

Oriva Hills Improvement & Service District
Regular Meeting Minutes
Tuesday, December 11, 2018, 5:00 p.m.
Office of Cathey Consulting – 400 South Gillette Avenue, Suite 106, Gillette, Wyoming

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

Robert Pfeil called the meeting to order at 5:00 p.m.

- I. Minutes** – The minutes for the last regular meeting on November 27, 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.
- 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. Robert Pfeil seconded. Motion carried unanimously.

Savings Account Balance End of Last Meeting:		\$5,913.51
11/30/18	Interest	\$0.72
12/11/18	Ck# 0580 – Transfer from Checking	\$100.00
Ending Savings Account Balance:		\$6,014.23
Checking Account Balance End of Last Meeting:		\$107,196.65
12/10/18	Deposit – Assessments	\$23,601.68
Checking Account Balance Prior to Meeting:		\$130,798.33
Bills Paid at Meeting:		
Ck# 578	Cathey Consulting, LLC	Inv. 4702 – Nov. adm./bks \$ 341.00
Ck# 579	Crown Grading	Inv. 76 – Road work \$ 750.00
Ck# 580	Oriva Hills ISD	Monthly Transfer \$ 100.00
TOTAL:		\$ 1,191.00
Ending Checking Account Balance:		\$129,607.33
Receivables: Assessments: \$40,054.00		

III. Unfinished Business

A. Road Work

1. Drainage on the west end of Moncreiffe – Crown Grading completed this work.
2. Penrose project update – Pete Lien delivered some limestone, but due to the road conditions the rest of the rock will have to wait until the weather is better.
3. Issues regarding John Daly's property and Signs – John Daly hasn't responded to phone calls. Troy Manselle and Helenanne Cathey will work on a letter to send to John Daly requesting a written approval to allow the District to do the project in the spring.
4. James Newman to do the culvert on Moncreiffe after getting approval from John Daly.
5. 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. **12/11/18 This item will be removed due to the work the County has done.**
 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.

6. Road Coordinator:

Appointed until next meeting: Troy Manselle (680-1816) (Dec. until Jan. meeting)

- B. Mailboxes extended – This will be discussed in the spring. Robert Pfeil moved to authorize James Newman to contact L.A.W Trucking to deliver one load of limestone for the area by the mailboxes and to spread the rock as needed. Troy Manselle seconded. Motion carried unanimously.

IV. New Business

- A. Assessments / Concerns about County's billing to those affected by the tornado – A concern was raised regarding the tax assessment bills people who were affected by the tornado received. The County has advised that there was an error in the bills that went out. They have corrected it. Anyone that has any questions is welcome to call the County Assessor's office at 307-682-7266.
- B. There was discussion on getting some rock down in some muddy spots, particularly on Bomber Mountain – past Seven Brothers – as well as the west end of Daly up to the intersection of Buffalo Back. Kari Purinton moved to authorize James Newman to order up to four loads of limestone a month for the next four months, to be revisited in April, to be placed in needed spots throughout the District. The following areas were discussed:
1. Bomber – from Seven Brothers to the corner.
 2. On the corner of Moncreiffe where the work was just done.
 3. Daly from Fitch to Buffalo Back. East end of Daly.
 4. On Five Fingers in front of the old pipe yard.
 5. Where Willow and Gargoyle meet
- C. There was discussion on working on the drainage on Woolsey to protect Penrose.
- D. Robert Pfeil moved to submit a credit application to Pete Lien & Sons. Troy Manselle seconded. Motion carried unanimously.

V. Next regular Meeting: TUESDAY, JANUARY 22, 2019, 5:00 p.m. (Usually the 4th Tuesday of each month)

2019 meeting schedule:

Feb. 26, 2019	Mar. 26, 2019	
April 23, 2019	May 28, 2019	June 25, 2019
July 23, 2019	Aug. 27, 2019	Sep. 24, 2019
Oct. 22, 2019	Nov. 26, 2019	Dec. 10, 2019* (moved to 2 nd Tuesday)

VI. Adjourn – Troy Manselle moved to adjourn the meeting. Kari Purinton seconded. The meeting adjourned at 5:56 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

Robert Pfeil, President (299-4601)	Date
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Troy Manselle, Vice-President (680-1816)	Date
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Kari Purinton, Secretary/Treasurer (670-0275)	Date
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