



# CITY OF GILLETTE

www.gillettewy.gov

## ADMINISTRATION

PHONE 307-686-5203

### MEMORANDUM

**TO: Mayor and Members of the City Council**

**FROM: Michael Cole, City Administrator**

**RE: General Information**

**DATE: October 11, 2024**

The following meetings are scheduled for the week of **October 12-18, 2024**

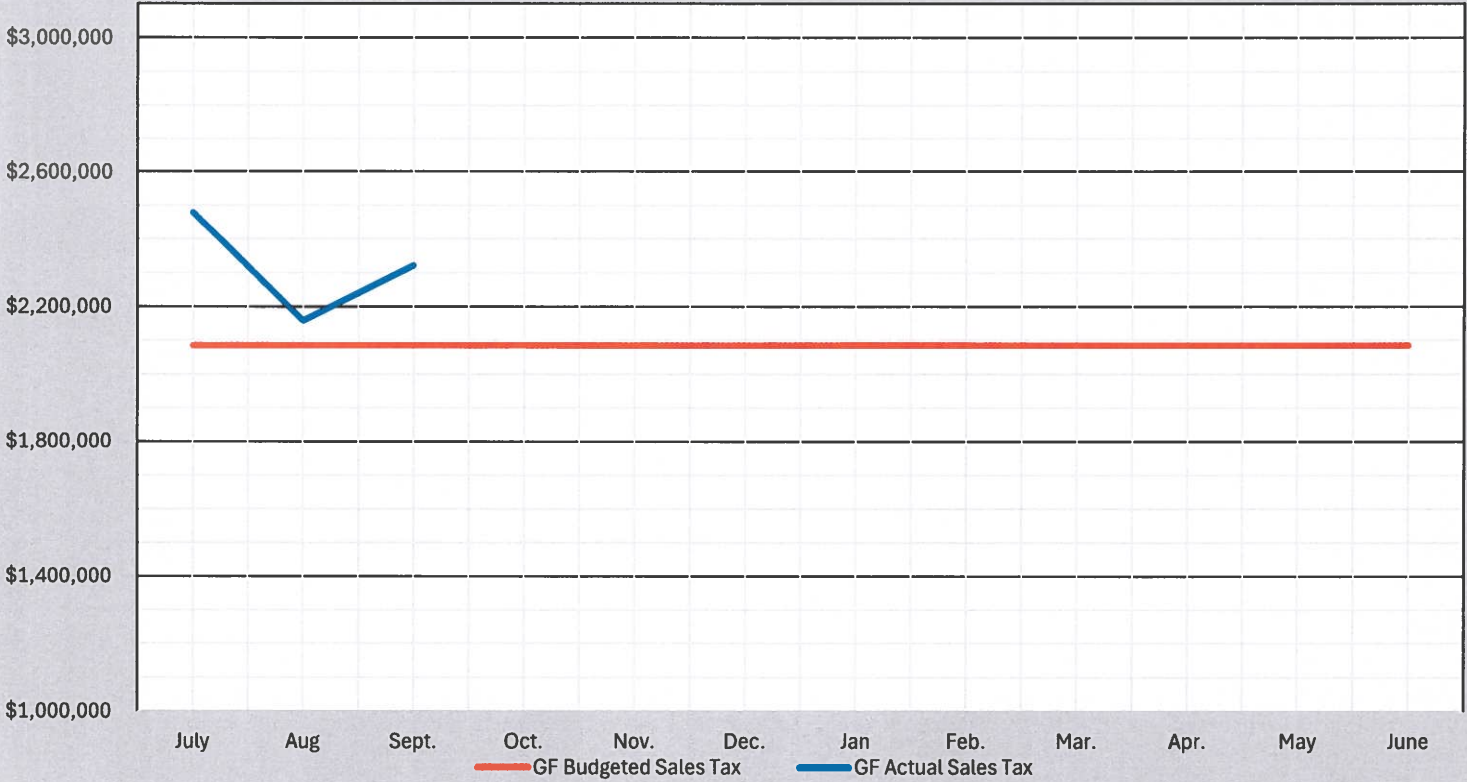
#### **Tuesday, October 15th**

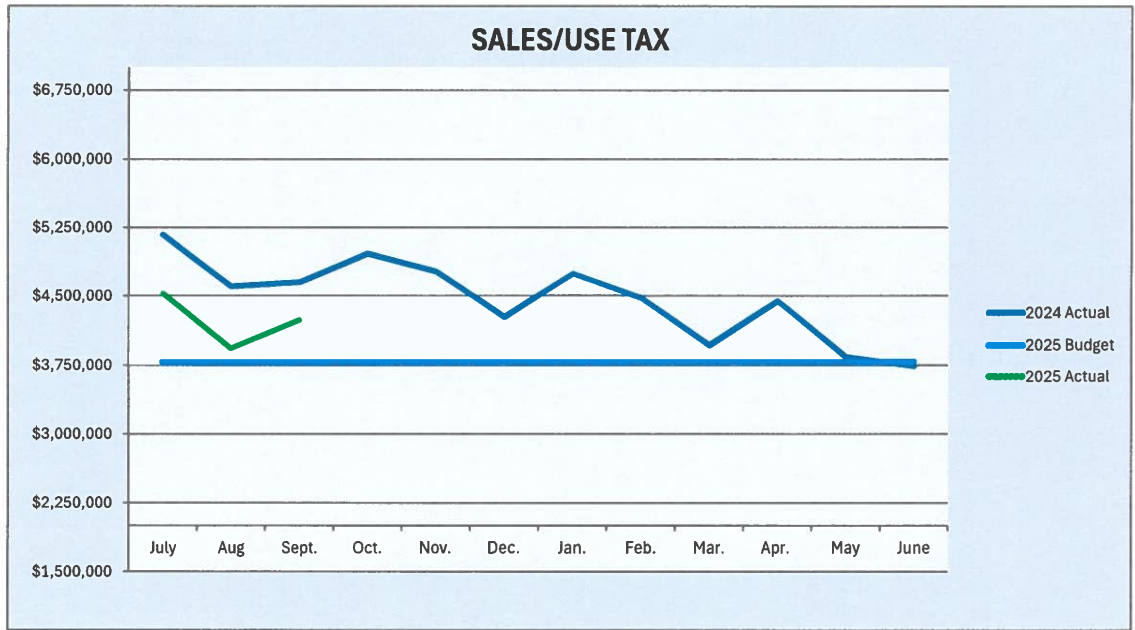
**6:00 p.m. City Council Meeting, Council Chambers**

1. Attached please find **current sales tax data** provided by **Finance Director Henderson**.
2. Attached please find an **agenda** dated **October 9, 2024** and **meeting minutes** dated **September 11, 2024** for the **Gillette, Wright, Campbell County Fire Protection Joint Powers Board** provided by the **Campbell County Fire Department**.
3. Attached please find an **agenda** dated **October 10, 2024** and **meeting minutes** dated **September 12, 2024** for the **Campbell County Public Land Board** provided by **Cam-Plex**.
4. Attached please find a **flyer** regarding **Board Training** provided by **Campbell County**.
5. Attached please find an **EPA Region 8 Wyoming Drinking Water Monthly Newsletter** dated **October 2024** provided by the **EPA Region 8 Drinking Water Unit**.

MHC/adw

GENERAL FUND SALES TAX ACTIVITY-FY 2024/25





	FY 2024 ACTUAL	FY 2025 ACTUAL	% CHANGE
July	\$5,169,664	\$4,518,629	-12.59%
Aug	\$4,601,351	\$3,934,945	-14.48%
Sept.	\$4,645,317	\$4,233,315	-8.87%
Oct.	\$4,963,895		-100.00%
Nov.	\$4,767,077		-100.00%
Dec.	\$4,266,059		-100.00%
Jan.	\$4,737,713		-100.00%
Feb.	\$4,472,572		-100.00%
Mar.	\$3,965,933		-100.00%
Apr.	\$4,434,981		-100.00%
May	\$3,841,032		-100.00%
June	\$3,737,301		-100.00%
<b>TOTAL</b>	<b>\$53,602,895</b>	<b>\$12,686,889</b>	<b>-76.33%</b>

FY24 YTD	\$14,416,332	-12.00%
FY23 YTD	\$13,281,344	-4.48%
FY22 YTD	\$9,264,228	36.94%
FY21 YTD	\$7,672,758	65.35%

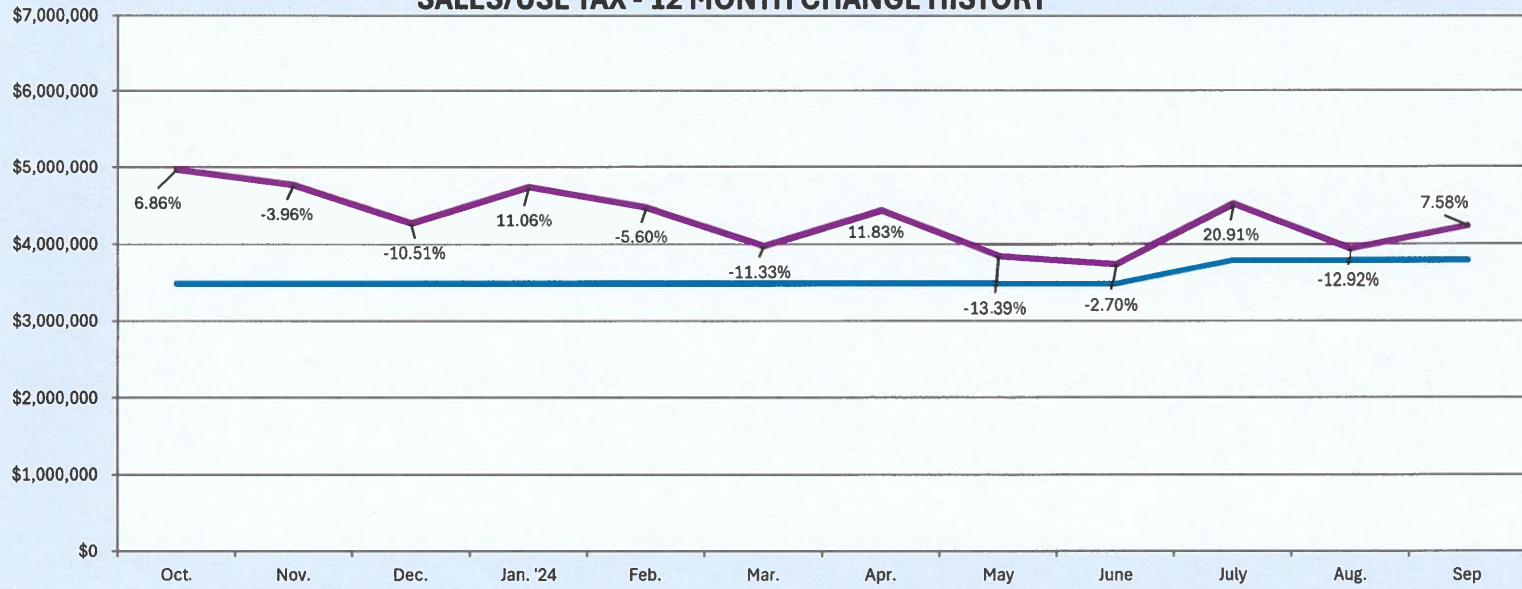
YEAR TO DATE SALES TAX RECEIPTS (SEPTEMBER):

FY 2023	FY 2024	FY 2025
\$13,281,344	\$14,416,332	\$12,686,889

YTD BUDGET  
\$11,363,750

% Over/(Under) Budget: 11.64%

### SALES/USE TAX - 12 MONTH CHANGE HISTORY





Gillette, Wright, Campbell County Fire Protection  
Joint Powers Board of Directors  
October 9, 2024

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Gillette, Wright, Campbell County  
Fire Protection Joint Powers Board of Directors  
October 9, 2024  
5:30 p.m.  
Station 1 Community Room

**ATTENDANCE**

Board Members:

_____ Bill Sims-Chair	_____ Tim Carsrud
_____ Jeff Boardman -Vice-Chair	_____ Tricia Simonson
_____ Trent Jones-Sec/Tres	_____ Nathan McLeland
_____ Morgan Malkowski	

INVITED STAFF MEMBERS:

_____ Fire Chief Jeff Bender	_____ Deputy Chief JR Fox
_____ Division Chief Ryan Fox	_____ Director of Finance Juli Pierce
_____ Admin Assistant Laura Luchsinger	

\_\_\_\_\_

\_\_\_\_\_

INVITED GUESTS:

_____ Joe Hallock (Stevens, Edwards, Hallock, P.C.)
_____ Butch Knutson (County Commissioner & Liaison to the Fire Board)

\_\_\_\_\_

\_\_\_\_\_



Gillette, Wright, Campbell County Fire Protection  
Joint Powers Board of Directors  
CALL TO ORDER/INTRODUCTIONS/ADDITIONS & DELETIONS  
October 9, 2024

## 1. CALL TO ORDER

The Meeting was called to order at \_\_\_\_\_ hours  
by \_\_\_\_\_.

## 2. PLEDGE OF ALLEGIANCE

## 3. WELCOME AND INTRODUCTIONS

Guests:

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## 4. AGENDA APPROVAL

### 4.1 Business Additions and Deletions

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Gillette, Wright, Campbell County Fire Protection  
Joint Powers Board of Directors  
CALL TO ORDER/INTRODUCTIONS/ADDITIONS & DELETIONS  
October 9, 2024

**4.2 Approve the Agenda** 🌀

**4.3 Approve the Amended Agenda (if needed)** 🌀

## **5. PUBLIC COMMENTS**





Gillette, Wright, Campbell County Fire Protection  
 Joint Powers Board of Directors  
 PUBLIC COMMENTS/CONSENT AGENDA/MINUTES  
 October 9, 2024 – Discussion/Approval

**6. CONSENT AGENDA APPROVAL ITEMS:**

**6.1 Regular Board Meeting Minutes**

**CAMPBELL COUNTY JOINT POWERS FIRE BOARD  
 September 11, 2024  
 MEETING MINUTES  
 STATION 1 COMMUNITY ROOM**

**ATTENDANCE:** Bill Sims, Tricia Simonson, Tim Carsrud, Nathan McLeland, Morgan Malkowski, Trent Jones.

**ABSENT:** Jeff Boardman

**STAFF and GUESTS:** Fire Chief Bender, Dep. Chief JR Fox, Division Chief Ryan Fox, Joe Hallock; Attorney, Juli Pierce; Director of Finance, Laura Luchsinger; Admin. Asst.

**ABSENT:** Fire Marshal Burnham

**1.0 PUBLIC HEARING - None**

**2.0 REGULAR BOARD MTG - CALL TO ORDER & PLEDGE at 1731**

**3.0 WELCOME AND INTRODUCTIONS**

Bill Sims welcomed the Board and Staff and Fire Chief Bender shared 7.1.1 Call Review moving to front of Administrative Items then the Public Comments will immediately follow.

**4.1 BUSINESS ADDITIONS AND DELETIONS – Approve Agenda**

**Amended Motion 9.8 from 8/14 to read: Approve Over hiring two firefighters.**

**Motion:** Tim Carsrud moved, seconded by Trent Jones to approve over hiring of two firefighters.

Jeff Boardman	Absent	Nathan McLeland	Yes
Tim Carsrud	Yes	Tricia Simonson	Yes
Morgan Malkowski	Yes	Bill Sims	Yes
Trent Jones	Yes		

The motion carried.

**4.2 APPROVE AMENDED AGENDA**

**Motion:** Tricia Simonson moved and seconded by Tim Jones to approve the amended meeting agenda as presented.

Jeff Boardman	absent	Nathan McLeland	Yes
Tim Carsrud	Yes	Tricia Simonson	Yes
Morgan Malkowski	Yes	Bill Sims	Yes
Trent Jones	Yes		

The motion carried.



Gillette, Wright, Campbell County Fire Protection  
 Joint Powers Board of Directors  
 PUBLIC COMMENTS/CONSENT AGENDA/MINUTES  
 October 9, 2024 - Discussion/Approval

**5.0 CONSENT AGENDA**

🔗 **Motion:** Trent Jones moved and seconded by Tim Carsrud to approve the amended consent agenda.

Jeff Boardman	absent	Nathan McLeland	Yes
Tim Carsrud	Yes	Tricia Simonson	Yes
Morgan Malkowski	Yes	Bill Sims	Yes
Trent Jones	Yes		

The motion carried.

**5.2 EXPENDITURE APPROVAL**

🔗 **Motion:** Trent Jones moved and seconded by Tim Carsrud to approve the Manual Checks in the amount of \$244,997.55.

Jeff Boardman	absent	Nathan McLeland	Yes
Tim Carsrud	Yes	Tricia Simonson	Yes
Morgan Malkowski	Yes	Bill Sims	Yes
Trent Jones	Yes		

The motion carried.

**7.1 Administrative Fire Chief**

Deputy Chief JR Fox stated the current fires, Constitution Fire and Flat Rock Fire over 50,000 acres and the oldest surviving Fire Warden is Rich Hauber and was digging back into oldest records, and no fire bigger than Flat Rock. 1971 or 1972 had a large one off of Bitter Creek. Both started on the same day into the night. Johnson County had House Draw at 197,000 acres. Any and all air support was on House Draw. The first day an into the second day Campbell County was managing both Constitution Fire and Flat Rock Fire. We are at about 98% with engines and crews and dozers. One fire was already at 300 to 400 acres when crews arrived and jumped a County Road. 988 Suicide Crisis awareness for the month of September will be posted here at STN 1 and the Fire Crews do sometimes support and respond to those kinds of calls, too. Two of the top performing Seasonal Wildland Firefighters will be offered and moving into the two over hire positions. Feedback related to communications on social media were criticized as not being fast enough. All our crews and Leadership and our Fire Marshal were on site to ensure crew members, residents and homes remained safe. We have to remind people that we have one Fire Marshal and one Inspector for the entire County and the priority is to keep people out of harm's way.

**7.1.1 Call Review**

Fire Chief Bender stated with call volume data from last year we are at a 17% increase with service from last year. We may have more acres of firefighting this year, but the other service demands this year are also significant. The staffing model we need to complete is still on target and shows we are planning ahead exactly where we need to be for staffing. Ash blowing in and around these large grass fires can create ignition in areas around them and the crews are watching all the fires closely. Wind driven conditions create moments where the crews must reassess how the fires can be fought and where the containment options are. Deputy Fire Chief JR Fox reminded the board that in order to get air support, structures have to be threatened. Fire Chief Bender did state that it is important to offer meetings with the Community and Ranchers and Landowners and he will continue to offer that. Aviation support did arrive at Flat Rock at end of second day. Constitution Fire did receive a one Type 3 helicopter.



Gillette, Wright, Campbell County Fire Protection  
 Joint Powers Board of Directors  
 PUBLIC COMMENTS/CONSENT AGENDA/MINUTES  
 October 9, 2024 - Discussion/Approval

**8. PUBLIC COMMENTS**

None

**9. BOARD REVIEW/FYI ITMES**

**9.1.1 Financial Reports**

Director of Finance, Juli Pierce reminded the Board that we are starting the new fiscal year. July of 2024 cash received includes 1<sup>st</sup> Quarter revenues. Beginning Cash balance is \$2,611,952.38 and ending cash balance is \$4,424,980.93. Vehicle Depreciation Account will have a new account set up with Wyoming Class. The Vehicle Depreciation account's ending balance is \$4,297,857.69 with Unencumbered funds at \$775,893.69. Facilities Maintenance account and there is nothing posted for encumbered funds this year so the balance is \$135,685.04. Equipment Replacement account has an ending balance of 658,445.08 and the encumbered funds for the radios at \$720,00.00. Current fire activity reimbursement will come in at 100% of people costs but 25% reimbursement for equipment. The Director of Finance did update the Board regarding all the audit paperwork being gathered for the auditors and that will be completed on time and submitted.

**9.1.2 Policy Review**

None

**9.1.3 Facilities Update/General Information**

None

**9.0 BOARD ACTION ITEMS**

**10.1 Approve Line Item Transfers.**

Motion: **Nathan McLeland** moved, seconded by **Tim Carsrud** to approve the line item transfers for \$2,972.00.

Jeff Boardman	absent	Nathan McLeland	Yes
Tim Carsrud	Yes	Tricia Simonson	Yes
Morgan Malkowski	Yes	Bill Sims	Yes
Trent Jones	Yes		

The motion carried.

**10.2 Surplus Computer Servers & Tech Equipment.**

Motion: **Trent Jones** moved, seconded by **Morgan Malkowski** to approve surplus of old computer servers and tech equipment.

Jeff Boardman	absent	Nathan McLeland	Yes
Tim Carsrud	Yes	Tricia Simonson	Yes
Morgan Malkowski	Yes	Bill Sims	Yes
Trent Jones	Yes		

The motion carried.



Gillette, Wright, Campbell County Fire Protection  
 Joint Powers Board of Directors  
 PUBLIC COMMENTS/CONSENT AGENDA/MINUTES  
 October 9, 2024 - Discussion/Approval

**10.3 Training Center Phase I Engineering Funds Request.**

Motion: Nathan McLeland moved, seconded by Tricia Simonson to request County fund portion of Training Tower Phase I Engineering Costs.

Jeff Boardman	absent	Nathan McLeland	Yes
Tim Carsrud	Yes	Tricia Simonson	Yes
Morgan Malkowski	Yes	Bill Sims	Yes
Trent Jones	Yes		

The motion carried.

**13 ADJOURNMENT**

Motion Tim Carsrud moved, seconded by Trent Jones, to adjourn at 1924.

Jeff Boardman	absent	Nathan McLeland	Yes
Tim Carsrud	Yes	Tricia Simonson	Yes
Morgan Malkowski	Yes	Bill Sims	Yes
Trent Jones	Yes		

The motion carried.

Respectfully Submitted,

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Chair Bill Sims

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Attest: Juli Pierce



## Campbell County Public Land Board Meeting

**October 10, 2024 @ 6:30 PM**

**CAM-PLEX Energy Hall Conference Room**

1. Call Meeting to Order and Introductions Chuck Land
2. Approval of Agenda Chuck Land
3. Consent Agenda Chuck Land
  - 3.1 Minutes-9/12/2024 Regular meeting (Attachment "A")
  - 3.2 Warrants (Attachment "B")
4. Citizen Input Chuck Land
5. Staff Reports Aaron Lyles  
Benny Leonard  
Mary Hipsag  
ReNae Keuck
  - 5.1 Executive Director
  - 5.2 Facilities & Operations
  - 5.3 Events (Attachment "C")
  - 5.4 Finance
6. Board Process Chuck Land
  - 6.1 Camporee Final Report
  - 6.2 NHSRA Letter
7. Other Business
8. Board Calendar Chuck Land
  - November 14, 2024 – CCPLB Meeting/Regular at 6:30 PM- Energy Hall Conference Room
  - December 12, 2024 – CCPLB Meeting/Regular at 6:30 PM- Energy Hall Conference Room
9. Adjourn Chuck Land



## CCPLB MEETING MINUTES: 9/12/2024

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**MEMBERS PRESENT:** Jerry Means, Laura Chapman, Chuck Land, Jake Boller, Brian Norstegaard, Larry Mills

**MEMBERS ABSENT:** Janalee Black

**LEGAL COUNSEL & BOARD LIASONS PRESENT:** David Horning- *Horning, Horning & McGrath*, Kelley McCreery- *County Commissioners Liaison*, Heidi Gross- *City of Gillette Liaison*

**STAFF:** Aaron Lyles, ReNae Keuck, Mary Hipsag, Benny Leonard, Dani Chapman, Doug Griffis, Adam Schuff

**GUESTS:** None

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**1. CALL TO ORDER**

Campbell County Public Land Board meeting was held on September 12, 2024, at the CAM-PLEX. The meeting was called to order by Chairperson Mr. Land at 7:19 PM.

**2. APPROVAL OF CCPLB AGENDA**

Ms. Chapman moved to approve the agenda.

Second: Mr. Norstegaard

Vote: Passed Unanimously

**3. CONSENT AGENDA; APPROVAL OF WARRANTS**

Ms. Chapman moved to approve the consent agenda

Second: Mr. Means

Vote: Passed Unanimously

**4. CITIZEN INPUT**

The Political Action Committee (PAC) YES for CAM-PLEX introduced themselves and their mission to educate the public about and promote the revised CAM-PLEX masterplan which will be up for voting on the ballot November 5<sup>th</sup>. The PAC shared their presentation and invited CCPLB members to join at their promotional events.

**5. STAFF REPORTS**

**5.1 Executive Director's Report-** Staff presented the board with the revised masterplan analysis. Other updates included the resolution of an old hail damage claim, the seasonal transition of CAM-PLEX facilities, and current HR related topics. Additional items of note were CAM-PLEX's role during the recent Campbell County fires as host location for the incident command as well as an evacuation location. A brief update on Camporee utility cost was given. Staff informed the land board of an upcoming leadership conference where CAM-PLEX directors will be in attendance. The Executive Director's Report was followed by a brief discussion on whether to, and if so, how to charge public entities for the use of CAM-PLEX facilities.

**5.2 Facilities & Operations-** Staff reported on current maintenance issues with sewage lines in Wyoming Center, which will require further investigation to prevent future damage.

**5.3 Events-** Staff provided updates on events scheduled for the event of September and the successful completion of one of the bigger AG events as well as a CAM-PLEX produced event.

**5.4 Finance-** Staff provided update on financial operations which are still tying out Camporee details for a final report. Furthermore, the finance department is finalizing all fiscal year end details to prepare for an upcoming audit.

**6. BOARD PROCESS**

**6.1 Campbell County Fair Review** – this topic has been covered during the Commissioners Meeting preceding the CCPLB meeting

**6.2 Camporee Review** – this topic has been covered during the Commissioners Meeting preceding the CCPLB meeting

**7. OTHER BUSINESS-** n/a

**8. BOARD CALENDAR**

Upcoming Board Meetings:

- October 10, 2024 – CCPLB Regular Meeting at 6:30 PM – Energy Hall Conference Room
- November 14, 2024 – CCPLB Regular Meeting at 6:30 PM – Energy Hall Conference Room
- December 12, 2024 – CCPLB Regular Meeting at 6:30 PM – Energy Hall Conference Room

**9. ADJOURNMENT**

Meeting adjourned at 8:23 PM

Minutes Prepared By: Dani Chapman

Date: September 13, 2024

Minutes Approved By:

***Campbell County  
Public Land board***

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Larry Mills, CCPLB Secretary

Date



# Board Training

## November 2024

hosted by:



### Dates & Time:

Wednesday, November 13, 2024 - 5:30pm to 8:00pm  
Thursday, November 14, 2024 - 9:00am to 11:30am

### Presented By

Kyle Ferris, Deputy County Attorney

### Who Should Attend

Appointed Government Boards  
Non-Profit Boards  
Organizational Directors

### Location:

Campbell County Courthouse  
Commissioners Chambers  
500 S. Gillette Ave

### To Register:

Online: <https://bit.ly/3TWg5Zf>

Phone: (County) 307-682-7283 | (City) 307-686-5203

Email: [linda.allred@campbellcountywy.gov](mailto:linda.allred@campbellcountywy.gov) | [angelaw@gillettewy.gov](mailto:angelaw@gillettewy.gov)

*Attendance for only one session is needed. Light refreshments will be served for both sessions.*





Angela Williams <angelaw@gillettewy.gov>

**Fwd: EPA Region 8 Wyoming Drinking Water Monthly Newsletter, October 2024**

1 message

ADMN ADMN <adm@gillettewy.gov>  
To: Angela Williams <angelaw@gillettewy.gov>

Tue, Oct 8, 2024 at 5:22 PM

----- Forwarded message -----  
From: **EPA Region 8 Drinking Water Unit** <R8DWU@epa.gov>  
Date: Tue, Oct 8, 2024 at 4:02 PM  
Subject: EPA Region 8 Wyoming Drinking Water Monthly Newsletter, October 2024  
To: EPA Region 8 Drinking Water Unit <R8DWU@epa.gov>

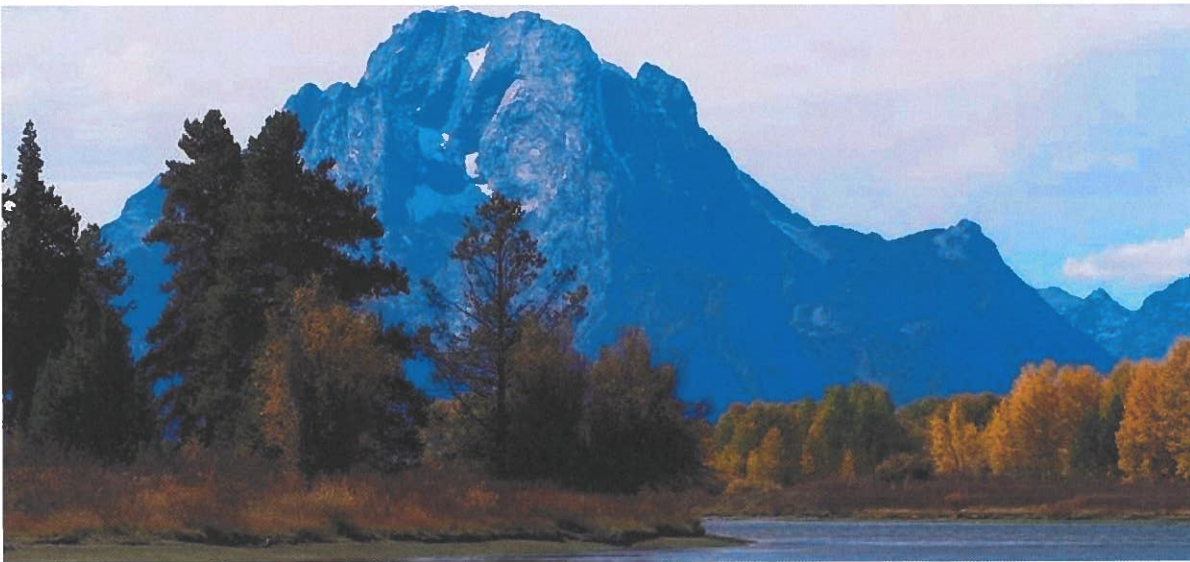


Photo Credit: Lucien Gassle, Wyoming Sanitary Survey Rule Manager. Photo taken near Grand Teton National Park, Wyoming.

**EPA Region 8 Wyoming Drinking Water Monthly Newsletter**

**October, 2024**

**[Announcement: Biden-Harris Administration requires replacement of lead pipes within 10 years, announces over \\$168M in funding to EPA Region 8 states](#)**

Today, the Biden-Harris Administration issued a final rule requiring drinking water systems across the country to identify and replace lead pipes within 10 years. To support that requirement, EPA is announcing \$168,106,000 in newly available drinking water infrastructure funding for the EPA Region 8 states of Colorado, Montana, North Dakota, South Dakota, Utah and Wyoming through the Bipartisan Infrastructure Law.

**THIS MONTH**

Announcement: Biden-Harris Administration requires replacement of lead pipes within 10 years, announces over \$168M in funding to EPA Region 8 states

Announcement: Urgent! Initial Lead Service Line Inventories Due October 16,2024!

Funding amounts available for Wyoming include:  
\$24,898,000

The Lead and Copper Rule Improvements (LCRI) require more rigorous testing of drinking water and a lower threshold for communities to act on lead in drinking water to protect people from exposure. The final rule also improves communication within communities so that families are better informed about the risk of lead in drinking water, the location of lead pipes and plans for replacing them. This final rule is part of the President's commitment to replace every lead pipe in the country within a decade, making sure that all communities have clean tap water.

"EPA continues to deliver water investments that are eliminating health risks across all communities, including those most affected by aging infrastructure," said EPA Regional Administrator KC Becker. "This historic funding will ensure our water providers have what they need to identify and replace lead pipes so everyone in our region can access safe drinking water."

The newly available funding will flow through the drinking water state revolving funds (DWSRFs) and is available to support lead pipe replacement and inventory projects. Also, 49% of the funding must be provided to disadvantaged communities as grant funding or principal forgiveness that does not have to be repaid.

See the [full news release here](#).

Announcement: Seasonal Systems Shutdown Best Practices

Announcement: EPA Announces \$30 Million to Help Small and Rural Communities Protect Public Health, Drinking Water, and Local Waterways

Announcement: EPA Seeks Input on National Primary Drinking Water Regulation for Perchlorate

Announcement: Biden-Harris Administration Announces \$7.5 billion in Available Financing for Water Infrastructure Projects

Webinar: EPA Emergency Response Research Webinar Series:

Cybersecurity & the Water Security Test Bed

Webinar: EPA Cyber Phishing Drill

Webinar: EPA Small Drinking Water Systems Webinar Series: Special Extended Webinar PFAS: Rule Implementation and Treatment

Resource: Free Climate Resilience Training for the Northern Great Plains Water Sector

Grants: Water and Energy Efficiency Grants

Resource: WaterTA

Reminder: Public Water System Facility and Contact Changes

Upcoming Regulatory Deadlines

EPA Region 8 Drinking Water Program Contacts

**[Announcement: Urgent! Initial Lead Service Line Inventories Due October 16,2024!](#)**

The Oct 16, 2024, deadline for submitting your initial Service Line Inventory to EPA Region 8 is quickly approaching. *Initial* service line inventories for public water systems in Wyoming must be submitted by October 16, 2024. The Lead and Copper Rule Revisions (LCRR) require all Community Water Systems (CSW) and Non-Transient Non-Community Water Systems (NTNCWS) to prepare and maintain an inventory of service line materials.

Please visit our webpage [Lead Service Line Inventories \(LSLI\) in Wyoming and on Tribal Lands in EPA Region 8](#) for more information.

### Service Line Inventory Reporting Requirements:

Lead service line inventory and replacement reporting requirements. Per CFR 141.90(e), No later than October 16, 2024, the water system must submit to the EPA an inventory of service lines as required in 141.84(a) that demonstrate compliance with the requirements of §§ 141.84 (a) and must include:

#### Inventory of Service Lines

- All service lines connected to the distribution system, regardless of ownership, or intended use.
- Service line material classifications for both the system-owned and customer owned portions of service line where ownership is split.
- All service lines classified as either lead, galvanized requiring replacement (GRR), non-lead, or lead status unknown.
- A service location identifier for all service lines for the water systems and EPA reporting copy of the service line inventory.

#### Information Sources (Methodology)

- Describe all historical records you used to prepare the initial inventory: previous materials evaluation, construction and plumbing codes/records, water system records, distribution system inspections and records.
- Describe activities in which you are collecting service line material information during normal operations.

#### Inventory Summary

- Disclose who owns the service lines in your water system (water system owns the entire service line, the customer owns the entire service line, or there is split ownership where the water system owns a portion, and the customer owns a portion).
- Provide a count of each of the four overall material classification categories from the inventory service lines: Number of Lead, Number of GRR, Number of Non-Lead, Number of Unknown, and Total (sum) of service lines.

#### Public Accessibility Documentation

- Documentation: How the water system made the inventory publicly accessible (if water system serves a population of > 50,000, the inventory must be available online), verify that location identifiers (e.g., street address) were used for lead and GRR service lines.

#### Demonstrating compliance with these requirements can be done by:

##### If you are using an EPA Service Line Inventory Template:

- Complete the required fields in the Detailed Inventory spreadsheet (teal-colored columns).
- Document the additional required information in the PWS Information, Methodology, Inventory Summary, and Public Accessibility Documentation forms (found in the additional tabs in the workbook)
- [EPA Service Line Inventory Template](#)

##### If you are using HDR WYRISKIT Template:

- Complete all required fields in the HDR LSL Inventory spreadsheet (Yellow spreadsheet)
- Turn in your inventory to <https://link.edgepilot.com/s/31a1255a/FF8aVYM9gECuAeLmz0MzZg?u=https://www.wyriskit.com/>: Document the required compliance information in the WYRISKIT Service Line Inventory Upload Submittal (Jot) form.

##### If you are not using one of EPAs Service Line Inventory Templates:

If you are submitting an inventory to EPA that does not have the compliance documentation included and need a form to report the additional information:

- Make sure your inventory of service line has all the required basic elements included and;
- Complete the Service Line Inventory Compliance Documentation form (fillable PDF), also available on the EPA Region 8 LSLI Webpage.
- [EPA Service Line Inventory - Compliance Documentation Template](#)



### Submitting your Lead Service Line Inventory to EPA Region 8:

**Don't be Late!** Any initial inventories submitted after October 16, 2024, will be considered late. Water systems with late or overdue inventories will receive a lead service line inventory violation and a lead service line inventory reporting violation. Water systems with inventories submitted on time but that don't meet the minimum reporting requirements for the service line inventory could receive violations as well.

### EPA Region 8 Service Line Inventory Online Submittal Repository

Submit your completed Service Line Inventory files to EPA Region 8 by uploading them to the EPA Service Line Inventory Repository.

- Access the LSLI Repository on the [EPA Region 8 Lead Service Line Inventory Website](#).
- Fill out the [Upload Submittal Form](#), attach your inventory files to it, and click submit to deliver to EPA Region 8.
- Recommended file formats for the Service Line Inventory: Spreadsheet, Shapefile, File Geodatabase (FGDB). Please keep Spreadsheet inventories in their original file format, do not convert to pdf.
- Recommended file formats for Compliance documentation spreadsheet, pdf, docx, FGDB.

### EPA Region 8 Service Line Inventory GeoSolution- A GIS Inventory Template

If you are opt-ed in and using the EPA Service Line Inventory GeoSolution on EPA's GeoPlatform, complete the GeoSolution Submittal form in your GeoSolution Content folder, and click submit to turn in your inventory to EPA Region 8. Make sure to do this before the Oct. 16, 2024, deadline, or the inventory will be late.

### WYRISKIT – Wyoming Lead Service Line Inventory Technical Assistance Program

If you are working with the state of Wyoming's Technical Assistance provider HDR and using their yellow template, submit to their website WYRISKIT. You do not need to submit to both EPA and WYRISKIT, HDR will transfer your inventory to EPA.

<https://link.edgepilot.com/s/31a1255a/FF8aVYM9gECuAeLmz0MzZg?u=https://www.wyriskit.com/>

### Service Line Inventory Technical Assistance Programs and Resources for WY Water Systems:

#### State of Wyoming's Lead Service Line Project - Technical Assistance Program

WY RISK IT? The Wyoming Lead Service Line Project is the State of Wyoming's free lead service line technical assistance program for eligible Wyoming public water systems provided by HDR. Below are a few of the Water Provider LSLI Resources available on their webpage.

- Contact HDR directly: [wyoingLSL@hdrinc.com](mailto:wyoingLSL@hdrinc.com)
- [WYRISKIT? Service Line Technical Assistance Program Website](#)

### Notification of Known or Potential Service Lines Containing Lead Templates are now available!

All water systems with lead, galvanized requiring replacement, or lead status unknown service lines in their inventory pursuant to § 141.84(a) must inform all persons served by the water system at the service connection with a lead, galvanized requiring replacement, or lead status unknown service line.

You must provide the initial notification within 30 days of completion of the initial SL inventory, beginning no earlier than Oct. 16, 2024. Water systems that complete their inventory on time and by Oct 16th, 2024, will need to deliver the notices by Nov. 15, 2024. You must also provide the notice for new customers at the time-of-service initiation.

Visit our website for more information of the public education requirements and to access the notification templates.

- [Templates for the Notification of Known or Potential Service Line Containing Lead](#)
- [Notification of Known or Potential Service Line Containing Lead Fact Sheet](#)

EPA Region 8 Safe Drinking Water Branch lead service line inventory contacts:

Erica Wenzel, LSL Specialist, [wenzel.eric@epa.gov](mailto:wenzel.eric@epa.gov), 303-312-6411

Point of contact for: EPA Lead Service Line Inventory GeoSolution, EPA Region 8 Lead Service Line Inventory Repository, Lead Service Line Inventory Regulatory and Compliance Requirements, EPA Liaison for WYRISKIT? – WY Lead Service Line Technical Assistance Program.

Jill Minter, LSL Coordinator, [minter.jill@epa.gov](mailto:minter.jill@epa.gov), 303-312-6084

Point of Contact for: Lead Service Line Inventory Regulatory and Compliance Requirements.

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**Announcement: Seasonal Systems Shutdown Best Practices**

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Although there is no regulatory requirement to notify EPA when you stop serving water to the public, there are a few best practices that can save you time.

1. Look in Drinking Water Watch ([https://link.edgepilot.com/s/3fafefb8/0\\_bQt1ZWu0aQAbAMoxinQw?u=https://sdwisdww.epa.gov/DWWR8WY/](https://link.edgepilot.com/s/3fafefb8/0_bQt1ZWu0aQAbAMoxinQw?u=https://sdwisdww.epa.gov/DWWR8WY/)) and make sure your schedule is accurate. The database has the schedule that you send EPA in your Seasonal Startup Checklist. If it says that your system is open until October, but you stop serving water to the public in September, you should notify EPA in writing. Otherwise, EPA will send out a monitoring violation because we expected your season to go into October.
2. Even if your schedule on the Seasonal Startup Checklist matches what's in DWW you can still send a note to EPA letting us know the last day you'll be serving water to the public.
3. Consult with a professional for the best way to winterize your water system.
4. If you are planning on making any upgrades to the water system in the winter fill out an EPA R8 Public Water System Inventory Change Form (<https://link.edgepilot.com/s/5d9a338c/3Qwd1ITqi0WHcm6KYy3fZg?u=https://www.epa.gov/region8-waterops/epa-r8-public-water-system-inventory-change-form>) and send it to [R8DWU@epa.gov](mailto:R8DWU@epa.gov) with your PWS No. and "Inventory Change" in the subject line. Check with Wyoming Department of Environmental Quality to make sure the work doesn't require a permit.
5. Set up a reminder in your calendar to complete the 2025 Seasonal Startup Checklist and send it to EPA BEFORE serving water to the public in 2025.

If you have any questions please send an email to [harris.Jamie@epa.gov](mailto:harris.Jamie@epa.gov).

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**Announcement: EPA Announces \$30 Million to Help Small and Rural Communities Protect Public Health, Drinking Water, and Local Waterways**

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Today, the U.S. Environmental Protection Agency (EPA) announced the availability of up to \$30.7 million in grant funding for technical assistance and training to support small drinking water and wastewater systems, many serving rural communities, and to help private well owners improve water quality.

In the United States, more than 90 percent of drinking water systems serve fewer than 10,000 people. While many of these small systems consistently provide safe drinking water to their customers, they can also face challenges including high operator turnover, aging infrastructure, and lack of financial resources. Wastewater systems serving small communities face similar challenges. This EPA grant program provides funding to organizations that work side-by-side with these systems, providing tools and training to ensure that drinking water is safe and that wastewater is treated responsibly.

See the [full news release here](#).

**Announcement: EPA Seeks Input on National Primary Drinking Water Regulation for Perchlorate**

The U.S. Environmental Protection Agency is inviting small businesses, governments, and not-for-profit entities to participate as Small Entity Representatives (SERs) providing advice and recommendations to a Small Business Advocacy Review (SBAR) Panel. This SBAR Panel will focus on the agency's development of a rule that will regulate perchlorate in drinking water to protect public health.

EPA is developing a National Primary Drinking Water Regulation (NPDWR) for the chemical contaminant perchlorate (ClO<sub>4</sub><sup>-</sup>) under the authority of the Safe Drinking Water Act (SDWA) and as required by court orders. EPA has committed to issuing a proposed NPDWR for perchlorate by November 2025

and a final regulation by May 2027.

See the [full news release here](#).

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#### **[Announcement: Biden-Harris Administration Announces \\$7.5 billion in Available Financing for Water Infrastructure Projects](#)**

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On September 6, the U.S. Environmental Protection Agency announced the availability of [\\$7.5 billion of Water Infrastructure Finance and Innovation Act \(WIFIA\) funding](#). The WIFIA program offers long-term loans to help communities implement critical water infrastructure projects, which protect public health, deliver environmental benefits, create over 60,000 good-paying jobs, protect waterways including drinking water sources, and support local economies, at a lower cost.

The WIFIA program provides its borrowers with creative, affordable financing options. It can fund the planning, design, and construction of a wide range of water infrastructure projects and offers the ability to combine multiple projects into a single loan. By streamlining the funding process, communities can accelerate their infrastructure projects. The WIFIA program offers interest rate resets, debt structuring, and fast disbursements, benefits not traditionally offered with other financing sources. For example, borrowers may defer repayment for up to five years following construction completion, and then customize their repayment schedule through the 35-year loan term. This flexibility provides borrowers with immediate funding to implement projects while helping to keep rates more affordable.

This is the eighth round of funding available, and it includes \$6.5 billion available through WIFIA and \$1 billion available through the State Water Infrastructure Financing Authority, known as SWIFIA. EPA is accepting [letters of interest](#) for WIFIA and SWIFIA loans. To date, EPA's WIFIA program has closed loans totaling more than \$20 billion to help finance \$44 billion in projects across the country. More than 100 borrowers nationwide are utilizing WIFIA loan to finance projects that benefit over 64 million Americans. Completed WIFIA-financed projects show positive health and environmental outcomes, as well as the advantages of financing with WIFIA loans.

The funding announcement demonstrates EPA's continued commitment to water infrastructure improvements that ensure all communities have access to clean and safe drinking water. For this round of funding, EPA has identified the following priority areas:

- Increasing investment in disadvantaged communities and improving health and livability.
- Making rapid progress on lead service line replacement.
- Addressing PFAS – known as “forever chemicals” – and emerging contaminants.
- Strengthening climate resilience in the water sector.
- Supporting water innovation and resilience.

To learn more about how to apply, please see the [EPA's Getting Started with the WIFIA Program website](#). Learn more about the [WIFIA program](#) and this [funding announcement](#).

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#### Upcoming WIFIA Program webinar

- Date: Tuesday, October 17, 2024
- Time: 2:00-3:00 p.m. Eastern Time
- Registration: [Click here to register](#).

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#### **[Webinar: EPA Emergency Response Research Webinar Series: Cybersecurity & the Water Security Test Bed](#)**

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The EPA's Office of Research and Development hosts this webinar series to share current research activities and results. This webinar series covers the latest information on research supporting the EPA's response to chemical, biological, and radiological incidents, as well as natural disasters. This forum allows the EPA to communicate directly with partners and stakeholders to foster collaboration and dissemination of information. Webinars are typically held on the second Wednesday of the month. Webinar dates and topics are subject to change. For more information, please see the [EPA Emergency Response Research Webinar Series website](#).

#### Webinar Details

- Date: Wednesday, October 9, 2024
- Time: 2:00-3:00 p.m. Eastern Time
- Registration: [Click here to register](#).

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#### **[Webinar: EPA Cyber Phishing Drill](#)**

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The EPA Cyber Phishing drill will allow utilities to simulate one of the most common types of cyber attacks. This operational exercise is designed to help utilities understand, test your responses to this threat, and learn about resources to improve your preparedness.

For Technical Assistance contact: [watercyberta@epa.gov](mailto:watercyberta@epa.gov)

#### Webinar Details

- Date: Tuesday, October 22, 2024



- Time: 9:00-10:00 a.m. Eastern Time
- Registration: [Click here to register.](#)

**Webinar: EPA Small Drinking Water Systems Webinar Series: Special Extended Webinar PFAS: Rule Implementation and Treatment**

EPA's Office of Research and Development and Office of Water, in collaboration with the Association of State Drinking Water Administrators, host this free webinar series to communicate the latest information on solutions for challenges facing small drinking water systems. The series topics vary each month and are primarily designed for state, territory, and tribal staff responsible for drinking water regulations compliance and treatment technologies permitting. Others may also benefit from the webinars, including water system operators, technical assistance providers, NGOs, local government personnel, academia, and private sector.

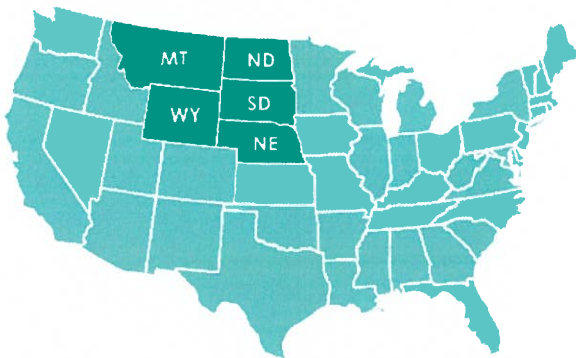
Webinars are typically held on the last Tuesday of the month from 2:00 to 3:00 p.m. ET with an optional Q&A session from 3:00 to 3:30 p.m. ET. For more information, please see the [Small Drinking Water Systems Webinar Series website](#).

**Webinar Details**

- Date: Tuesday, October 29, 2024
- Time: 1:00-4:00 p.m. Eastern Time
- Registration: [Click here to register.](#)

**Resource: Free Climate Resilience Training for the Northern Great Plains Water Sector**

**Great Northern Plains climate region, according to the National Climate Assessment**



The U.S. Environmental Protection Agency's (EPA) [Creating Resilient Water Utilities](#) (CRWU) initiative is providing a series of two **FREE** webinars for drinking water, wastewater, and stormwater utility owners and operators, as well as other water sector stakeholders in Montana, Nebraska, North Dakota, South Dakota, Wyoming, and several Tribal Nations.

These webinars focus on building resilience to impacts from drought, wildfires, and flooding, as well as identifying and implementing adaptation options, and utility infrastructure financing.

**FIVE (5) CREDIT HOURS/CONTINUING EDUCATION UNITS (CEUs)** will be available for participating certified water and wastewater operators from MT, NE, ND, SD and WY (applications pending). **You must attend both 2.5-hour sessions to be eligible for the five credit hours/CEUs.** To be awarded credit hours/CEUs, you must register individually

and complete the feedback form provided after the training series has concluded.

**TRAINING TOPIC, DATE, and OBJECTIVES**

**SESSION 1**

Tuesday  
November 19, 2024  
9:30 a.m. – 12 p.m. MST

**Introduction to Climate Change Impacts and Climate Adaptation Planning**

- Explore climate trends and projections for the Northern Great Plains area, highlighting how drought, wildfires, and flooding affect water sector utilities, including rural communities, now and into the future.
- Become familiar with CRWU tools and resources for assessing climate risk at your utility, including the Climate Data Maps, Resilient Strategies Guide (RSG), and Climate Resilience Evaluation and Awareness Tool (CREAT).
- Become familiar with the CREAT climate risk assessment application.
- Delve into success stories from City of Laramie Public Works Department (WY), Town of Hartville Water System (WY) and Fort Berthold Rural Water, Ft. Berthold Indian Reservation (ND) to learn how local utilities used CRWU tools to enhance resilience and mitigate climate risk to their systems.

**SESSION 2**

Thursday  
November 21, 2024  
9:30 a.m. – 12 p.m. MST

**Financial Resources for Climate Resilience Adaptation Projects**

- Interpret the CRWU Adaptation Case Studies Map for Water Sector Utilities.
- Discuss available region-specific resources for financing climate-resilient infrastructure projects.
- Learn how to incorporate environmental justice and related funding into utility adaptation planning.
- Learn how to apply for suitable funding programs and about available technical assistance opportunities.

*Short optional homework assignments are included to reinforce skills learned in sessions.*

**REGISTER BY November 12 at [https://link.edgepilot.com/s/ca4e27a2/J3WknAucT0yZJcJY-KSoRg?u=https://gdit.zo.omgov.com/meeting/register/vJltde6urDgiGovdhhXMHqqr13q\\_5sTtSdg](https://link.edgepilot.com/s/ca4e27a2/J3WknAucT0yZJcJY-KSoRg?u=https://gdit.zo.omgov.com/meeting/register/vJltde6urDgiGovdhhXMHqqr13q_5sTtSdg)**

To learn more about climate change impact on the

water sector, visit EPA's CRWU website: [epa.gov/crwu](https://epa.gov/crwu). If you have questions or would like more information, email Audrey Ramming ([ramming.audrey@epa.gov](mailto:ramming.audrey@epa.gov)).



### Grant: Water and Energy Efficiency Grants

Water and Energy Efficiency Grants: Bureau of Reclamation is currently accepting applications for their WaterSmart program. This Water and Energy Efficiency Grants Notice of Funding Opportunity (NOFO) provides funding for projects that result in quantifiable water savings, implement renewable energy components, and support broader sustainability benefits.

These projects conserve and use water more efficiently; increase the production of renewable energy; mitigate conflict risk in areas at a high risk of future water conflict; and accomplish other benefits that contribute to sustainability in the Western United States.

**Deadline to Apply is Nov 13, 2024;**

Email [bor-sha-fafoa@usbr.gov](mailto:bor-sha-fafoa@usbr.gov) with questions



### Resource: WaterTA

All communities deserve access to clean, reliable water. Yet too many communities across America face challenges in providing safe drinking water, wastewater, and stormwater services to their residents. The [Bipartisan Infrastructure Law](#) presents an unprecedented opportunity to address water infrastructure needs by providing \$50 billion in new funding – the [largest federal investment in water in the history of our nation](#). New and existing EPA [Water Technical Assistance \(WaterTA\) programs](#) will be utilized to support effective implementation of the Bipartisan Infrastructure Law.

EPA's free Water Technical Assistance (WaterTA) supports communities to identify water challenges, develop plans, build capacity, and develop application materials to access water infrastructure funding. To implement WaterTA, EPA collaborates with states, tribes, territories, community partners, and other key stakeholders. Learn more about [WaterTA services and programs](#).

EPA WaterTA aims to assist communities with applications for federal funding, quality infrastructure, and reliable water services. If your community is facing water infrastructure challenges and could benefit from support, we encourage you to learn more about [who can receive WaterTA and the challenges WaterTA can help your community address](#) then complete and submit a webform request by clicking on the link below:

[Request Water Technical Assistance for Your Community](#)

### Reminder: Public Water System Facility and Contact Changes

Please contact EPA Region 8 Drinking Water Program if your system has a change in the treatment process; you add or remove a water source; there is a change in the number of people served or the number of water connections; or different contact information becomes available for your water system. This allows us to keep you up to date on monitoring requirements and keeps our inventory current. Failure to notify EPA about water source or treatment changes may result in a violation.



To access the EPA's change form, send an email to [R8DWU@epa.gov](mailto:R8DWU@epa.gov) requesting the form or you can find the form on [EPA Region 8 Drinking Water Operations website](#).

**Upcoming Regulatory Deadlines**

Date	Event	Location
Last day of every calendar month	Last day to collect monthly total coliform samples	Sites approved on your RTCR sample plan
10 <sup>th</sup> of every month	Last day for EPA to receive total coliform and DBP samples collected during the previous month	N/A

**EPA Drinking Water Program Contacts**

- Kyle St Clair, Wyoming Liaison – 303-312-6791 – [stclair.kyle@epa.gov](mailto:stclair.kyle@epa.gov)
- If there is an after-hours or holiday emergency, please call 303-312-6327.

Questions related to a specific newsletter article, please contact:

- Tamara Barbakova, Funding – 303-312-6970 – [barbakova.tamara@epa.gov](mailto:barbakova.tamara@epa.gov)
- Bryce Faliskie, Water Security and Resiliency – 303-312-6651 – [faliskie.bryce@epa.gov](mailto:faliskie.bryce@epa.gov)
- Jamie Harris, Seasonal Shutdown Procedures – 303-312-6072 – [harris.jamie@epa.gov](mailto:harris.jamie@epa.gov)
- Angela Mendrala, Inventory Changes – 303-312-6533 – [mendrala.angela@epa.gov](mailto:mendrala.angela@epa.gov)
- Jill Minter, Lead Service Line Inventory – 303-312-6084 – [minter.jill@epa.gov](mailto:minter.jill@epa.gov)
- Kendra Morrison, PFAS and Chemical Rule – 303-312-6145 – [morrison.kendra@epa.gov](mailto:morrison.kendra@epa.gov)
- Chelsea Ransom, Lead and Copper Rule – 303-312-6876 – [ransom.chelsea@epa.gov](mailto:ransom.chelsea@epa.gov)
- Erica Wenzel, Lead Service Line Inventory – 303-312-6411 – [wenzel.eric@epa.gov](mailto:wenzel.eric@epa.gov)

Other R8 Drinking Water Employee Contact Information Can be Found [Here](#).

You can view this newsletter and previous newsletters by visiting: <https://link.edgepilot.com/s/c15eba3f/ZYkWOaw3UkuOGMUBgLpc8w?u=https://www.epa.gov/region8-waterops/epa-region-8-wyoming-drinking-water-monthly-newsletters>

Additional water and environmental topics for the Safe Drinking Water Act (SDWA) and Clean Water Act (CWA) can be [found here](#).

If you would like to be added or removed from this newsletter distribution list, please email Kyle St Clair at [stclair.kyle@epa.gov](mailto:stclair.kyle@epa.gov).

Links contained in this email have been replaced. If you click on a link in the email above, the link will be analyzed for known threats. If a known threat is found, you will not be able to proceed to the destination. If suspicious content is detected, you will see a warning.

3 attachments

Great Northern Plains climate region,  
according to the National Climate Assessment

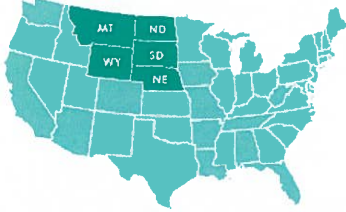


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