



**Date:** August 4, 2026  
**Department:** Public Works  
**Presenter:** Craig Leseberg, Public Works Director  
**Subject:** Installation of Individual Water Meters at Targhee Place

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#### **Purpose:**

The purpose of this agenda item is to request Council approval to hire a full-time temporary plumber to assist with the installation of individual water meters in all 78 units at Targhee Place. Completing this project by September 4, 2026 is necessary to qualify for 50% reimbursement from the State of Wyoming through the Town's Advanced Metering Infrastructure (AMI) Project.

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#### **Background:**

The Town is installing individual water meters in each of the 78 residential units at Targhee Place. Individual metering is necessary to accurately measure water consumption, improve system accountability, support future utility billing, and prepare the system for future growth.

Due to the size of this project and the specialized nature of the meter installations, additional labor is necessary to complete the work before the September 4, 2026 deadline. Jorgensen identified a qualified plumber who is willing and able to serve as a full-time, temporary employee of the Town to complete the installations.

Meeting the September 4 deadline is critical because the project is eligible for 50% reimbursement from the State of Wyoming through the Town's AMI Project. Failure to complete the installation by this deadline would result in the loss of a substantial reimbursement opportunity and significantly increase the Town's overall project costs.

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#### **Alternatives:**

Option A – Approve Hiring a Full-Time Temporary Employee (Recommended)

- **Benefits Include:**
  - Ensures the project is completed by September 4, 2026.
  - Allows the Town to qualify for 50% state reimbursement through the AMI Project.
  - Minimizes disruption to the daily responsibilities of existing Public Works staff.
  - Keeps the AMI implementation project on schedule.
- **Challenges Include:** Temporary increase in personnel costs.

## Option B – Do Not Hire a Full-Time Temporary Employee

- **Benefits Include:**
  - Avoids the immediate cost of hiring a temporary employee.
- **Challenges Include:**
  - Existing Town staff do not have the specialized knowledge and experience required to complete the installation of the individual water meters.
  - The project is unlikely to be completed by the September 4, 2026 deadline, if at all.
  - The Town would likely forfeit eligibility for the State's 50% AMI Project reimbursement.

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### **Fiscal Impact:**

Hiring a full-time, temporary employee will increase short-term personnel costs; however, completing the project before September 4, 2026 will allow the Town to receive 50% reimbursement from the State of Wyoming for eligible costs associated with the AMI Project. The reimbursement will significantly offset the cost of the project and reduce the Town's financial obligation.

The plumber has offered the Town a 10% discount on his typical hourly rate of \$120/hour, and it is estimated that each of the 78 meters will require approximately 30 minutes/meter to install. Labor expenses are currently estimated at \$5,000.

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### **Strategic or Community Impact:**

Installing individual water meters at Targhee Place supports the Town's long-term utility infrastructure goals by improving water accountability, leak detection, customer service, and system management. Completing the project within the required timeframe maximizes available state funding while ensuring the Town's water system is prepared to serve future development and growth.

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### **Key Questions:**

Does the Council support hiring a full-time, temporary employee to complete the installation of individual water meters at Targhee Place?

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### **Suggested Motion:**

I move to authorize the employment of a full-time temporary plumber and related expenses to assist with the installation of individual water meters at Targhee Place.