

Oriva Hills Improvement & Service District
Regular Meeting Minutes
Monday, December 19, 2016, 5:00 p.m.
Office of Cathey Consulting – 400 South Gillette Avenue, Suite 106, Gillette, Wyoming

Board Members Present: Robert Pfeil, Kari Purinton (by telephone)
Board Members Not Present: Troy Manselle
Others Present: Helenanne Cathey, James Newman

Robert Pfeil called the meeting to order at 5:01 p.m.

- I. Minutes** – The minutes for the last regular meeting on November 22, 2016, 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:	\$3,503.52
11/30/16 Interest	\$0.14
12/19/16 Ck# 487 – Transfer from Checking	\$100.00
Ending Savings Account Balance:	\$3,603.66

Checking Account Balance End of Last Meeting:	\$58,933.44
12/14/16 Deposit – County Assessments	\$19,402.96
Checking Account Balance Prior to Meeting:	\$78,336.40

Bills Approved for Payment:

AUTO	First Interstate Bank	Loan Payment	\$ 786.88
Ck# 486	Cathey Consulting, LLC	Invoice 3672 – Oct. admin./books	\$ 323.19
Ck# 487	Oriva Hills ISD	Monthly Transfer	\$ 100.00

TOTAL:	\$ 1,210.07
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Ending Checking Account Balance:	\$77,126.33
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Assessments Due: \$40,800.00

- III. Unfinished Business** – There was a great deal of discussion on the roads. The following projects are pending:
- a. Road Work / Other – Projects Approved / Work in Progress
- i. 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. **11/22/16 – Troy Manselle reported that John Daly still has not contacted him. Troy will try to contact John Daly again. Kari Purinton reported that she talked to some of John Daly's people driving on the road and told them that they need to slow down. Troy Manselle will ask John Daly why any of his people are using the District's roads.**
- 2) Install "No through oil field traffic" (one for each entrance – below the 30 mph signs) and 3 "Surveillance" signs (for gates), 30 mph signs, and stop sign on Bomber Mountain coming down to Penrose. **9/27/16 Signs will be installed soon. One sign was installed. Kari Purinton will work on the signs.**
- ii. 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.

- iii. 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. **9/27/16 Waiting for John Daly to provide written authorization. James Newman reported that he was waiting until we had the written authorization so he could do all of them at one time. The consensus was to have James Newman go ahead with culverts.**
 - 1. Moncreiffe – culvert
 - 2. Cloud Peak and Fitch – culvert needs to be replaced (at Tom Walker's place)
 - 3. Daly and Fitch – culvert (at Tom Hill's place)
 - 4. 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.**
- iv. **11/22/16 – Kari Purinton is working on setting up an account at Menard's.**
- v. **11/22/16 – The following 2 items were discussed, and the Board will get quotes.**
 - 1. **Add 6" of limestone (some areas don't need the 6" – this will be evaluated) (22' wide – the Board will measure the distance) to the following:**
 - Fitch – from Oriva Road to Cloud Peak**
 - Penrose – from the entrance to Moncreiffe**
 - 2. **Mag Chloride on those same sections (Fitch & Penrose)**
- vi. 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.
- vii. Road Coordinator
 - Appointed until next meeting: Troy Manselle (680-1816) (Dec. until Jan. meeting)
- b. Surface Use Payments – 8/23/16 & 9/27/16 – One of the companies isn't Anadarko now – it was sold to Wood Group. Wood Group sold to Pegasus and Powder River Midstream. 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. Reverse 911 System – Kari Purinton to check into it. The County has a new emergency notification system. Kari Purinton will contact the County.
- d. The Fire Department has requested that homes put red house numbers at their properties. Robert Pfeil to check into the recommended standard for the numbers and see if they are available from the courthouse.
- e. At the September meeting, there was discussion on having a fire truck or a fire department station at Oriva Hills. Robert Pfeil or Kari Purinton will see if someone from the Fire Department would be willing to come to explain the requirements of having a station and to answer questions.

IV. New Business

- a. There was discussion on snow removal. Crown Grading was not available to blade today. James Newman reported that he will blade when he can unless the County can get in there sooner.

V. Next Regular Meeting: TUESDAY, JANUARY 24, 2017, 5:00 p.m. (Usually the 4th Tuesday of each month)

2017 meeting schedule:

February 28, 2017	March 28, 2017	
April 25, 2017	May 23, 2017	June 27, 2017
July 25, 2017	August 22, 2017	September 26, 2017
October 24, 2017	November 28, 2017	December 26, 2017

VI. Adjourn – Robert Pfeil moved to adjourn the meeting. Kari Purinton 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:

Troy Manselle (680-1816)

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