

Oriva Hills Improvement & Service District
Regular Meeting Minutes
Tuesday, April 24, 2018, 5:00 p.m.
Office of Cathey Consulting – 400 South Gillette Avenue, Suite 106, Gillette, Wyoming

Board Members Present: Robert Pfeil, Kari Purinton
Board Members Not Present: Troy Manselle
Others Present: Helenanne Cathey, Dean Thompson, James Newman, Tom Walker, Dale Purinton

Robert Pfeil called the meeting to order at 5:04 p.m.

- I. Minutes** – The minutes for the last regular meeting on March 27, 2018, were e-mailed after the last meeting and posted online at www.catheyconsulting.net. Robert Pfeil moved to approve the minutes as written. Kari Purinton seconded. Motion carried unanimously.
- II. Treasurer's Report / Bills** – The treasurer's report, bank statements and bills were reviewed. Robert Pfeil moved to accept the treasurer's report and pay bills as presented. Kari Purinton seconded. Motion carried unanimously.

Savings Account Balance End of Last Meeting:	\$5,108.84
03/31/18 Interest	\$0.41
04/24/18 Ck# 543 – Transfer from Checking	\$100.00
Ending Savings Account Balance:	\$5,209.25

Checking Account Balance End of Last Meeting:	\$129,241.35
04/09/18 Deposit – County Assessments	\$800.00
Checking Account Balance Prior to Meeting:	\$130,041.35

Bills Approved for Payment:

Ck# 540	Cathey Consulting, LLC	Inv. 4358 – Mar. adm./bks	\$ 320.00
Ck# 541	Enriquez Enterprises	Inv. 18002- road work	\$ 200.00
Ck# 542	Local Gov't Liab. Pool	Inv. 11446 – Insurance	\$ 500.00
Ck# 543	Oriva Hills ISD	Monthly Transfer	\$ 100.00
TOTAL:			\$ 1,120.00
Ending Checking Account Balance:			\$128,921.35
Receivables: Assessments: \$31,600.00			

III. Unfinished Business

A. Road Work / Other – Projects Approved / Work in Progress

1. John Hespen put together a scope of work for Penrose. The scope was reviewed and updated at the meeting with details that will be required to get bids and to submit for the County grant. The County's grant form was updated to request bids. Helenanne Cathey and Robert Pfeil will get bids as needed.
2. Hespen Excavating will be finishing the spring blading.
3. Road Coordinator:

Appointed until next meeting: Kari Purinton (670-0275) (Apr. until May meeting)
January (until February meeting): Kari Purinton (670-0275)
February (until March meeting): Robert Pfeil (299-4601)
March (until April meeting): Troy Manselle (680-1816)

B. Budget – A preliminary budget will be approved at the next meeting.

C. Road Work / Other – Projects Approved / Work in Progress – There was no update on any unfinished business.

IV. New Business

A. Kari Purinton will talk to Weed and Pest about the bugs for the Canadian thistle.

V. Next regular Meeting: TUESDAY, MAY 22, 2018, 5:00 p.m. (Usually the 4th Tuesday of each month)
2018 meeting schedule:

June 26, 2018	July 24, 2018	August 28, 2018	
Sept. 25, 2018	October 23, 2018	Nov. 27, 2018	<i>Dec. 11, 2018 (moved to 2nd Tues.)</i>

VI. Adjourn – Robert Pfeil moved to adjourn. Kari Purinton seconded. The meeting adjourned at 6:24 p.m.

- NOTES:**
- 1) If you have complaints or concerns about snow removal, road maintenance, etc., contact a board member.
 - 2) A reminder to homeowners – you cannot take rock off of the roads and put it on your driveway.
 - 7) The District is not responsible for building roads. Access cannot be denied to District roads.
 - 4) It is the homeowner's responsibility to make sure a proper culvert is installed to ensure proper drainage through driveways.
 - 5) August 13, 2013 – Board adopted a standard that one board member be designated each month to be authorized to call out someone to blade the roads or plow snow on the roads in winter months.
 - 6) **NO DRAGGING THE ROADS.**
 - 7) **NO ONE SHOULD BE DOING ANY WORK ON THE DISTRICT'S ROADS WITHOUT PRIOR AUTHORIZATION FROM THE BOARD.**

UNTIL THE NEXT MEETING, IF THERE ARE ANY CONCERNS ABOUT ROADS, CONTACT THE ROAD COORDINATOR: Kari Purinton (670-0275)

Meeting minutes are posted online at www.catheyconsulting.net.

Respectfully submitted,
Helenanne Cathey, Assistant to the Board
685-8235

Troy Manselle, President (680-1816) Date

Robert Pfeil, Vice President (299-4601) Date

Kari Purinton, Secretary/Treasurer (670-0275) Date