

Oriva Hills Improvement & Service District
Regular Meeting Minutes
Tuesday, July 26, 2022, 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, James Newman, Mike Lynch, Russ Dexter

Robert Pfeil called the meeting to order at 6:05 p.m.

- I. Minutes** – Robert Pfeil moved to approve the minutes for the budget hearing and regular meeting on June 28, 2022, 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:	\$25,144.92
06/30/22 Interest	\$1.00
Ending Savings Account Balance:	\$25,145.92
Checking Account Balance End of Last Meeting:	\$106,749.22
06/30/22 Deposit – Assessments	\$1,259.30
06/30/22 Interest	\$7.48
Checking Account Balance Prior to Meeting:	\$108,016.00
Bills Paid / Checks Written at Meeting:	
Ck# 1106 Cathey Consulting, LLC	Inv. 6622 – June adm./bks/postage \$ 340.00
Ck# 1107 Crown Grading	Inv. 127 – Road projects, maintenance blading \$11,670.00
Ck# 1108 Gillette News-Record	Ad 00374519 – Director election ad \$ 77.00
Ck# 1109 Quality Agg & Construction	Inv. 47469 – 912 yards 2" scoria (\$9/CY) \$ 8,208.00
Ck# 1110 VanDamme & Sons	Inv. 90 – Hauled rock \$15,885.00
TOTAL:	\$36,180.00
Ending Checking Account Balance:	\$71,836.00
Receivables / Assessments: \$85,000.00 (2021 – \$4,200 / 2022 - \$80,800)	

III. Unfinished Business

A. Road Work –

1. Fences in right-of-way – No update.
 1. 6/23/21 – A letter was sent to the County Attorney's office asking that this issue be investigated and addressed by the County Attorney's office, especially on three properties.
7/26/22 – No update.
 2. 5/24/22 – Blade and reshape the roads and get rock down where it is needed – Total project cost approved \$115,529.44. Invoices from Quality Agg, VanDamme & Sons, and some of the Crown Grading invoice were project related. James Newman provided an update on the work that was done this last month.
2. The following were on hold but will be removed from the agenda for now:
 1. Corner on Bomber
 2. Culvert on the corner of Woolsey and Moncreiffe
Culvert Inventory (10/27/2020) – there were 3 of each of the following but one of each were used this month. The following is the remaining inventory.:
 - 2 each 18" X 20' culverts
 - 2 each 18" X 15' culverts
 - 2 each 18" bands
3. Other Future Projects – Numbers 1 through 5 (below) will be removed from the agenda:

1. *(Discussion Nov., 2020):* 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. **10/26/21: Until the fence is moved, we will probably not be able to do any snow removal.**

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: Mark Smith (307-660-4132)

- B. Mailboxes – Nick Clevenger provided an update. The mailboxes are out of the truck and sitting on the post office property, but the postmaster still needs to release them to the District.
- C. Street Signs – Kari Purinton was working on the street signs project. Kari passed away this past month. The Board expressed their appreciation for all of the work Kari did for the Oriva Hills Improvement and Service District. She was always helpful and friendly. Even when she was off the Board, she still came to almost every meeting. She will be missed. Robert Pfeil will work on the street signs project.
- D. Director Election (November 8, 2022 – Pfeil and Smith) – Anyone interested in running for the Board and having their name on the ballot must file an application between August 10th and August 30th.

IV. New Business

- A. An e-mail was received from a new resident with a number of questions. People are encouraged to mow their own ditches. If the County has time, they will mow the sides of the roads where they can, but there is no guarantee that they will do that each year. The County has a mapping system online. The assessment is discussed during the budget process each year. The practice of the Board is to work within the current budget. Some people want to see the assessment increased in order to do more work on the roads. Others do not want to see an increase because of the financial concerns some people are living with.
- B. A question was asked about grazing the commons area. Nothing has gone through the Board for grazing this land. People have managed themselves and their animals.
- C. A request was made to use some of the dirt piled up on the common area to fill in some holes. The Board didn't have any issues with that but it's at your own risk.
- D. Someone recommended planting some grass on a right of way (road that hasn't been developed). This isn't something the Board could give permission for. It would be planting at your own risk because it's a public right-of-way.
- E. There was discussion on the original covenants for the common area. The Board doesn't enforce the covenants. Individual landowners can sue other landowners if there are violations of covenants. It is a civil matter.
- F. A complaint was made that Fitch hasn't been bladed. The Board and James Newman reported it was bladed this year. Some roads aren't bladed very often because they don't need it. In some areas, blading will bring up some of the bigger rock that is harder on tires so it's best not to blade if possible on those areas. If someone has a concern about a road, they should contact a Board member or come to a meeting.

V. Next Regular Meeting: TUESDAY, AUGUST 23, 2022, 6:00 p.m. (Usually, the 4th Tuesday of each month) 2022 meeting schedule:

Tues., Aug. 23, 2022, 6:00 p.m. Tues., Sep. 27, 2022, 6:00 p.m.
Tues., Oct. 25, 2022, 6:00 p.m. Tues., Nov. 22, 2022, 6:00 p.m. Tues., Dec. 27, 2022, 6:00 p.m.

VI. Adjourn – Robert Pfeil moved to adjourn. Nick Clevenger seconded. The meeting adjourned at 7:10 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.**
 - 8) RIGHT-OF-WAY ALONG ALL ROADS.**
 - * Daly, Fitch, Penrose and Oriva Road – 100 foot right-of-way – This means that there should be a minimum of 50 feet between the center of the road and any fence on either side of the road.**
 - * All Other Roads – 60 foot right-of-way – This means that there should be a minimum of 30 feet between the center of the road and any fence on either side of the road.**
- 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
--	------

Nicholas (Nick) Clevenger, Vice President (509-994-0676)	Date
--	------

Mark Smith, Secretary/Treasurer (307-660-4132)	Date
--	------