

Oriva Hills Improvement & Service District
Special Meeting Minutes
Wednesday, July 5, 2023, 6:30 p.m.
Office of Cathey Consulting – 400 South Gillette Avenue, Suite 106, Gillette, Wyoming

Board Members Present: Mark Smith, Pamela Stang
Board Members Not Present: Nick Clevenger
Others Present: Helenanne Cathey, Mary Finch, Jason Finch

This special meeting was called to review bids and award a bid to proceed, contingent upon the approval of the County Grant, and submit a County grant application. (Bomber Mountain Road Project)

Mark Smith called the meeting to order at 6:35 p.m.

Two bids were received for the Bomber Mountain Road project – from the intersection of Penrose and Bomber Mountain to 63 Bomber Mountain Road – 2,800 feet of road. The bids were reviewed. There were some questions and concerns noted on the quotes for rock in the bids, so the rock was removed from the bids.

After reviewing the bids and much discussion, Nick Clevenger moved to hire J Finch Dirt Works to do the work and Crown Grading do the trucking. Pamela Stang seconded. Motion carried unanimously.

Mark Smith will get bids for the scoria and J-Base and forward them to Helenanne Cathey so the grant application can be finalized, signed, and submitted to the County as soon as possible. If the County Commissioners approve the grant on July 18th, the work will commence immediately after that, or as soon as possible after the grant is approved.

Line Item	For Grant	Crown Grading	J Finch Dirt Works LLC
912 Tons J-Base Limestone	Rock		
760 CY 2" minus scoria with fines	Rock		
Crowning/Surfacing	Drainage	\$4,550	\$2,160
Trucking	Drainage	\$22,615	\$25,920
60 LF Culverts installed	Drainage	\$2,797	\$1,920
Cut Ditches	Drainage	\$9,772	\$4,800
2,800 feet of Reseeding Ditches	Drainage	\$3,000	\$800
TOTAL		\$42,734	\$35,600

J Finch Dirt Works Bid Items:	Amount	Grant Amount	District Cost
50% / Drainage	\$9,680	\$4,840.00	
25% / Rock and Trucking	\$25,920	\$6,480.00	
	\$35,600	\$11,320.00	\$24,280.00

Nick Clevenger moved to adjourn. Pamela Stang seconded. The meeting was adjourned at 7:09 p.m.

Next Regular Meeting: TUESDAY, JULY 25, 2023, 6:00 p.m. (Usually, the 4th Tuesday of each month)

2023 Meeting Schedule:

Tues., July 25, 2023, 6:00 p.m. / Tues., Aug. 22, 2023, 6:00 p.m. / Tues., Sep. 26, 2023, 6:00 p.m.

Tues., Oct. 24, 2023, 6:00 p.m. / Tues., Nov. 28, 2023, 6:00 p.m. / Tues., Dec. 19, 2023, 6:00 p.m.*

**December meeting moved to the 3rd Tuesday instead of the 4th Tuesday.*

- 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

Mark Smith, President (307-660-4132)	Date
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Nicholas (Nick) Clevenger, Vice President (509-994-0676)	Date
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Pamela Stang, Secretary/Treasurer (307-670-0292)	Date
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