

Oriva Hills Improvement & Service District
Regular Meeting Minutes
Tuesday, May 25, 2021, 6:00 p.m.
Office of Cathey Consulting – 400 South Gillette Avenue, Suite 106, Gillette, Wyoming

Board Members Present: Mark Smith, Robert Pfeil
Board Members Not Present: Nick Clevenger
Others Present: Helenanne Cathey, Kari Purinton, Dale Purinton, Pam and Sean Egerstrom, Dave & Tracy Peterson

Robert Pfeil called the meeting to order at 6:00 p.m.

- I. Minutes** – Minutes are e-mailed and posted online after each meeting at www.catheyconsulting.net. Robert Pfeil moved to approve the minutes for the regular meeting on April 27, 2021, as written. Mark Smith 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. Mark Smith seconded. Motion carried unanimously.

Savings Account Balance End of Last Meeting:	\$8,833.75
04/30/21 Interest	\$0.72
05/25/21 Transfer from Checking	\$100.00
Ending Savings Account Balance:	\$8,934.47

Checking Account Balance End of Last Meeting:	\$73,417.63
04/30/21 Interest	\$4.40
05/10/21 Deposit – Assessments	\$4,015.09
Checking Account Balance Prior to Meeting:	\$77,437.12

Bills Paid / Checks Written at Meeting:

Ck# 1057	Cathey Consulting, LLC	Inv. 5993 – Apr. adm./bks/postage	\$340.00	\$ 707.20
		Inv. 6007 – Mailing to landowners	\$367.20	
Ck# 1058	Crown Grading	Inv. 115 – Blade roads		\$ 750.00
Ck# 1059	Oriva Hills ISD	Monthly Transfer to Savings (\$100/mo.)		\$ 100.00
TOTAL:				\$ 1,557.20
Ending Checking Account Balance:				\$75,879.92
Receivables / Assessments: \$31,000.00				

III. Unfinished Business

A. Road Work –

1. Letters to landowners with fences on the road that need to be moved back out of the road right-of-way.
 - A letter was sent 2/2/21 to the owner of 12 Hallelujah Peak Court to keep the fence 30' from the center of the road.
 - 4/29/21 – Letters were mailed to all landowners.
 - a. Keith and Deb Johnson – 66 Daly Road – e-mailed a question about whether or not their fence was okay.
 - b. Raymond Cooley – 74 Penrose Peak – called regarding concerns about the letter that was sent – 74 Penrose Peak Drive – 2 yellow houses – asked if a Board member could stop and see him or call him regarding his fence on Penrose.
 - c. Dave and Tracy Peterson – 33 Daly Road – Came to the meeting and addressed their concern that some of the roads are in the wrong location.

Robert Pfeil reported on a meeting with the County Public Works Department and a County Commissioner. To do everything exactly right, everything in Oriva Hills

would have to be surveyed. The real problem right now is people are putting fences on the shoulders of the roads. People on Cloud Peak are getting upset because no road work is being done, but fences that are too close to the road prevent the blade operator from putting in ditches and blading appropriately.

The Board does not want to spend District funds on surveying and attorney's fees. Everyone would rather see money spent on fixing roads. Fences need to be moved back off of the roads. Fences built right on the shoulder of the roads prevent the maintenance of adequate ditches and blading roads.

A landowner at the meeting explained that she is not going to be able to move her house in because the fences are too close to the road.

The main issue is that more and more people are building fences right on the shoulder of the road. If a fence is preventing adequate road maintenance, it needs to be moved back away from the road at least far enough so the ditch and road can be maintained.

2. The following are on hold:
 1. Corner on Bomber
 2. Culvert on the corner of Woolsey and Moncreiffe

Culvert Inventory (10/27/2020):

- 3 each 18" X 20' culverts
- 3 each 18" X 15' culverts
- 3 each 18" bands

There was discussion on some culverts that are crushed that need to be replaced.

3. Other Future Projects (no update):
 1. *(Discussion Nov., 2020):* North end of South Peak and north end of Cloud Peak, 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)

At the last meeting, \$5,000 was approved for Cloud Peak, and \$3,500 was approved for South Peak. Robert Pfeil reported that he drove the roads with James Newman after the last meeting, and it was determined that the cost will be more than what was originally anticipated. The cost will be closer to \$6,500 each. Both have the same issue with fences that are too close to the road. A comment was made that South Peak is so muddy it is not passable for some people. Robert Pfeil moved to authorize an increase on the costs for these two roads to \$6,500 each. Mark Smith seconded. Motion carried unanimously.

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.

There was discussion on some work on Moncreiffe and putting a section of road back in.

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.
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: Nick Clevenger (509-994-0676)

- B. Mailboxes – The Board is working on getting bids for installing the locked mailboxes and for a 3-sided shelter. The locked boxes will be installed at the first entrance where the mailboxes are now. People will have to get out of their vehicles to get their mail. Robert Pfeil reported that Nick Clevenger will be getting with the post office to get the measurements so we know how big of a pad to install.
- C. Street Signs – Kari Purinton is working on the street signs.
- D. Budget for 7/1/21 – 6/30/22 – The proposed budget was approved at the April meeting. The following legal ad will run in the News-Record on Tuesday, June 15th.

**LEGAL NOTICE OF PUBLIC BUDGET HEARING
ORIVA HILLS IMPROVEMENT & SERVICE DISTRICT**

Oriva Hills Improvement and Service District will hold a public hearing to review the 7/1/21 – 6/30/22 budget followed by the regular District meeting to adopt the budget and conduct regular business at the office of Cathey Consulting at 400 South Gillette Avenue, Suite 106, Gillette, Wyoming, (City Hall Mall / K2 Technologies Building – entrance is on 4th Street across from Arrow Printing) on Tuesday, June 22, 2021, at 6:00 p.m. Budget Summary:

Expenses: Administrative \$6,450 / Indirect \$750 / Operations \$214,922
Revenue and Rollover: \$222,122

Assessments will be the same as last year - \$400 per lot. The complete proposed budget is available online at www.catheyconsulting.net – Oriva Hills meeting minutes for 04/27/21. To contact the District or to request special accommodations for the hearing, call Cathey Consulting at 307-685-8235.

IV. New Business

A. None

V. Next Regular Meeting and Budget Hearing: TUESDAY, JUNE 22, 2021, 6:00 p.m. (Usually, the 4th Tuesday of each month)

2021 meeting schedule:

Tues., June 22, 2021, 6:00 p.m.

Tues., July 27, 2021, 6:00 p.m. Tues., Aug. 24, 2021, 6:00 p.m. Tues., Sep. 28, 2021, 6:00 p.m.

Tues., Oct. 26, 2021, 6:00 p.m. Tues., Nov. 23, 2021, 6:00 p.m. Tues., Dec. 28, 2021, 6:00 p.m.

VI. Adjourn – Robert Pfeil moved to adjourn. Mark Smith seconded. The meeting adjourned at 6:34 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
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Nicholas (Nick) Clevenger, Vice President (509-994-0676)	Date
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Mark Smith, Secretary/Treasurer (307-660-4132)	Date
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