

Oriva Hills Improvement & Service District
Regular Meeting Minutes
Tuesday, February 23, 2021, 6:00 p.m.
Office of Cathey Consulting – 400 South Gillette Avenue, Suite 106, Gillette, Wyoming

Board Members Present: Nick Clevenger, Robert Pfeil
Board Members Not Present: Mark Smith
Others Present: Helenanne Cathey, Pam Stang, Sean Egerstrom

Robert Pfeil called the meeting to order at 6:09 p.m.

- 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 January 26, 2021, as written. Nick Clevenger 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:	\$8,531.63
01/31/21 Interest	\$0.72
02/23/21 Transfer from Checking	\$100.00
Ending Savings Account Balance:	\$8,632.35

Checking Account Balance End of Last Meeting:	\$78,339.58
01/31/21 Interest	\$4.56

Checking Account Balance Prior to Meeting:	\$78,344.14
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Bills Paid / Checks Written at Meeting:

Ck# 1047	Cathey Consulting, LLC	Inv. 5857 – Jan. adm./bks/postage	\$ 340.00
Ck# 1048	Crown Grading	Inv. 110 – Blade roads & plow snow	\$ 1,350.00
Ck# 1049	Oriva Hills ISD	Monthly Transfer to Savings (\$100/mo.)	\$ 100.00

TOTAL:	\$ 1,790.00
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Ending Checking Account Balance:	\$76,554.14
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Receivables / Assessments: \$37,200.00

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.
 - A letter was sent 2/2/21 to the owner of 12 Hallelujah Peak Court to keep the fence 30' from the center of the road.
 - There was discussion on sending more individuals letters, and then there was discussion on sending a letter to everyone in the District regarding fences and keeping them away from the roads. This way, everyone will have been notified. Robert Pfeil moved to send a letter to everyone in the District. Nick Clevenger seconded. Motion carried unanimously.
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 (no update):

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: Nick Clevenger (509-994-0676)

- B. Mailboxes – Nick Clevenger reported that he talked to the Postmaster. They have some new locked mailboxes that they will give to the District. We are looking at 225 mailboxes, and the Board would like to get bids for the concrete pad, installation of mailboxes, and a three-sided lean to shelter. Board members will follow up with the postmaster, talk to the County Planning Department to discuss any regulations, and will work on getting bids.
- C. Street Signs – No update. There was discussion on making sure the street signs are all on the correct side of the road throughout the District.

IV. New Business

- A. Robert Pfeil reported that he received a number of phone calls about Starvation Peak Road. The District does not build roads. If the landowners or developer build the road, and build it to County specifications, then the District will maintain it, but the District doesn't build new roads.

V. Next Regular Meeting: TUESDAY, MARCH 23, 2021, 6:00 p.m. (Usually, the 4th Tuesday of each month)

2021 meeting schedule:

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 moved to adjourn. Nick Clevenger seconded. The meeting adjourned at 6:36 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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