commissioner Larry Suchor seconded the motion; motion carried unanimously.

The Commission then went back to agenda item #8, 2023 Level I and II Planning Project Contracts and amended approval of the contracts to be contingent on SF 96 Omnibus Water Bill – Planning & Administration being signed into law by the Governor. Vice-Chairman Liisa Anselmi-Dalton made the motion and Commissioner Larry Suchor seconded; motion carried unanimously.

10. UW Water Research Program

- UW Water Research Program MOU

UW Office of Water Programs Director and Administrator of the Water Research Program, Mr. Greg Kerr, reviewed the Memorandum of Understanding (MOU) between the Water Development Commission and the University of Wyoming. He discussed the Water Research Program and the two projects contained in the MOU. The two projects include:

- *“Evaluating toxicity of harmful cyanobacterial blooms in Wyoming Lakes and Reservoirs”*
- *“High resolution upland and riverbank erosion monitoring to inform best management practices that seek to reduce sediment accumulation at the Willwood Dam”*

Commissioner Clinton Glick moved approval of the UW Water Research Program MOU contingent upon SF96 being signed into law. Secretary Lee Craig seconded the motion; motion carried unanimously.

11. Colorado River Basin MOA Budget Modification

Interim Director Jason Mead explained that the Wyoming Water Development Office (WWDO) received a request from the Bureau of Reclamation (BOR) for additional funding to complete construction for the Big Sandy Reservoir Enlargement Project. The estimated increase of \$1,417,000 was due to a protest that took place after the award of the project in April 2021 delaying the start of construction by 6 months. During this period, construction costs such as cement, rebar, diesel fuel, trucking and labor increased dramatically. Eric Robison from the Bureau of Reclamation further explained.

Vice-Chairman Liisa Anselmi-Dalton moved to approve the Colorado River Basin MOA Budget Modification in the amount of \$1,417,000. Chairman Ron Kailey seconded the motion; motion carried unanimously.

12. 2023 Construction Project Agreements – Account I

- Happy Valley Water Transmission and Storage 2023
- Sheridan Northeast Transmission Main Extension 2023
- South End Water Users ISD Pipeline 2023

Commissioner Clinton Glick made a motion to approve the 2023 Construction Project Agreements from Account I. Commissioner Larry Suchor seconded the motion; motion carried unanimously.

13. 2023 Construction Project Agreements – Account II

- CAID Lateral 256 Drop Structure 2023
- Enterprise WID Calvert Lateral 2023
- Goshen ID 56.0 Pipeline Phase I 2023
- Heart Mountain ID Lateral R4S 2023
- Interstate I&R ID Canal Phase III 2023
- Lakeview ID Rock Creek Siphon 2023
- Midvale ID Wyoming Canal Phase I 2023

Commissioner Clinton Glick made a motion to approve the 2023 Construction Project Agreements from Account II. Commissioner Dennis Pince seconded the motion; motion carried unanimously.

14. 2023 Construction Project Amendments – Accounts I, II, & III

- Arapahoe Pipeline and Tank
- Broken Wheel Ranch Water Supply 2017 (Time Extension)
- Cottonwood Irrigation District Transmission Pipeline 2020
- Dry Creek Irrigation District Pipeline Replacement 2022 (Time Extension)
- Ethete Water Supply (Time Extension)
- Gillette Regional Extensions 2017 (Time Extension)
- Gillette Regional Extensions Phase IV – 2018 (Time Extension)
- Glenrock Transmission Pipeline 2020 (Time Extension)
- GR/RS/ SC JPWB Pump Station 2019 (Time Extension)
- Goshen ID Tunnel Rehabilitation 2022
- Lander Storage Tanks and Pump Station 2019
- Leavitt Reservoir Expansion
- Melody Ranch Water System Improvements 2018 (Time Extension)
- Middle Piney Dam Reconstruction (Time Extension)
- Riverton Valley Irrigation District Rehabilitation 2018 (Time Extension)
- Shoshone Irrigation District Rehabilitation 2019
- Shoshone Irrigation District Improvements 2021
- Sidon Irrigation District Sidon Canal 2020
- Torrington Well Connection 2021 (Time Extension)

Vice-Chairman Liisa Anselmi-Dalton moved to approve the 2023 Construction Project Amendments from Accounts I, II & III. Commissioner Todd Hoeser seconded the motion; motion carried unanimously.

15. Construction Project Closeout Memos

- Dry Creek ID Rehab 2019
- Etna Tank 2019
- GR/RS/SC JPWB Raw Water Reservoir

Bill Brewer, Deputy Director of Construction provided information regarding the three Construction Project Closeout Memos.

16. Other Items Requiring Commission Action

There were no other items requiring Commission action.

17. Discussion

Commissioner Larry Suchor asked for clarification as to the approval process and roles of the Legislature, Select Water Committee (SWC), and the Wyoming Water Development Commission. (WWDC). Interim Director Jason Mead explained that the Legislature approves the funding available for individual projects. Anything over \$5,000 requires review and recommendation of the Select Water Committee, with actual contract approval falling within the realm of the Wyoming Water Development Commission (WWDC).

Commissioner Mark Kot reminded the Office that there is interest in having a presentation on the Gillette wells project at a subsequent Commission meeting.

Chairman Ron Kailey expressed disappointment in some of the sponsors not coming to the meeting to support their projects, especially those locally.

Commissioner Clinton Glick asked Jodie Pavlica, Small Water Project Program Manager that she include a column on her list of Small Water Projects to include an estimate of how many individuals each project benefits. Commissioner Liisa Anselmi-Dalton echoed these sentiments. Much discussion ensued regarding “Public Benefits”. Also discussed was the need to revisit the eligibility of center pivots under the Small Water Project Program.

18. Future Meetings Schedule

May 10-11, 2023 WWDC/SWC Workshop and Joint Meeting.

19. Adjourn

Commissioner Larry Suchor motioned to adjourn the meeting of the Water Development Commission at 11:35 a.m. Commissioner Dennis Pince seconded the motion; motion carried unanimously.

Respectfully submitted,

Lee Craig, Secretary