

Oriva Hills Improvement & Service District
Regular Meeting Minutes
Tuesday, August 23, 2016, 5:00 p.m.
Office of Cathey Consulting – 400 South Gillette Avenue, Suite 106, Gillette, Wyoming

Board Members Present: Troy Manselle, Kari Purinton, Robert Pfeil
Others Present: Helenanne Cathey, Dale Purinton, James Newman

Troy Manselle called the meeting to order at 5:00 p.m.

- I. Minutes** – The minutes for the budget hearing and regular meeting on July 26, 2016, were e-mailed after the last meeting and posted online at www.catheyconsulting.net. Kari Purinton moved to approve the minutes as written. Robert Pfeil seconded. Motion carried unanimously.
- II. Treasurer's Report / Bills** – The treasurer's report, bank statements and bills were reviewed. Kari Purinton moved to accept the treasurer's report and pay bills as presented plus the two bills that were not on the agenda that were received after the agenda was printed. Robert Pfeil seconded. Motion carried unanimously.

Savings Account Balance End of Last Meeting:	\$3,102.99
07/31/16 Interest	\$0.12
Ck# 467 – Transfer from Checking	\$100.00
Ending Savings Account Balance:	\$3,203.11
 Checking Account Balance End of Last Meeting:	 \$54,108.58
08/09/16 – Deposit – County Assessments	\$4,056.62
Checking Account Balance Prior to Meeting:	\$58,165.20

Bills Approved for Payment:

AUTO	First Interstate Bank	Loan Payment	\$ 786.88
Ck# 465	Cathey Consulting, LLC	Invoice 3447 – June admin./books	\$ 320.00
Ck# 466	C N A Surety	Bond – Board	\$ 250.00
Ck# 467	Oriva Hills ISD	Monthly Transfer	\$ 100.00
Ck# 468	Crown Grading	Ticket 49 – Blading roads	\$ 1,050.00
Ck# 469	Sign Boss	Signs – No Oilfield Thru Traffic	\$ 199.55
TOTAL:			\$ 2,706.43
Ending Checking Account Balance:			\$55,458.77
Assessments Due: \$7,400.00			

I. Unfinished Business

a. Road Work / Other –

i. Projects Approved / Work in Progress

1. Issues regarding John Daly's property and Signs:

- 1) Drainage – Troy Manselle to get John Daly's authorization in writing after the July meeting. At the July meeting, the Board approved moving forward with the work. **8/23/16 – Troy Manselle sent John an e-mail requesting information in writing. John has not responded in writing.**
- 2) Oil field trucks travelling District's roads – After the July meeting, Robert Pfeil to put chains and combination locks on the gates and e-mail the combinations to John Daly. (Motion made at July meeting to purchase three chunks of chain and three combination locks). Tags put on chains with board members' names and phone numbers. **8/23/16 Robert Pfeil is getting the chains and locks installed. After discussion, the consensus was to not put board member names and phone numbers on the tags. Those who are paying surface rights to the District will be notified as well as the Sheriff's office and Fire Department.**
- 3) Kari Purinton to get 5 signs that say "No through oil field traffic" (one for each

entrance – below the 30 mph signs) and 3 “Surveillance” signs (for gates) from Sign Boss. Kari Purinton to install 30 mph speed limit signs and stop sign on Bomber Mountain coming down to Penrose. **8/23/16 – 5 signs have been purchased (No oilfield thru traffic) and will be put on the posts. Kari Purinton will get the Surveillance signs. The 30 mph signs have not been installed yet.**

2. CenturyLink utility line – When the project has been completed a completion report and closeout letter need to be submitted to the County. Kari Purinton to follow up with CenturyLink.
- ii. The consensus was to go ahead with some culverts without the County grant program. At the July meeting, the Board authorized Crown Grading to do the following work. The work won't be done until the District has written permission from John Daly. **8/23/16 Waiting for John Daly to provide written authorization.**
 1. Moncreiffe – culvert
 2. Cloud Peak and Fitch – culvert needs to be replaced (at Tom Walker's place)
 3. Daly and Buffalo Back – cut ditch and add culvert
 4. Daly and Fitch – culvert (at Tom Hill's place)
 5. Penrose and Bomber Mt. – cut ditch or add culvert at Rupps – **8/23/16 – Kari Purinton reported that Rupps said that a culvert can be moved from the old gate to the location where it is needed now.**
- iii. 2017 (or later) Proposed or Possible Projects:
 1. M & K access road off South Peak – drainage at intersection
 2. Entrance at Echeta – bring in about 10' – it was recommended to put reflector posts if you pull that road in.
 3. Hallelujah Peak – This will be a bigger issue and may be a future project.
 4. Seven Brothers – There are a number of issues on this road. This will be a bigger project and will be addressed in the future.
 5. Woolsey – from Moncreiffe to Penrose (all of Woolsey) (pull ditch on east side and add rock in spots) – This area needs rock in spots and a ditch (possibly) on the east side.
- iv. Road Coordinator

Appointed until next meeting: Robert Pfeil (299-4601) (July until August meeting)
May (until June meeting): Robert Pfeil (299-4601)
June (until July meeting): Troy Manselle (680-1816)
July (until August meeting): Kari Purinton (670-0275)
- b. Robert Pfeil to contact MIGC, LLC, An Anadarko Petroleum Corporation Company following the May meeting regarding surface use payments to the District. **8/23/16 – It isn't Anadarko now – it was sold to Wood Group, but there is another company that has supposedly bought Wood Group. There was discussion on the reclamation that needs to be done and also on the lines that were being abandoned. Robert Pfeil reported that the State has been paying companies for reclamation, which will bring in a lot of truck traffic. It was suggested that the District contact BLM regarding the reclamation work and talk to them about surface use. The consensus was for Troy Manselle to talk to John Daly regarding how to calculate surface use agreement dollars before approaching BLM. There was discussion on what companies have lines through the subdivision. The District doesn't want to discourage the reclamation work but wants to make sure the roads aren't destroyed when the work is done. It doesn't take a lot of heavy truck traffic to do a lot of damage to the road.**
- c. Director Election - November 8, 2016 (Manselle – 4 year term) – Applications to be on the ballot are due between August 10, 2016 and August 30, 2016.
- d. Pacific Steel is not stocking culverts – James Newman has the name of Pacific's supplier out of Casper. If he can get at least 5 at a time, he could drive to Casper to get them. Robert Pfeil reported that Gillette Steel will order culverts if a minimum of 10 are ordered. James Newman reported that there are culverts available out towards Moorcroft, and they are roughly \$6 a foot more than what the District has been paying. The consensus was to see what is actually needed and get prices on culverts as needed.

- e. Reverse 911 System – Kari Purinton to check into it after the June meeting.
- f. The Fire Department has requested that homes put red house numbers at their properties. After the July meeting, Robert Pfeil to check into the recommended standard for the numbers and see if they are available from the courthouse.

II. New Business

- a. Dale Purinton provided pamphlets “Protecting Your Home from Wild Fire”. The information is attached to the minutes. Landowners are encouraged to review the information to protect homes from wild fire. A couple of landowners have discs that can be run through the grass if needed. A blade or grader can be used as well. **PLEASE REMEMBER THERE IS STILL A BURN BAN IN THE COUNTY – DO NOT BURN GARBAGE, GRASS, ANYTHING!**
- b. Kari Purinton reported that someone asked her about covenants. A welding company was looking at buying property in the subdivision. She told them that the subdivision is residential. There was discussion on covenants.
- c. There was discussion on the rock on Frying Pan Lake Road. The last storm washed a lot of the rock off of the road.
- d. The consensus is to have Larry Cathey complete the required Self-Audit paperwork for the District for 7/1/15 – 6/30/16 for \$75.

III. Next Meeting (and budget hearing): Tuesday, September 27, 2016, 5:00 p.m. at the office of Cathey Consulting at 400 South Gillette Avenue, Suite 106, Gillette. Regular monthly meetings are the fourth Tuesday of each month at 5:00 p.m. 2016 meeting schedule:

October 25, 2016

November 22, 2016

December 27, 2016

IV. Adjourn – Troy Manselle moved to adjourn the meeting. Robert Pfeil seconded. The meeting adjourned at 5:53 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.
 - 3) 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:

Robert Pfeil (299-4601)

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

Respectfully submitted,

Helenanne Cathey, Assistant to the Board
685-8235

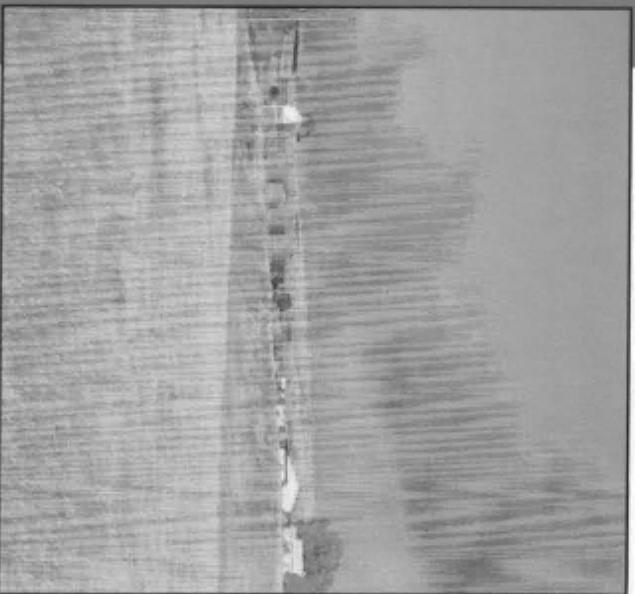
Troy Manselle, President (680-1816) Date

Robert Pfeil, Vice President (299-4601) Date

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

For more information on
how to further protect your
home and property go to:

www.firewise.org

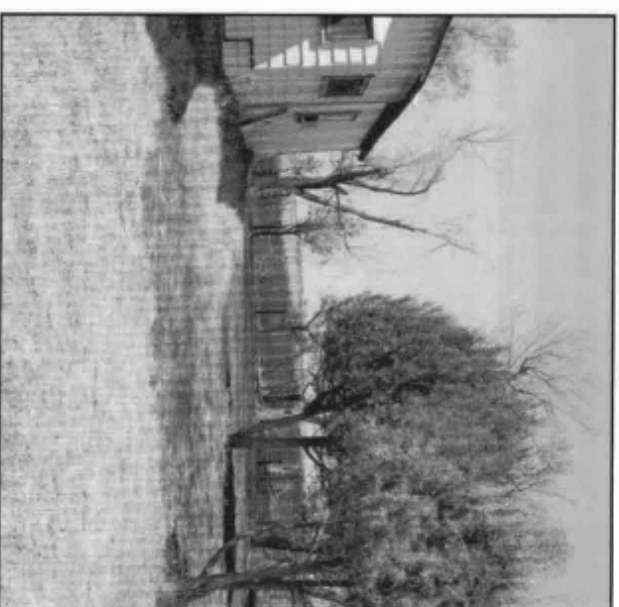


**CAMPBELL COUNTY
FIRE DEPARTMENT**

200 Rohan Avenue
Gillette, Wyoming 82716



Protecting
your home from
wild fire



Brought to you by the:

**CAMPBELL COUNTY
FIRE DEPARTMENT**

For Emergency's call 911
Office : 307-682-5319
Fax: 307-686-2222

Defensible Space

By taking a few simple steps

you can create a defensible space around your home. Doing so will greatly reduce the likelihood of a wildfire damaging your home.

Defensible space is an area surrounding your home where the vegetation, and sometimes the structure itself, has been modified in order to separate



the “fuels” that a wildfire feeds from. This is designed to achieve three purposes.

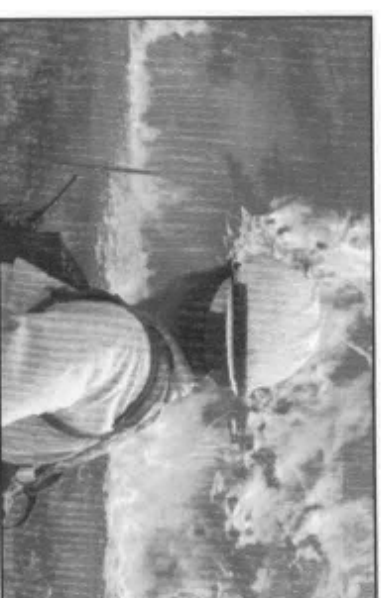
1. Allow firefighters room to operate
2. Stop the fire from spreading to your home.
3. Give your home the ability to survive a wildfire on it's own.

Vegetation Modifications

1. Have your address visible and access well marked with letters or numbers of at least 3 inches.
2. Maintain a well irrigated circumference of at least 30 feet around your home.
3. Keep areas surrounding your home moved to approximately 2 inches or less.
4. Relocate woodpiles at least 30 feet away from your home.
5. Keep gutters clear of leaves and other debris.
6. Rake leaves, grass and other debris and remove them from your yard.
7. Check your driveway for adequate access for emergency vehicles.
8. Maintain moved areas around vehicles or other equipment.
9. Store, gas, oil and other chemicals away from your home.

Structural Modifications

1. Use fire resistive building materials, especially the roof.
2. Install chimney screens or spark arrestors.



3. Enclose foundations and roof/attic openings to prevent embers from entering.
4. Develop external water-sources near your home.
5. Protect windows and glass doors with fire resistant drapes.
6. Operate barbeque grills in areas away from combustible materials.