

Oriva Hills Improvement & Service District
Regular Meeting Minutes
Tuesday, August 25, 2020, 5:00 p.m.
Office of Cathey Consulting – 400 South Gillette Avenue, Suite 106, Gillette, Wyoming

Board Members Present: Tom Walker, Robert Pfeil (by phone)
Board Members Not Present: Nick Clevenger
Others Present: Helenanne Cathey, Kari Purinton, James Newman

Tom Walker called the meeting to order at 5:00 p.m.

- I. Minutes** – Minutes are e-mailed and posted online after each meeting at www.catheyconsulting.net. Tom Walker moved to approve the minutes for the regular meeting on July 28, 2020, as written. Robert Pfeil 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. Tom Walker seconded. Motion carried unanimously.

Savings Account Balance End of Last Meeting:	\$7,927.34
07/31/20 Interest	\$0.88
08/25/20 Transfer from Checking	\$100.00
Ending Savings Account Balance:	\$8,028.22
Checking Account Balance End of Last Meeting:	\$72,612.80
07/31/20 Interest	\$6.13
08/11/20 Deposit – Assessments	\$3,804.58
Checking Account Balance Prior to Meeting:	\$76,423.51
Bills Paid / Checks Written at Meeting:	
Ck# 1021 Cathey Consulting, LLC	Inv. 5580 – July adm./bks/postage \$ 342.75
Ck# 1022 C N A Surety	Bond / Board \$ 250.00
Ck# 1023 Croell Inc.	Inv. 461203-Road base (585.73 tons) \$4,393.03 \$ 8,619.57
	Inv. 462272-Road base (457.39 tons) \$3,430.48
	Inv. 463990-Road base (106.14 tons) \$796.06
Ck# 1024 Crown Grading	Inv. 101 – Blading/ /Ditches/Spread rock \$ 6,050.00
Ck# 1025 Earth Work Solutions	Inv. 36242-11 train loads scoria hauled \$4,950 \$ 8,730.00
	Inv. 26246-9 train loads scoria hauled \$3,780
Ck# 1026 Oriva Hills ISD	Monthly Transfers (\$100/mo.) \$ 100.00
Ck# 1027 Tisdale Creek Ranch, Inc.	Inv. 24931 – Hauled rock from quarry (Croell) \$16,085.44
TOTAL:	\$40,177.76
Ending Checking Account Balance:	\$36,245.75
Receivables / Assessments: \$84,400 (2019 - \$3,200 / 2020 - \$81,200)	

III. Unfinished Business

- A. Road Work –
1. J-Base limestone on Oriva Road between Penrose and Fitch has been completed. The grant request and final close out paperwork was signed and will be returned to the County to receive reimbursement of \$6,031 and close out the grant.
 2. Protecting Culverts – There was discussion at the last meeting on how to protect the ends of culverts from people cutting corners and driving over them. No update.
 3. Future projects – The consensus is to hold off on doing any big projects until funds are built up again.
- B. Road Coordinator Until Next Meeting: Nick Clevenger (509-994-0676) (August until Sept. meeting).
- C. Mailboxes – No update.
- D. Director election – (November 3, 2020 – 4 year term and 2 year term / Walker and Clevenger) – Applications to be on the ballot were due by today.

IV. New Business

- A. A self-audit is required again this year. 9S Consulting is scheduled to complete the self-audit.
- B. Robert Pfeil reported that they had six acres that caught fire from people shooting. People are encouraged to avoid shooting on red flag days.
- C. There was discussion on a corner on Bomber that needs some work, but the consensus is to wait until spring.
- D. Some time ago, a culvert was installed at the corner of Woolsey and Moncreiffe. There was discussion on moving that culvert further up the road to try to redirect the water going down Moncreiffe or installing a new culvert rather than trying to pull the culvert out and re-installing it somewhere else. People are driving over the end of the culvert. The ditches on Woolsey need work. James Newman will look at the projects discussed at this meeting and check back with the Board on a cost estimate.
- E. Because it is dry right now, the consensus is to not do any blading until there is some moisture.
- F. There was discussion on the limestone that is sitting on the sides of the road on Penrose. When there is some moisture, it can be pulled back up onto the road.

V. Next Regular Meeting: TUESDAY, SEPTEMBER 22, 2020, 5:00 p.m. (Usually the 4th Tuesday of each month)

2020 meeting schedule:

Tues., Sep. 22, 2020, 5:00 p.m.

Tues., Oct. 27, 2020, 5:00 p.m. Tues., Nov. 24, 2020, 5:00 p.m. Tues., Dec. 22, 2020, 5:00 p.m.

VI. Adjourn – Tom Walker moved to adjourn. Robert Pfeil seconded. The meeting adjourned at 5:22 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 (LISTED ABOVE UNDER UNFINISHED BUSINESS – ROAD WORK).

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

Respectfully submitted,

Helenanne Cathey, Assistant to the Board

307-685-8235

Robert Pfeil, President (307-299-4601)	Date
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Tom Walker, Vice-President (307-660-5271)	Date
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Nicholas (Nick) Clevenger, Secretary/Treasurer (509-994-0676)	Date
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