

Oriva Hills Improvement & Service District
Regular Meeting Minutes
Tuesday, February 26, 2019, 5:00 p.m.
Office of Cathey Consulting – 400 South Gillette Avenue, Suite 106, Gillette, Wyoming

Board Members Present: Kari Purinton, Robert Pfeil, Troy Manselle (by phone)
Others Present: Helenanne Cathey, Dale Purinton, James Newman

Robert Pfeil called the meeting to order at 5:02 p.m.

- I. Minutes** – The minutes for the last regular meeting on January 22, 2019, 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. 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:		\$6,114.99
01/31/19	Interest	\$0.77
02/26/19	Ck# 0587 – Transfer from Checking	\$100.00
Ending Savings Account Balance:		\$6,215.76
Checking Account Balance End of Last Meeting:		\$122,935.06
02/08/19	Deposit – Assessments	\$400.00
02/20/19	County Grant Pay Request 2	\$2,486.58
Checking Account Balance Prior to Meeting:		\$125,821.64
Bills Paid / Checks Written at Meeting:		
Ck# 585	Cathey Consulting, LLC	Inv. 4786 – Jan. adm./bks \$ 341.50
Ck# 586	Crown Grading	Inv. 78 – Plowed snow & spread rock \$ 150.00
Ck# 587	Oriva Hills ISD	Monthly Transfer \$ 100.00
Ck# 588	Pete Lien & Sons	1/31/19 – 243.18 tons of limestone \$ 4,377.28
TOTAL:		\$ 4,968.78
Ending Checking Account Balance:		\$120,852.86
Receivables: Assessments: \$35,054.00		

III. Unfinished Business

A. Road Work – There was discussion

1. December, 2018 meeting: Up to four loads of limestone approved to be delivered to muddy spots around the District for the next four months to be revisited in April. Some limestone was brought in January, and Crown Grading spread the rock (on Bomber – from Seven Brothers to the corner). There was discussion on areas that need rock and areas where some road work needs to be done before rock is put down. James Newman recommended cleaning up some ditches this spring, and there was discussion on cleaning ditches as part of a regular maintenance plan. Robert Pfeil moved to do the next 4 loads on the east end of Daly. Kari Purinton seconded. Motion carried unanimously.
2. Drainage on Woolsey to protect Penrose project – discussed at the December meeting. There was discussion on Penrose and making sure that the work done last year is maintained.
3. Penrose project update – Additional limestone was delivered after the last meeting. Pay Request 3 for \$1,094.32 was approved and signed and will be submitted to the County for reimbursement. Robert Pfeil will check to see when the contractor will start delivering limestone again.
4. Issues regarding John Daly's property (drainage and culvert on Moncreiffe) – Troy Manselle reported that he talked to John Daly on the phone yesterday. John Daly provided a verbal approval for putting the culvert in and cutting the drainage and letting the fence down to get in there to get to the low spot. He wants the District to go to Thar's and re-seed with a specific seed that they sell

there and put the fence up good and tight when done. Helenanne Cathey will send another e-mail requesting the approval in writing – either a letter or an e-mail.

5. 2019 (or later) Proposed or Possible Projects – There was discussion on some of the projects listed below.

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. Hallelujah Peak – This will be a bigger issue and may be a future project.
8. 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: Robert Pfeil (299-4601) – Feb. until Mar. meeting

- B. Mailboxes extended – To be addressed in the spring. (One load of limestone approved at the December meeting to be placed at the mailboxes.) There was discussion on getting locked boxes. There are 204 lots right now, and if the post office requires a box for each lot, it probably makes sense for a structure of some kind for a mail station instead of individual pedestals with 16 boxes each. Robert Pfeil will contact the post office to discuss the issue.

IV. New Business

- A. None

V. Next regular Meeting: TUESDAY, MARCH 26, 2019, 5:00 p.m. (Usually the 4th Tuesday of each month)

2019 meeting schedule:

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 – Robert Pfeil moved to adjourn the meeting. Kari Purinton seconded. The meeting adjourned at 6:07 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

Troy Manselle, Vice-President (680-1816) Date

Kari Purinton, Secretary/Treasurer (670-0275) Date