

Oriva Hills Improvement & Service District
Regular Meeting Minutes
Tuesday, January 23, 2018, 5:00 p.m.
Office of Cathey Consulting – 400 South Gillette Avenue, Suite 106, Gillette, Wyoming

Board Members Present: Robert Pfeil, Kari Purinton
Board Members Not Present: Troy Manselle
Others Present: Helenanne Cathey, Dale Purinton

Robert Pfeil called the meeting to order at 5:14 p.m.

- I. Minutes** – The minutes for the last regular meeting on November 28, 2017, 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. There was no meeting in December.
- 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:	\$4,707.28
11/30/17 Interest	\$0.38
12/2017 Ck# 529 – Transfer from Checking	\$100.00
12/31/17 Interest	\$0.37
01/23/18 Ck# 532 – Transfer from Checking	\$100.00
Ending Savings Account Balance:	\$4,908.03

Checking Account Balance End of Last Meeting:	\$118,870.99
12/11/17 Deposit – County Assessments	\$9,405.45
01/10/18 Deposit – County Assessments	\$3,417.75
Checking Account Balance Prior to Meeting:	\$131,694.19

Bills Approved for Payment:

Ck# 529	Oriva Hills ISD	Monthly Transfer	\$ 100.00
Ck# 530	Cathey Consulting, LLC	Invoice 4192 – Nov. adm./bks \$320.49	\$ 640.49
		Invoice 4231 – Dec. adm./bks \$320.00	
Ck# 531	Crown Grading	Ticket 64 – Road blading	\$ 1,500.00
Ck# 532	Oriva Hills ISD	Monthly Transfer	\$ 100.00

TOTAL: **\$ 2,340.49**

Ending Checking Account Balance: **\$129,353.70**

Receivables: Assessments: \$36,600.00

III. Unfinished Business

A. Road Work / Other – Projects Approved / Work in Progress

1. Issues regarding John Daly's property and Signs:
 - 1) Drainage – No update on getting written confirmation from John Daly.
2. 6/27/17 – James Newman to do the culvert on Moncreiffe after getting approval from John Daly. There was discussion on going ahead with this culvert based on the verbal okay from John Daly.
3. Road Work – Shaping/drainage/culverts where needed and top with L-Base or scoria. (4" of rock on an area 20' wide) – considering the following roads:
 - Oriva – from Penrose to Fitch (L-Base) (.32 miles)
 - Penrose – from the entrance to Moncreiffe (L-Base)
 - Fitch – from Oriva to Cloud Peak (L-Base)
 - Culvert at Henderson's
 - Oriva – from Fitch to Cloud Peak (Scoria) (1.32 miles)

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.

Board members will get bids from contractors for the above scope. A grant application will be submitted to the County. If needed, longer roads can be broken up into 2 or 3 projects.

Kari Purinton will drive the roads and see where other culverts may be needed.

4. 2019 (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.

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: Kari Purinton (670-0275) (Jan. until Feb. meeting)

B. Surface Use Payments – No update.

C. Winter Preparations:

1. Markers for pipelines that are hard to mow around – Would it be possible to get them moved inside of fence lines so ditches could be mowed easier? Kari Purinton will map the markers and send it to Troy Manselle so that he can contact 811 to see about getting those markers moved.
2. A reminder if people could get out and clean up the ditches around their place (get rid of the big rocks, etc.), it will stay easier to mow.
3. Snow removal – Troy Manselle talked to S & S. They did not provide a quote yet.
4. Robert Pfeil will contact Powder River Energy to see what they are doing with the poles and boxes that are not used anymore.

D. Mailboxes – There was discussion on the mailboxes area and working with the landowner there. Someone has purchased the property. The Board will try to contact the new landowner regarding the District checking for property pins and seeing if the lot could be subdivided to move the mailboxes and/or put the road back in.

IV. New Business

A. Even though we are a long way from fire season, the Board asks people to think about getting their ditches mowed and cleaned up to keep the fire danger down. Keeping the grass cut low will help. Also, it may be helpful if we could get a list of people who have water or tanker trucks available to help fight fires if needed and also anyone that has a blade to cut a fire line if needed. There was discussion on possibly raising the assessment if people don't get ditches mowed. The consensus was to monitor this year, and if ditches aren't cleaned up and mowed, the assessment could go up next year so that the District can hire someone to mow the ditches.

V. Next regular Meeting: TUESDAY, FEBRUARY 27, 2018, 5:00 p.m. (Usually the 4th Tuesday of each month)

2018 meeting schedule:

March 27, 2018	April 24, 2018		
May 22, 2018	June 26, 2018	July 24, 2018	August 28, 2018
Sept. 25, 2018	October 23, 2018	Nov. 27, 2018	Dec. 11, 2018 (moved to 2nd Tues.)

VI. Adjourn – Robert Pfeil moved to adjourn. Kari Purinton seconded. The meeting adjourned at 6:05 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:

Kari Purinton (670-0275)

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