

Oriva Hills Improvement & Service District
Regular Meeting Minutes
Tuesday, October 24, 2017, 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, Dale Purinton, James Newman, Dwayne Pond

Troy Manselle called the meeting to order at 5:00 p.m.

- I. Minutes** – The minutes for the last regular meeting on September 26, 2017, were e-mailed after the last meeting and posted online at www.catheyconsulting.net. Kari Purinton moved to approve the minutes as written. Troy Manselle 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 including the bill from Crown Grading received after the agenda was printed. Kari Purinton seconded. Motion carried unanimously.

Savings Account Balance End of Last Meeting:	\$4,506.53
09/30/17 Interest	\$0.35
10/24/17 Ck# 525 – Transfer from Checking	\$100.00
Ending Savings Account Balance:	\$4,606.88

Checking Account Balance End of Last Meeting:	\$89,708.67
10/09/17 Deposit – County Assessments	\$1,800.00
Checking Account Balance Prior to Meeting:	\$91,508.67
Bills Approved for Payment:	
Ck# 523 Cathey Consulting, LLC Invoice 4097 – Sep. adm./bks/postage	\$ 320.49
Ck# 524 Crown Grading Inv. 62 – Blading	\$ 1,250.00
Ck# 525 Oriva Hills ISD Monthly Transfer	\$ 100.00
TOTAL:	\$ 1,670.49
Ending Checking Account Balance:	\$89,838.18

Receivables: Assessments: \$79,800 & Superior Field Services: \$1,200 = \$81,000

III. Unfinished Business

- a. Road Work / Other – Projects Approved / Work in Progress
1. Issues regarding John Daly's property and Signs:
 - 1) Drainage – 9/26/17 – Troy Manselle reported that he talked to John Daly. John Daly suggested they get together this fall to look at the area and discuss the issues. Hopefully this will happen soon!
 2. 6/27/17 – James Newman to do the culvert on Moncreiffe after getting approval from John Daly.
 3. Road Work – Shaping/drainage/culverts where needed and top with L-Base or scoria. (4" of rock on an area 20' wide) – considering the following roads:
 - Oriva – from Penrose to Fitch (L-Base) (.32 miles)
 - Penrose – from the entrance to Moncreiffe (L-Base)
 - Fitch – from Oriva to Cloud Peak (L-Base)
 - Oriva – from Fitch to Cloud Peak (Scoria) (1.32 miles)Board members are gathering bids from contractors with the scope that was developed. A grant application will be submitted to the County. If needed, longer roads can be broken up into 2 or 3 projects.

9/26/17 – Robert Pfeil and Troy Manselle are working on getting bids.

There was discussion on pulling in the shoulders a bit on Oriva before winter. Kari Purinton and Troy Manselle will take a look at it, and if they agree, they will contact James Newman

to go ahead and work on it. The vegetation on the sides of the road will slow down the work.

4. 2018 (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.

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.

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.

5. Road Coordinator:

Appointed until next meeting: Kari Purinton (670-0275) (Oct. until Nov. 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. Board members are still monitoring for surface use payments.
- c. Agreement for Road Usage (Superior Oil Services) - ONEOK hired Superior Oil Services to reclaim a well site. Superior Oil Services has agreed to pay \$1,200 to haul material and equipment out of the site, utilizing the District's roads. **(\$1,200 HAS NOT BEEN RECEIVED YET.)** This will be removed from the agenda and taken off the books. It is pretty clear that Superior Oil Services is probably not going to pay.
- d. Winter Preparations:
 1. There are a lot of ditches that need mowed. The County came through and did a really good job mowing.
 2. Markers for pipelines that are hard to mow around. Would it be possible to get them moved inside of fence lines so ditches could be mowed easier? Troy Manselle will contact 811 to see about getting those markers moved.
 3. A reminder if people could get out and clean up the ditches around their place (get rid of the big rocks, etc.), it will stay easier to mow. **If each landowner could take care of the ditches around their property, it would be greatly appreciated!**
 4. Snow removal – Troy Manselle reported that S & S is going to provide a quote for snow removal.
- e. Mailboxes – James Newman reported that the post office said that they would entertain the idea of allowing only boxes for just the houses that are out there now as long as there is a box for each house out there, and later adding boxes for houses as they are built. James Newman will talk to the County Assessor about

getting a list of houses in the District. This will be worked on over the coming months. The earliest it would happen is the spring of next year.

Kari Purinton reported that the landowner on the corner has his place for sale. This would be a good place to put the mailboxes, so the District may want to purchase some of that property for the mailboxes and to fix the road there.

IV. New Business

- a. An e-mail was received from Deb Johnson at 66 Daly Road requesting less rock east of their home (basically along their property line). There was discussion. There isn't a lot of rock there now. The e-mail will be kept on file, and if work is done on Daly, we will try to remember to call her!
- b. The Local Government Annual Report Summary for Fiscal Year ending 6/30/17 was reviewed and signed and will be submitted to the state along with the Proof of Cash completed by Helenanne Cathey.
- c. There was discussion on the annual assessment.
- d. There is still a problem with people speeding on the roads. PLEASE SLOW DOWN! If people would slow down, the roads would hold up better and there would be less dust. The roads that aren't holding up are the roads where people are driving too fast – Penrose, Moncreiffe. Roads where people have slowed down are holding up well.

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

2017 meeting schedule: December 26, 2017

2018 meeting schedule:

January 23, 2018	February 27, 2018	March 27, 2018	April 24, 2018
May 22, 2018	June 26, 2018	July 24, 2018	August 28, 2018
Sept. 25, 2018	October 23, 2018	Nov. 27, 2018	<i>Dec. 11, 2018 (moved to 2nd Tues.)</i>

VI. Adjourn – Troy Manselle moved to adjourn. Kari Purinton seconded. The meeting adjourned at 5:41 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.
 - 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:

Kari Purinton (307-670-0275)

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