

**STATE BOARD OF EXAMINING  
WATER WELL DRILLING CONTRACTORS AND  
WATER WELL PUMP INSTALLATION CONTRACTORS**

July 30, 2015  
10:00 a.m.  
Phone Conference 724-707-2381

**M I N U T E S**

**PARTICIPATING BOARD MEMBERS:**

Steve Barbour, Chairman, Pump Installation Contractor/ Board Member  
Jim O'Connor, Wyoming Department of Environmental Quality/ Board Member  
George Moser, State Engineer's Office (SEO)/ Board Member  
Abigail Boudewyns, Assistant Attorney General (Boudewyns)  
Nick Bebout, Well Drilling Contractor/ Board Member  
John Midkiff, Domestic Well Driller/ Board Member  
Van David, Public Member/ Board Member

**PARTICIPATING PROFESSIONAL STAFF**

Lynn Ritter, Executive Director (Ritter)

**ABSENT:**

Jerry Hunt, Well Drilling Contractor/ Board Member

**GUESTS:**

**QUORUM:**

Chairman Midkiff determined a quorum was present.

**LEGAL NOTICE:**

Legal Notice for the meeting was published on the Board Website at <http://wwcb.state.wy.us>.

**CALL TO ORDER:**

The meeting was called to order at 10:04 a.m. by Chairman Midkiff.

**REVIEW AND APPROVAL OF PROPOSED AGENDA/ADDITIONS TO AGENDA:**

Chairman Midkiff reviewed the Agenda for the Special Board Meeting and noted that no changes could be made.

Barbour made a motion to accept proposed agenda, second by David, motion passed unanimously.

**OLD BUSINESS:**

Midkiff asked if any members had questions or concerns with the proposed changes. No concerns were noted.

David made a motion to adopt the Rules and Regulations dated 2014, second by Barbour, motion passed unanimously.

**NEW BUSINESS:**

Motion by Moser to allow Executive Director Ritter to sign the certification page for the new rules and regulations and take any necessary actions to proceed with the rule adoption, second by David, motion passed unanimously.

Ritter discussed the Notice of Intent form and asked if the Board wanted to have it mailed via postal service to all the licensed contractors with a letter referencing the new requirement.

Barbour suggested that email should be sufficient. Ritter noted that not every licensed contractor has email.

O'Connor suggested asking the Wyoming Water Well Association to put something in their monthly newsletter and/or that the State Engineer's Office put some type of notice on the permit applications.

Boudewyns discussed the new trespass laws and stated that the Board should have a waiver that the landowners sign to give permission for inspections.

Moser stated he would check to see if the State Engineer's Office could put some type of waiver notification in the U.W. 5 Application for Ground Water Permit.

Ritter stated that she could add a column for the landowner's name and phone number on the notice of intent form.

Moser made a motion to authorize Ritter to amend the notice of intent form to include the name and phone number for the landowner and send a letter to all licensed contractors giving notice of the requirement along with a copy of the form. Second by David, motion passed unanimously.

**NEXT MEETING:**

The next board meeting was scheduled for September 2, 2015 in Cheyenne at the State Engineer's Office.

**ADJOURNMENT:**

Chairman Midkiff called meeting adjourned at 10:59am.

Respectfully submitted,

Lynn Ritter  
Executive Director