

MINUTES

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

April 26, 2023

10:00 A.M.

PARTICIPATING BOARD MEMBERS:

Jerry Hunt, Chairman

Wes Moody, Vice-Chairman

John Midkiff

Michelle Christopher

Aaron Wilson

Lisa Lindemann (online)

Lily Barkau (online)

MEMBERS OF THE PUBLIC

Matt Bebout- President Wyoming Groundwater Association

Parker Blakeley- Wyoming Groundwater Association

Dillon Rowe- Wyoming Groundwater Association

PARTICIPATING PROFESSIONAL STAFF:

Patrick Kent, Assistant Attorney General

Kristin Baker, State Engineer's Principal Accountant

Jimmy Gordon, Executive Director, WWCB

CALL TO ORDER:

Chairman Hunt called the State Board of Examining Water Well Drilling Contractors and Water Well Pump Installation Contractors (WWCB) meeting to order at 10:01 a.m.

REVIEW & APPROVE AGENDA

The Board reviewed and approved the meeting agenda as circulated. Aaron Wilson made a motion to approve the agenda. John Midkiff seconded the motion. Motion carried.

REVIEW & APPROVE JANUARY 10TH MEETING MINUTES

The Board reviewed and approved the meeting minutes as circulated. John Midkiff made a motion to approve the minutes. Aaron Wilson seconded the motion. Motion carried.

OLD BUSINESS:

No Old Business items appeared on the agenda for this meeting.

NEW BUSINESS:

Board Chariman & Vice-Chairman Election-

John Midkiff made a motion to nominate Aaron Wilson as Board Chairman. Wes Moody seconded the motion. Motion carried.

Aaron Wilson made a motion to nominate John Midkiff as Vice-Chairman. Motion carried.

Online Licensing Software-

Director Gordon informed the Board that the software has not been completed to date, and that no communication has taken place between himself and InLumon. Based on a recommendation from Patrick Kent, John Midkiff made a motion to enter into Executive Session to receive legal advice on the InLumon contract. Michelle Christopher seconded the motion. Motion carried. Board entered Executive Session at 10:11 am.

Board returned from Executive Session at 10:26 am.

John Midkiff made a motion to formally cancel the Board's contract with the vendor InLumon. Michelle Christopher seconded the motion. Motion carried.

Kristin Baker explained what will be done with the funds that have been set aside for the InLumon contract after the contract is terminated. The funds will be put back into its cash balance, and will need to be re-allocated for any future contract in the future. She also explained that should the Board decide to move forward with the same vendor that the Professional Engineer's and Land Surveyor's Board has entered into a contract with, the Board can forgo the Request For Quote step in the contract process. It will still have to formally request the funds to be set aside for the contract out of the cash balance.

The Board discussed what software is currently being used, and what functions in a new software it needs to function now and in the future. The main advantages to a new software are security of licensee personal information, ability to process credit card payments and the security involved, and lastly ability for license holders continuing education credits to be logged by the individual as they are earned.

The Board asked Director Gordon to research Tyler Technologies as an option for a new licensing system, that would include all the functions identified as required by the Board.

SEO Forms-

Director Gordon explained that the Engineer's Office Groundwater Division staff has seen a noticeable rise in missing UW 6 Statement of Completion forms or forms submitted incomplete. Jeremy Manly, Assistant Administrator of the Groundwater Division provided the Board with examples of actual form that have been submitted with various missing details or unknown details given. He showed that in a random batch of forms received, 5 out of 9 had issues that would not allow them to be processed as submitted, or that would not meet minimum construction standards as completed. He noted that when looking at batches from roughly a year ago to more recent ones, the problem stays consistent. He highlighted the more common issues they are seeing which included forms submitted noting the well drilled on land different than what was permitted, depths of wells completed much different than what was permitted. Other issues include filter pack depths much larger than allowed by standards, annular space size, other standards being not met with no variance being requested. Another issue they face is lack of communication with contractors. Many times, when Engineer office staff attempts to reach a contractor with questions about well construction, many are not reachable or will not return calls or emails. Overall, he felt that contractors were constructing the well as they saw best, with no regard for standards or permitting parameters. Jeremy explained that the Engineer's office will start to make notes on permits stating that a well appears to not meet minimum construction standards. They feel that is the least they can do for the well owner to identify a well that could lead to issues down the road for the well owner, and at least a record will exist of possible

construction issues. Lisa Lindemann, Groundwater Administrator asked the Board what can the Engineer's office staff do to help contractors get these forms correctly completed and submitted in a timely manner.

Discussion was had on the best approach to addressing the issue. It was identified that water well drilling is a unique trade, and every well is different. Having a form that is meant to cover every scenario faced when drilling a well does lead to some problems. The option of obtaining a variance was also discussed, and it is something very few contractors utilize.

Matt Bebout, President of the Wyoming Groundwater Association offered up the concern that if contractors were to face discipline the forms would be filled out perfectly following construction standards, no matter what actually happened during construction.

Discussion centered around working with the Engineer's Office staff, and the Wyoming Groundwater Association to collectively reach all contractors on the importance of the form being submitted completely and in a timely manner. All groups were open to any actions that will lead to compliance and acceptable information on well completion for the benefit of public information.

Regular Meeting Selection-

Director Gordon informed the Board that he was made aware of the possible requirement for the Board to set an annual "Regular Meeting". Patrick Kent was not aware of any rule that was applicable to the Licensing Board, and would research it and inform Director Gordon after the meeting. Director Gordon will inform the Board at the next meeting of the findings.

Ratification of New Licenses-

Director Gordon presented the licenses of the following contractors for ratification; Zackary Austin License # 04WD 150, Jacob Allred License # 04WDPI147, Levi Guenther License # 01WD 140, Lane Boyce License # MTPI 004, Cody Lotze License # WAWD 002. John Midkiff made a motion to ratify all licenses. Michelle Christopher seconded the motion. Motion carried.

State Engineer's Office Fiscal Manager Update

Kristin Baker provided the Board with multiple reports outlining the Board's current fiscal standing. Her opinion was that the Board's budget was tracking on schedule for the current period, and opened it up for any questions.

Executive Director Update

Director Gordon provided the Board with an update of his office since the January 10th meeting. 8 exams were given to 5 applicants. 5 new licenses had been issued since the last Board meeting, 3 Wyoming residents and 2 non-residents. 93 total licenses are set to be renewed by 12/31/2023. Lastly, he informed the board of a new Federal code 50 USC 4025a which guarantees residency for military personnel and spouses of military personal. Allows active-duty military personal and their spouses to practice in a state with current orders of they hold a current license in another state. They are exempt from license requirements. Aaron Wilson asked if Jimmy could provide a snapshot of the total number active licenses vs expired or retired licenses. Director Gordon will put that information together and provide it at the next meeting.

Next Meeting

The next meeting will take place in Casper WY at the Thyra Thompson State Building on September 7, 2023, time 10:00 am.

ADJOURNMENT:

Chairman Hunt adjourned the meeting at 12:48 p.m.