

Oriva Hills Improvement & Service District
Regular Meeting Minutes
Tuesday, December 22, 2020, 6:00 p.m.
Office of Cathey Consulting – 400 South Gillette Avenue, Suite 106, Gillette, Wyoming

Board Members Present: Nick Clevenger, Robert Pfeil, Mark Smith
Others Present: Helenanne Cathey, Kari Purinton, Dale Purinton, James Newman

Robert Pfeil called the meeting to order at 6:00 p.m.

A moment of silence was held in honor of Troy Manselle who passed away this month. Troy Manselle was a former Board member. He will be missed.

- I. Minutes** – Minutes are e-mailed and posted online after each meeting at www.catheyconsulting.net. Robert Pfeil moved to approve the minutes for the regular meeting on November 24, 2020, as written. Mark Smith 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. Nick Clevenger seconded. Motion carried unanimously.

Savings Account Balance End of Last Meeting:		\$8,330.24
11/30/20	Interest	\$0.68
12/22/20	Transfer from Checking	\$100.00
Ending Savings Account Balance:		\$8,430.92
Checking Account Balance End of Last Meeting:		\$47,395.69
11/30/20	Interest	\$2.65
12/14/20	Deposit – Assessments	\$26,603.94
Checking Account Balance Prior to Meeting:		\$74,002.28
Bills Paid / Checks Written at Meeting:		
Ck# 1041	Cathey Consulting, LLC	Inv. 5768 – Nov. adm./bks/postage
Ck# 1042	Crown Grading	Inv. 108 – Blade roads
Ck# 1043	Oriva Hills ISD	Monthly Transfers (\$100/mo.)
TOTAL:		\$ 2,940.00
Ending Checking Account Balance:		\$71,062.28
Receivables / Assessments: \$45,800.00		

III. Unfinished Business

- A. Road Work – No updates on the following.
1. Letters to landowners with fences on the road that need to be moved back out of the road right-of-way.
 2. The following are on hold and will be discussed in the spring:
 1. Corner on Bomber
 2. Culvert on the corner of Woolsey and Moncreiffe
- Culvert Inventory (10/27/2020):**
- 3 each 18" X 20' culverts
3 each 18" X 15' culverts
3 each 18" bands
3. Other Future Projects:
 1. (*Discussion Nov., 2020*): North end of South Peak and north end of Cloud Peak, spot on Five Fingers, several areas on Moncreiffe, Bomber Mountain sections, about a half a mile on Bald Mountain. (Cloud Peak is still eligible for 50% grant for drainage improvements)
 2. Fitch – from Oriva to Cloud Peak (L-Base) / Culvert at Henderson's / soft spots
 3. Oriva – from Fitch to Cloud Peak (Scoria) (1.32 miles)
 4. M & K access road off South Peak – drainage at intersection

5. Hallelujah Peak – This will be a bigger issue and may be a future project.
6. Culvert on Moncreiffe, about 60' west of Penrose needs to be addressed.
7. 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.

4. Road Coordinator:

Appointed until next meeting: Mark Smith (307-660-4132)
 September (until October meeting): Robert Pfeil (307-299-4601)
 October (until November meeting): Nick Clevenger (509-994-0676)
 November (until December meeting): Nick Clevenger (509-994-0676)

- B. Mailboxes – Nick Clevenger reported that he talked to the new postmaster. The postmaster advised that they have some pedestal mailboxes that the District can have along with boxes for packages. If the District wants them, we just need to go pick them up. Nick Clevenger will stop and talk to the postmaster and look at the boxes. If they are in decent shape, he will coordinate hauling the boxes out to Oriva Hills for storage for now to be installed in the spring/summer. There was discussion on the location for the mailboxes.

IV. New Business

- A. Items listed as Tabled on the agenda have been completed or discussed as future projects. The Tabled Items section will be removed from the agenda.
- B. There was discussion on street signs. Kari Purinton volunteered to be in charge of getting street signs ordered and installed. The County will generally provide the signs without charge to the District.
- C. There was discussion on having Crown Grading pull the gravel in from the shoulders in spots. The Board was okay with that.

V. Next Regular Meeting: TUESDAY, JANUARY 26, 2021, 6:00 p.m. (Usually, the 4th Tuesday of each month)

2021 meeting schedule:

Tues., Jan. 26, 2021, 6:00 p.m. Tues., Feb. 23, 2021, 6:00 p.m. Tues., Mar. 23, 2021, 6:00 p.m.
 Tues., Apr. 27, 2021, 6:00 p.m. Tues., May 25, 2021, 6:00 p.m. Tues., June 22, 2021, 6:00 p.m.
 Tues., July 27, 2021, 6:00 p.m. Tues., Aug. 24, 2021, 6:00 p.m. Tues., Sep. 28, 2021, 6:00 p.m.
 Tues., Oct. 26, 2021, 6:00 p.m. Tues., Nov. 23, 2021, 6:00 p.m. Tues., Dec. 28, 2021, 6:00 p.m.

VI. Adjourn – Robert Pfeil adjourned the meeting at 6:25 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.

- 8) A reminder to homeowners that all of the roads in the District have a minimum of 60' right of way. In other words, all fences need to be back at least 30' from the center of the road. (Some roads may be 100' right-of-way, so the fence would need to be 50' from the center of those roads.) Roads cannot be maintained or improved if fences are too close to the road.

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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Nicholas (Nick) Clevenger, Vice President (509-994-0676)	Date
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Mark Smith, Secretary/Treasurer (307-660-4132)	Date
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