

OVERBROOK IMPROVEMENT & SERVICE DISTRICT
REGULAR MEETING
MINUTES
WEDNESDAY, APRIL 19, 2023, 5:30 P.M.
400 SOUTH GILLETTE AVENUE, SUITE 106, GILLETTE

BOARD MEMBERS PRESENT: Tyler Miller, Barbara Pilon, Heather Wichert
OTHERS PRESENT: Helenanne Cathey

Tyler Miller called the meeting to order at 5:30 p.m.

- I. Minutes** – Heather Wichert moved to approve the minutes for the March 29, 2023, regular meeting as presented. Barb Pilon seconded. Motion carried unanimously.
- II. Treasurer's Report** – The Treasurer's Report and financial information were reviewed. Barb Pilon moved to accept the Treasurer's Report and pay bills as presented. Heather Wichert seconded. Motion carried unanimously.

Bank Balance End of Last Meeting:			\$29,976.27
3/1-3/29/23	Deposits – Water	\$190.90	
Adjusted Balance Forward:			\$30,167.17
3/30-3/31/23	Deposits – Water	\$0	
03/31/23	Interest	\$9.78	
04/10/23	Deposit – Assessments	\$1,234.92	
BALANCE PRIOR TO MEETING:			\$31,411.87
Bills Paid At This Meeting:			
<u>Ck#</u>	<u>Payee – Purpose</u>		<u>Amount</u>
AUTO	Black Hills Energy	Gas 2/27-3/28/23 Readings 1157-1157 (0)	\$29.00
AUTO	Powder River Energy	10349101 Electricity 3/1/23-4/1/23	\$480.03
5499	Cathey Consulting	Inv. 6998 – Mar. Admin./Bookkeeping/Compl./Postage	\$450.00
5500	City of Gillette	Bill 1628052 – 3/2-4/3/23 Regional Water	\$195.00
		5467-5467 / 0 gal.	
5501	One-Call of Wyoming	Inv. 66870 – Group III Membership 2023	\$25.00
5502	Water Guy	Inv. 2023-253 – Mar. Water Operator /	\$849.80
		meter readings / billing	
Total Bills:			\$2,028.83
BALANCE AFTER BILLS:			\$29,383.04
Receivables Balance: \$14,364.61 (Assessments \$13,200 / Water \$664.61 / Road Fee \$500)			

- III. Water / Well Update** –
- a. Well evaluation and air lifting well – The project is complete. No invoices were received from Water Guy relating to this project. The consensus is to go ahead and fill out the completion report and affidavit to close out the grant.
- b. Water System Review – Tyler Miller reported that one homeowner contacted him regarding poor water quality at their home. Duaine Faucett from Water Guy advised that he hadn't heard anything from anyone about water quality issues but thought it could be due to the warmer weather and people using more water which stirs things up in the system. That's why lines are flushed in the spring and fall. A follow up call was made to the homeowner who expressed the concern, and it sounds like it is starting to clear up.

There was discussion on blending and when to start. The District usually starts blending when the usage starts increasing (spring / summer).

- c. Lead and Copper Rule / Service Line Inventory – The District has until October of 2024 to put together an inventory. No update.

IV. Unfinished Business

- a. Road Work (rock and dust control) – Project estimate \$13,335.20 with a County grant approved for \$3,333.80. The Board authorized Earthwork Solutions and Dustbusters to proceed with the work at the 3/29/23 meeting. The work should be done this spring – after it's done raining – when it's still slightly wet (not too dried out). Dustbusters usually schedules several subdivision at once for the dust control, so Earthworks will schedule a blade when they know Dustbusters is coming.

Barb Pilon reported that someone called her and asked about the District plowing roads this winter. The County doesn't blade subdivision roads or plow snow on subdivision roads, and the District has not typically hired anyone to plow snow in the winter. This past winter was one of the worst that most could remember as far as the amount of snow and it was difficult at times. However, the District hasn't had the budget for snow removal in the past and probably won't going forward. It has pretty much been neighbor helping neighbor, and that has seemed to work. There are a few people with tractors that help their neighbors.

- b. Budget for 7/1/23 – 6/30/24 – The budget was discussed. If the well goes down again, the question was asked if the District should just go on City water completely and abandon the water well or do we fix the well? If it's reasonable to air lift the well and fix the problems, that may make sense. Although the City's water is hard water, it's more consistent, and the water quality reliability is better. It looks like the City has done what they needed to do to make sure they can provide the quantity the District needs should the District abandon the well, but no one wants to do that unless absolutely necessary. The consensus is to blend when the usage increases to try to prolong the life of the well. The problems come when the usage is too high and the well doesn't shut off. Blending takes the pressure off of the well and will hopefully help the well last longer.

After ongoing discussions on costs and anticipated increases in costs, the consensus is that the District is going to need to raise rates – both the assessment and overage billing. The cost to produce water is below the \$1.75 that is the lowest tier for water overages. The City charges \$3.09 per 1,000 gallons for water when the District is using the regional water. The proposed increase will be determined and added to the budget at the May meeting and finalized at the July meeting.

V. New Business

- a. None

Next Meeting: Wednesday, May 31, 2023, 5:30 p.m. (Regular Meeting) / Wednesday, July 19, 2023, 5:30 p.m. (Budget Hearing / Regular Meeting) at Cathey Consulting, 400 S Gillette Avenue, Suite 106, Gillette – K2 Technologies building – office entrance is on 4th Street across from Arrow Printing. The District holds regular meetings. The next regular meeting date is scheduled at each meeting and is included in the minutes.

Tyler Miller adjourned the meeting at 6:11 p.m.

Respectfully submitted,
Helenanne Cathey, Assistant to the Board

Tyler Miller, President 307-680-3605 / Date

Heather Wichert, Vice President 307-351-9354 / Date

Barb Pilon, Secretary/Treasurer 307-670-7062 / Date