

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

Board Members Present: Troy Manselle, Kari Purinton
Board Members Not Present: Robert Pfeil
Others Present: Helenanne Cathey, John Hespen, James Newman, Dwayne Pond

Troy Manselle called the meeting to order at 5:02 p.m.

- I. Minutes** – The minutes for the last regular meeting on September 25, 2018, were e-mailed after the last meeting and posted online at www.catheyconsulting.net. Troy Manselle moved to approve the minutes as written. Kari Purinton seconded. Motion carried unanimously.
- II. Treasurer's Report / Bills** – The treasurer's report, bank statements and bills were reviewed. Troy Manselle 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:		\$5,712.08
09/30/18	Interest	\$0.65
10/23/18	Ck# 571 – Transfer from Checking	\$100.00
Ending Savings Account Balance:		\$5,812.73
Checking Account Balance End of Last Meeting:		\$131,733.09
10/10/18	Deposit – County Assessments	\$200.00
Checking Account Balance Prior to Meeting:		\$131,933.09
Bills Paid at Meeting:		
Ck# 567	Campbell County Treasurer	Property Taxes \$ 52.82
Ck# 568	Cathey Consulting, LLC	Inv. 4606 – Sep. adm./bks \$340.50 \$ 609.00
		Inv. 4637 – Director election \$268.50
Ck# 569	Crown Grading	Inv. 74 – Blading \$ 1,700.00
Ck# 570	Hespen Excavating	Inv. 182 – Road Project \$53,608.40 \$ 58,558.40
		Inv. 183 – Scoria, re-crown, blade \$4,950
Ck# 571	Oriva Hills ISD	Monthly Transfer \$ 100.00
TOTAL:		\$ 61,020.22
Ending Checking Account Balance:		\$ 70,912.87
Receivables: Assessments: \$81,400		

III. Unfinished Business

A. Road Work

1. Penrose project update – John Hespen reported that the County inspected the project and approved it. The limestone can be put down anytime. Pete Lien will be contacted to bring out the limestone. There was discussion on the blading (spreading out the rock). It may not be bladed every day. Pete Lien will leave the rock in windrows. Hespen Excavating or Crown Grading will spread the rock and blade as needed. Troy Manselle will contact Pete Lien to start the limestone coming.

Kari Purinton moved to approve, sign and submit the County reimbursement form for Hespen Excavating's bills for the Penrose project (total bills \$63,288.40 and pay request \$23,482.33). Troy Manselle seconded. Motion carried unanimously.

2. Up to \$1,000 in limestone was approved at the August, 2018 meeting (\$16 per ton) – James Newman reported that Lee Wallace has put down one load on Bald Mountain.
3. \$5,000 of rock (scoria) was approved for the west side of Oriva Road from the Pond residence to Cloud Peak. The work was done and the bill paid at this meeting. There was discussion on culverts. (A motion was made under new business to install two culverts.)

4. Kari Purinton moved to bring in two train loads of scoria for three areas: 1) the muddy spot on Bomber Mountain (north of Hallelujah Peak), 2) the corner of Penrose and Oriva and 3) on Fitch and Daly where Daly intersects into Fitch Road, and put three train loads of limestone on the Bomber Mountain hill off of Penrose. Troy Manselle seconded. Motion carried unanimously.
5. Issues on Daly / drainage – No update.
6. 6/27/17 – James Newman to do the culvert on Moncreiffe after getting approval from John Daly.
7. 2019 (or later) Proposed or Possible Projects:
 1. Oriva – from Penrose to Fitch (L-Base) (.32 miles)
 2. Penrose – from the entrance to Moncreiffe (L-Base)
 3. Fitch – from Oriva to Cloud Peak (L-Base)

Culvert at Henderson's

 4. Oriva – from Fitch to Cloud Peak (Scoria) (1.32 miles)
 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.
 6. M & K access road off South Peak – drainage at intersection
 7. Entrance at Echeta – bring in about 10' – it was recommended to put reflector posts if you pull that road in.
 8. Hallelujah Peak – This will be a bigger issue and may be a future project.
 9. 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.

8. Road Coordinator:

Appointed until next meeting: Kari Purinton (670-0275) (Oct. until Nov. meeting)

B. Surface Use Payments – No update.

C. Winter Preparations – These items will be removed from the agenda.

1. Markers for pipelines that are hard to mow around.
2. Powder River Energy poles.

D. Director Election (November 6, 2018 – Pfeil, Purinton – 4 year terms) – Ballots were mailed October 15th. Ballots will be canvassed (counted) on Wednesday, November 7, 2018, at 9:00 am. by Troy Manselle, Dwayne Pond, and Helenanne Cathey at the office of Cathey Consulting.

IV. New Business

- A. A landowner requested blading on Cloud Peak Court. James Newman said that there is no material there to blade.
- B. Mailboxes – Kari Purinton reported that another extension needs to be added for the six mailboxes on the end. The mail carrier stopped delivering because of the sink hole.
- C. Troy Manselle moved to have Hespen Excavating do the culverts on Oriva (40' X 18") and Dwayne Pond's driveway (12" X 30'). Kari Purinton seconded. Motion carried unanimously.

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

2018 meeting schedule:

Dec. 11, 2018 (moved to 2nd Tues.)

VI. **Adjourn** – Kari Purinton moved to adjourn the meeting. Troy Manselle seconded. The meeting adjourned at 5:54 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 (LISTED ABOVE UNDER UNFINISHED BUSINESS – ROAD WORK).

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