

Oriva Hills Improvement & Service District
Regular Meeting Minutes
Tuesday, January 24, 2017, 5:00 p.m.
Office of Cathey Consulting – 400 South Gillette Avenue, Suite 106, Gillette, Wyoming

Board Members Present: Robert Pfeil, Kari Purinton, Troy Manselle (By Telephone)
Others Present: Helenanne Cathey, Dwayne Pond, Dale Purinton

Robert Pfeil called the meeting to order at 5:05 p.m.

- I. Minutes** – The minutes for the last regular meeting on December 19, 2016, were e-mailed after the last meeting and posted online at www.catheyconsulting.net. Kari Purinton moved to approve the minutes as written. Robert Pfeil 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. Kari Purinton seconded. Motion carried unanimously.

Savings Account Balance End of Last Meeting:		\$3,603.66
12/31/16	Interest	\$0.22
1/24/17	Ck# 490 – Transfer from Checking	\$100.00
Ending Savings Account Balance:		\$3,703.88
Checking Account Balance End of Last Meeting:		\$77,126.33
01/11/17	Deposit – County Assessments	\$604.24
Checking Account Balance Prior to Meeting:		\$77,730.57
Bills Approved for Payment:		
AUTO	First Interstate Bank	Loan Payment
Ck# 488	Cathey Consulting, LLC	Invoice 3711 – Dec. admin./books
Ck# 489	Crown Grading	Inv. 53 – Plowed subdivision 4 times
Ck# 490	Oriva Hills ISD	Monthly Transfer
TOTAL:		\$ 3,906.88
Ending Checking Account Balance:		\$73,823.69
Assessments Due: \$40,200.00		

- III. Unfinished Business** – Most things are on hold with the snow. Board members are still working on the projects below. The following projects are pending:
- a. Road Work / Other – Projects Approved / Work in Progress
- i. Issues regarding John Daly's property and Signs:
- 1) Drainage – Troy Manselle to get John Daly's authorization in writing after the July meeting. At the July meeting, the Board approved moving forward with the work. 11/22/16 – Troy Manselle reported that John Daly still has not contacted him. Troy will try to contact John Daly again. Kari Purinton reported that she talked to some of John Daly's people driving on the road and told them that they need to slow down. Troy Manselle will ask John Daly why any of his people are using the District's roads.
- 2) Install "No through oil field traffic" (one for each entrance – below the 30 mph signs) and 3 "Surveillance" signs (for gates), 30 mph signs, and stop sign on Bomber Mountain coming down to Penrose. 9/27/16 Signs will be installed soon. One sign was installed. Kari Purinton will work on the signs.
- ii. CenturyLink utility line – When the project has been completed a completion report and closeout letter need to be submitted to the County. Kari Purinton to follow up with CenturyLink.

- iii. The consensus was to go ahead with some culverts without the County grant program. At the July meeting, the Board authorized Crown Grading to do the following work. The work won't be done until the District has written permission from John Daly. 9/27/16 Waiting for John Daly to provide written authorization. James Newman reported that he was waiting until we had the written authorization so he could do all of them at one time. The consensus was to have James Newman go ahead with culverts.
 - 1. Moncreiffe – culvert
 - 2. Cloud Peak and Fitch – culvert needs to be replaced (at Tom Walker's place)
 - 3. Daly and Fitch – culvert (at Tom Hill's place)
 - 4. Penrose and Bomber Mt. – cut ditch or add culvert at Rupps – 8/23/16 – Kari Purinton reported that Rupps said that a culvert can be moved from the old gate to the location where it is needed now.
- iv. 11/22/16 – Kari Purinton is working on setting up an account at Menard's.
- v. 11/22/16 – The following 2 items were discussed, and the Board will get quotes.
 - 1. Add 6" of limestone (some areas don't need the 6" – this will be evaluated) (22' wide – the Board will measure the distance) to the following:
 - Fitch – from Oriva Road to Cloud Peak
 - Penrose – from the entrance to Moncreiffe
 - 2. Mag Chloride on those same sections (Fitch & Penrose)
- vi. 2017 (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.
 - 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.
- vii. Road Coordinator
 - Appointed until next meeting: Kari Purinton (670-0275) (Jan. until Feb. meeting)

- b. Surface Use Payments – 8/23/16 & 9/27/16 – One of the companies isn't Anadarko now – it was sold to Wood Group. Wood Group sold to Pegasus and Powder River Midstream. There was discussion on the reclamation that needs to be done and also on the lines that were being abandoned. Robert Pfeil reported that the State has been paying companies for reclamation, which will bring in a lot of truck traffic. It was suggested that the District contact BLM regarding the reclamation work and talk to them about surface use. The consensus was for Troy Manselle to talk to John Daly regarding how to calculate surface use agreement dollars before approaching BLM. There was discussion on what companies have lines through the subdivision. The District doesn't want to discourage the reclamation work but wants to make sure the roads aren't destroyed when the work is done. It doesn't take a lot of heavy truck traffic to do a lot of damage to the road.
- c. Reverse 911 System – Kari Purinton to check into it. The County has a new emergency notification system. Kari Purinton will contact the County.
- d. The Fire Department has requested that homes put red house numbers at their properties. Robert Pfeil to check into the recommended standard for the numbers and see if they are available from the courthouse.
- e. At the September meeting, there was discussion on having a fire truck or a fire department station at Oriva Hills. Robert Pfeil is trying to get someone from the Fire Department to come to the February meeting. Kari Purinton reported that she talked to her insurance company. They advised that there wouldn't be much of a difference in cost if there were a fire station there.

IV. New Business

- a. A letter was reviewed to send to the County Commissioners listing the directors and officers for the District.

- b. There was discussion on the area by the mailboxes. A suggestion was made to put some limestone down by the mailboxes, get the grade sloping away from the mailboxes and maybe cut in a ditch this spring.
- c. There was discussion on all of the snow this year and the blading. There was some pretty heavy drifting, and the wind was changing directions often. A thank you to people who helped other people out. **A reminder, however, to anyone blading, if you do any damage to culverts, you will be responsible for the damages.**
- d. There was discussion on blading snow and if there is anyone else that could be called if Crown Grading isn't available. There was discussion on installing some snow fence in areas that drifted really bad this year.
- e. There was discussion on some road work:
 - i. A homeowner expressed concern that there are a number of bare spots on Oriva Road. It needs rock. There was discussion on putting a 2" cap of scoria on this road. Any wash outs and drainage need to be addressed and culverts installed where needed.
 - ii. There was discussion on assessments and a request that the assessments be changed – maybe a different amount for undeveloped lots. There was a great deal of discussion. The assessments were increased in 2011 because in order to do any road projects, the District needed to bring in more money. There are 21 miles total in the District. How do you make needed improvements on the roads and then maintain the improvements with a lower budget? The District still has roads to improve – improve drainage and build up a base and a crown – then put a quality material on top (limestone). There has been discussion on different materials, but they are more expensive. This will be discussed over the coming months and during the budget process.

V. Next Regular Meeting: TUESDAY, FEBRUARY 28, 2017, 5:00 p.m. (Usually the 4th Tuesday of each month)

2017 meeting schedule:

March 28, 2017

April 25, 2017

July 25, 2017

October 24, 2017

May 23, 2017

August 22, 2017

November 28, 2017

June 27, 2017

September 26, 2017

December 26, 2017

VI. Adjourn – Robert Pfeil moved to adjourn the meeting. Kari Purinton seconded. The meeting adjourned at 6:41 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.
 - 3) 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