

Oriva Hills Improvement & Service District
Regular Meeting Minutes
Tuesday, February 25, 2020, 5:00 p.m.
Office of Cathey Consulting – 400 South Gillette Avenue, Suite 106, Gillette, Wyoming

Board Members Present: Nick Clevenger, Robert Pfeil, Tom Walker

Others Present: Helenanne Cathey, Dale Purinton, Kari Purinton, James Newman

Robert Pfeil called the meeting to order at 5:01 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 28, 2020, 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. Tom Walker seconded. Motion carried unanimously.

FIRST INTERSTATE BANK ACCOUNTS:

Savings Account Balance End of Last Meeting:		\$7,322.02
01/31/20	Interest	\$0.31
02/20/19	Transferred to First National Bank	\$7,322.33
Ending Savings Account Balance:		\$0.00
Checking Account Balance End of Last Meeting:		\$67,745.53
02/10/20	Deposit – Assessments	\$1,827.83
02/20/20	Transferred to First National Bank	\$69,573.36
Checking Account Balance Prior to Meeting:		\$0.00

FIRST NATIONAL BANK ACCOUNTS:

Savings Account Balance End of Last Meeting:		\$0.00
02/20/19	Transfer from First Interstate Bank	\$7,322.33
02/25/20	Current Meeting Transfer fr, Checking	\$100.00
Ending Savings Account Balance:		\$7,422.33
Checking Account Balance End of Last Meeting:		\$0.00
02/05/20	Office supplies – checks	\$151.00
02/20/20	Transfer from First Interstate Bank	\$69,573.36
Checking Account Balance Prior to Meeting:		\$69,442.36
Bills Paid / Checks Written at Meeting:		
Ck# 1001	Cathey Consulting, LLC	Inv. 5322 – Jan. adm./bks/postage \$ 342.20
Ck# 1002	Crown Grading	Inv. 90 – Plowed subdivision \$ 2,800.00
Ck# 1003	Oriva Hills ISD	Monthly Transfer \$ 100.00
TOTAL:		\$ 3,242.20
Ending Checking Account Balance:		\$ 66,180.16
Receivables: Assessments: \$36,600.00 / M & K Oil \$1,308.00		

III. Unfinished Business

- A. Road Work – No activity. Snow removal has been done several times since the last meeting. There was discussion on Seven Brothers Court that has been fenced off. James Newman reported that he won't be able to get back in there if there is another snowstorm. Cloud Peak Court has a similar issue. Robert Pfeil will talk to the County Public Works Department to see what they can do. There was discussion on Woolsey and the dirt that is starting to build up along a fence from being pushed off the road. Woolsey needs to be addressed at some point.
1. L.A.W. Trucking approved for \$95 an hour to bring in rock with his dump truck for problem areas (\$2,500 approximately – approved March, 2019). No update.
 2. \$6,500 approved for scoria for South Peak on 10/22/19. No update.
 3. Scope of work for other areas – No update.

4. 2020 (or later) Proposed or Possible Projects – No update.
 1. Oriva – from Penrose to Fitch (L-Base) (.32 miles)
 2. Fitch – from Oriva to Cloud Peak (L-Base)
Culvert at Henderson's
 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.
5. Road Coordinator:
Appointed until next meeting: Nick Clevenger (509-994-0676) (Feb. until Mar. meeting)

- B. Mailboxes – Post office (how many boxes will be required) / concrete pad / locked box pedestals – No update.

IV. New Business

- A. The Local Government Liability Pool renewal application was completed and will be returned for the insurance coverage for the next fiscal year.
- B. The budget will be updated over the coming months.
- C. Tom Walker reported that he called the Sheriff's Office for a car that was stuck in the middle of the road and left there.

V. Next Regular Meeting: TUESDAY, MARCH 24, 2020, 5:00 p.m. (Usually the 4th Tuesday of each month)

2020 meeting schedule:

Tues., Mar. 24, 2020, 5:00 p.m.
Tues., Apr. 28, 2020, 5:00 p.m. Tues., May 26, 2020, 5:00 p.m. Tues., June 23, 2020, 5:00 p.m.
Tues., July 28, 2020, 5:00 p.m. Tues., Aug. 25, 2020, 5:00 p.m. Tues., Sep. 22, 2020, 5:00 p.m.
Tues., Oct. 27, 2020, 5:00 p.m. Tues., Nov. 24, 2020, 5:00 p.m. Tues., Dec. 22, 2020, 5:00 p.m.

VI. Adjourn – Robert Pfeil moved to adjourn. Tom Walker seconded. The meeting adjourned at 5:42 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
307-685-8235

Robert Pfeil, President (307-299-4601)	Date
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Tom Walker, Vice-President (307-660-5271)	Date
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Nicholas (Nick) Clevenger, Secretary/Treasurer (509-994-0676)	Date
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