

Oriva Hills Improvement & Service District
Regular Meeting Minutes
Tuesday, August 28, 2018, 5:00 p.m.
Office of Cathey Consulting – 400 South Gillette Avenue, Suite 106, Gillette, Wyoming

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

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

- I. Minutes** – The minutes for the last regular meeting and budget hearing on June 26, 2018, were e-mailed after the last meeting and posted online at www.catheyconsulting.net. Kari Purinton moved to approve the minutes as written. Troy Manselle seconded. Motion carried unanimously. There was no meeting in July.
- II. Treasurer's Report / Bills** – The treasurer's report, bank statements and bills were reviewed. Troy Manselle moved to accept the treasurer's report and pay bills as presented including the bill from Crown Grading for \$400 for blading that was received after the agenda was printed. Robert Pfeil seconded. Motion carried unanimously.

Savings Account Balance End of Last Meeting:		\$5,410.13
06/30/18	Interest	\$0.54
07/24/18	Ck# 555 – Transfer from Checking	\$100.00
07/31/18	Interest	\$0.71
08/28/18	Ck# 556 – Transfer from Checking	\$100.00
Ending Savings Account Balance:		\$5,611.38
Checking Account Balance End of Last Meeting:		\$143,112.26
06/30/18	Deposit – County Assessments	\$1,850.70
Bills Paid 7/24/18:		
Ck# 553	Cathey Consulting, LLC	Inv. 4487 – June adm./bks/postage \$ 320.50
Ck# 554	Gillette News-Record	Ad 00341980 – director election \$ 67.57
Ck# 555	Oriva Hills ISD	Monthly Transfer \$ 100.00
Ck# 556	Crown Grading	Inv. 70 – Blading \$ 1,150.00
TOTAL:		\$ 1,638.07
08/10/18	Deposit – County Assessments	\$2,315.21
Checking Account Balance Prior to Meeting:		\$145,640.10
Bills Approved for Payment:		
Ck# 557	Cathey Consulting, LLC	Inv. 4527 – July adm./bks/postage \$ 340.50
Ck# 558	C N A Surety	Bond – Board \$ 250.00
Ck# 559	Hespen Excavating	Inv. 179 – Blading \$ 2,800.00
Ck# 560	Oriva Hills ISD	Monthly Transfer \$ 100.00
Ck# 561	Crown Grading	Inv. 71 – Blading \$ 400.00
TOTAL:		\$ 3,890.50
Ending Checking Account Balance:		\$141,749.60
Receivables: Assessments: \$82,400		

III. Unfinished Business

A. Road Work

1. Penrose project – 5/22/18: Board approved Hespen Excavating's bid for \$63,317.20 to start after the County grant is approved. The County grant was approved August 21st. The board reviewed and signed the agreement which will be returned to the County as required. John Hespen was at the meeting and provided an update. After he was notified that the grant was approved, he got ahold of the trucking company who got ahold of the scoria pit. A week prior to that, a company came in and bought every bit of crushed rock that they had in the scoria pit. It will be two to four weeks before they will have any crushed scoria. The trucking company gave an updated price to come in from the pit at Wyodak, and it's about \$3.45 a yard different. There are a couple of areas that will be fairly quick to get ready for limestone. There was discussion on doing the entire

project at once or doing it in sections. The trucks are available, but they aren't going to set and wait a month if the project is put on hold another month. There is a concern on waiting too long as the weather could turn to rain and snow. After discussion, the consensus is to go ahead with the project in its entirety. John Hespen will do all of the drainage work first. Maybe the rock will be ready in the pit nearby when he's ready for it. If not, the consensus is to approve the higher cost if needed or use Earthworks if available. There will be some pit run put down, but Hespen Excavating's plan is to put the crushed scoria on top the same day the pit run is put down. There was discussion on putting a little bit of dirt or fines over the pit run before the crushed scoria is put down. The County has been notified the project will be starting, so the project can begin right away. The County will be contacted after the drainage is done before any rock is put down. There was discussion on the ditches and utilities and any areas that utilities could affect the depth of ditches. It was suggested that landowners find an alternate route while the road work is being done. Hespen recommends blading Bomber Mountain and Fitch prior to the project starting. The Board asked Crown Grading to do that blading and maintenance blading during the project so Hespen Excavating can focus on the road project. Hespen Excavating planned on reshaping Oriva again. He wanted to put some rock down, but since no scoria is available from the local pit, that wasn't an option. There was discussion on drainage on Oriva and an area where John Hespen recommends a culvert. The Board will look at the area. The consensus is to do major drainage work on a County grant funded project. John Hespen will try to communicate with landowners living along Penrose and will post some "Road Work Ahead" signs. The project will start the first part of next week.

2. Issues regarding John Daly's property and Signs – No update.
3. 6/27/17 – James Newman to do the culvert on Moncreiffe after getting approval from John Daly.
4. 2019 (or later) Proposed or Possible Projects:
 1. Oriva – from Penrose to Fitch (L-Base) (.32 miles)
 2. Penrose – from the entrance to Moncreiffe (L-Base)
 3. Fitch – from Oriva to Cloud Peak (L-Base)
Culvert at Henderson's
 4. Oriva – from Fitch to Cloud Peak (Scoria) (1.32 miles)
 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.
 6. M & K access road off South Peak – drainage at intersection
 7. Entrance at Echeta – bring in about 10' – it was recommended to put reflector posts if you pull that road in.
 8. Hallelujah Peak – This will be a bigger issue and may be a future project.
 9. Seven Brothers – There are a number of issues on this road. This will be a bigger project and will be addressed in the future.

from 2/28/17 minutes: A landowner was at this meeting to discuss his concerns on Seven Brothers. There is plastic blowing around from bags of peat moss and other stuff. There are six tanks full of oil on the property. A couple of landowners are interested in buying the property, but have concerns about those things as well as the additional assessment if they were to buy the lot. There is also a concern about the bus stop at the end of Seven Brothers is a concern. The consensus of the Board is that the garbage and clean up of the oil tanks is on the landowner. The District will address the bus stop at some point, when the budget allows.

5. Road Coordinator:
Appointed until next meeting: Robert Pfeil (299-4601) (August until September meeting)

B. Weed and Pest / Canadian thistle bugs – Robert Pfeil will contact Weed and Pest.

C. Surface Use Payments – No update.

D. Winter Preparations:

1. Markers for pipelines that are hard to mow around. Would it be possible to get them moved inside of fence lines so ditches could be mowed easier? Kari Purinton to map the markers and provide the information to Troy Manselle so he can contact 811 to see about getting those markers moved.

2. Powder River Energy – Robert Pfeil contacted Powder River Energy. They need to see if the homeowners want the poles left for potential service before the poles can be removed. The poles are in the ditches, and it affects the District’s ability to work on the road. Powder River Energy is working on this.

- E. Director Election (November 6, 2018 – Pfeil, Purinton – 4 year terms) – Applications to be on the ballot are due between August 8th and August 28th.

IV. New Business

- A. A letter was reviewed from the County Public Works office regarding the One-percent tax (Penny Power) and the District Support Grant program. This grant program is funded by the One-percent tax, and Oriva Hills ISD has received \$26,473 over the past four years and \$57,957 over the past eight years. In addition, the County approved a grant on August 21st for \$45,097.00 for road work. A sign was posted letting residents know that the District uses the grant funds.
- B. It was recommended that people recognize that as it dries out, there is a lot of grass! If people will please mow the ditches along the road by their property. Also, if people can please check to make sure that culverts are clear and water can flow through the culverts in their driveways.
- C. There was discussion on getting some rock on Bald Mountain. Crown Grading recommended a few loads of rock. James Newman said he knows someone that will bring limestone in for \$16 per ton. Robert Pfeil moved to approve up to \$1,000 in limestone. Troy Manselle seconded. Motion carried unanimously.

V. Next regular Meeting: TUESDAY, SEPTEMBER 25, 2018, 5:00 p.m. (Usually the 4th Tuesday of each month)

2018 meeting schedule:

October 23, 2018 Nov. 27, 2018 *Dec. 11, 2018 (moved to 2nd Tues.)*

VI. Adjourn – Robert Pfeil moved to adjourn. Troy Manselle seconded. The meeting adjourned at 6:01 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
685-8235

Troy Manselle, President (680-1816) Date

Robert Pfeil, Vice President (299-4601) Date

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