

Oriva Hills Improvement & Service District
Regular Meeting Minutes
Tuesday, September 25, 2018, 5:00 p.m.
Office of Cathey Consulting – 400 South Gillette Avenue, Suite 106, Gillette, Wyoming

Board Members Present: Robert Pfeil, Kari Purinton
Board Members Not Present: Troy Manselle
Others Present: Helenanne Cathey, Dale Purinton, John Hespen, James Newman, Dustin Cope

Robert Pfeil called the meeting to order at 5:02 p.m.

- I. Minutes** – The minutes for the last regular meeting on August 28, 2018, were e-mailed after the last meeting and posted online at www.catheyconsulting.net. Robert Pfeil 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. Robert Pfeil 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:	\$5,611.38
08/31/18 Interest	\$0.70
09/25/18 Ck# 565 – Transfer from Checking	\$100.00
Ending Savings Account Balance:	\$5,712.08
Checking Account Balance End of Last Meeting:	\$141,749.60
09/10/18 Deposit – County Assessments	\$858.99
Checking Account Balance Prior to Meeting:	\$142,608.59
Bills Paid at Meeting:	
Ck# 562 Cathey Consulting, LLC	Inv. 4567 – Aug. adm./bks/postage \$ 341.50
Ck# 563 Crown Grading	Inv. 73 – Blading \$ 700.00
Ck# 564 Hespen Excavating	Inv. 181 – Road Project \$ 9,680.00
Ck# 565 Oriva Hills ISD	Monthly Transfer \$ 100.00
Ck# 566 Postmaster	Annual box fee \$ 54.00
TOTAL:	\$ 10,875.50
Ending Checking Account Balance:	\$131,733.09
Receivables: Assessments: \$81,600	

III. Unfinished Business

A. Road Work

1. Penrose project update – John Hespen reported that he will have about 4,000 foot of the road ready for rock within a day. He should be putting rock down next week, starting with pit run, and topping it with smaller rock at the end of the week. John Hespen had Clark Melinkovich from the County out to review the work, and Clark had him change a little on the curve. The County has approved what's done so far. There was discussion on culverts and areas to narrow the road. There was discussion in the areas where people are driving in the ditches and ways to keep people out of the ditches and on the road. John Hespen advised that maintaining these areas will be key to keeping culverts open and the drainage moving like it should after the project is complete. Robert Pfeil moved to approve an additional culvert by Dale Purinton's pending Dale's approval. This is an addition to the project. Kari Purinton seconded. Motion carried unanimously. John Hespen and Dale Purinton will look at the area tomorrow. There was discussion on phone lines. There are areas where the phone lines are exposed and laying on top of the ground. John Hespen advised that he is getting really close to phone lines and gas lines in many areas, so any time maintenance is done in the future to clean out ditches, the blade operator will have to be really careful.

Kari Purinton reported that notices have been posted on Facebook for the road project.

There were suggestions on areas to work on before winter. Robert Pfeil moved to approve \$5,000 of rock (scoria) for the west side of Oriva Road from the Pond residence to Cloud Peak. Kari Purinton seconded. Motion carried unanimously.

James Newman reported that there was a berm left on Bomber that needs to be feathered out. James Newman recommended blading when there is some moisture when possible. After the last blading, it wash-boarded pretty quickly. After this last rain or even now would be a good time to blade if there are areas that need it. There was discussion on areas that could use some blading.

2. Up to \$1,000 in limestone approved at the August, 2018 meeting (\$16 per ton) – James Newman reported that they should be hauling in limestone this month sometime.
3. Issues regarding John Daly's property and Signs – No update.
4. 6/27/17 – James Newman to do the culvert on Moncreiffe after getting approval from John Daly.
5. 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.
6. Road Coordinator:
Appointed until next meeting: Troy Manselle (680-1816) (Sept. until Oct. meeting)

- B. Weed and Pest / Canadian thistle bugs – The window for the bugs was in August so the District missed the window. This will be removed from the agenda.
- C. Surface Use Payments – No update.
- D. Winter Preparations – No update.
 1. Markers for pipelines that are hard to mow around.
 2. Powder River Energy poles.
- E. Director Election (November 6, 2018 – Pfeil, Purinton – 4 year terms) – The sample ballot was reviewed and approved. Ballots will be mailed between October 12th and 22nd. The following legal ad will run in the News-Record on October 23, 2018, after ballots have been mailed.

NOTICE OF DIRECTOR ELECTION
ORIVA HILLS IMPROVEMENT & SERVICE DISTRICT
CAMPBELL COUNTY, WYOMING

Public Notice is hereby given that ballots have been mailed to all qualified electors / landowners within the Oriva Hills Improvement & Service District for the purpose of electing two directors for the Board of Directors

to serve four year terms. Candidates include Robert Pfeil and Kari Purinton. Replacement ballots may be obtained from 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) or by calling Helenanne Cathey at 307-685-8235. An “Elector Affidavit” form will need to be completed in order to receive a replacement ballot. All mail ballots must be received by Oriva Hills Improvement & Service District by mail at P.O. Box 5035, Gillette, Wyoming, 82717, or at the office of Cathey Consulting by 5:00 p.m. on November 6, 2018, to be valid. A polling place will be available at Cathey Consulting, 400 South Gillette Avenue, Suite 106, Gillette, on Tuesday, November 6, 2018, between 9:00 a.m. and 2:00 p.m.

Filing Officer: Kari Purinton, Secretary / Treasurer
Oriva Hills Improvement & Service District

IV. New Business

- A. The Board reviewed and signed the Local Government Annual Report Summary for Fiscal Year Ending 6-30-2018 to submit to the state along with the Proof of Cash completed by Helenanne Cathey.

V. Next regular Meeting: TUESDAY, OCTOBER 23, 2018, 5:00 p.m. (Usually the 4th Tuesday of each month)

2018 meeting schedule:

Nov. 27, 2018 *Dec. 11, 2018 (moved to 2nd Tues.)*

VI. Adjourn – Kari Purinton moved to adjourn the meeting. Robert Pfeil seconded. The meeting adjourned at 5:56 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