

OVERBROOK IMPROVEMENT & SERVICE DISTRICT
REGULAR MEETING
MINUTES
WEDNESDAY, AUGUST 25, 2021, 5:30 P.M.
400 SOUTH GILLETTE AVENUE, SUITE 106, GILLETTE

BOARD MEMBERS PRESENT: Tyler Miller, Barb Pilon, Heather Wichert
 OTHERS PRESENT: Helenanne Cathey, Jeff & Lisa Parker, Doug & Diana Freeland

Tyler Miller called the meeting to order at 5:32 p.m.

- I. Minutes** – Barb Pilon moved to approve the June 30, 2021, budget hearing and regular meeting minutes as presented. Heather Wichert 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: **\$37,926.09**

06/30/21 Interest \$2.80

Adjusted Balance Forward: \$37,928.89

Bills Paid July, 2021:

Ck#	Payee – Purpose		Amount
AUTO	Powder River Energy	10349101 Electricity 6/1/21-7/1/21	\$919.56
5410	Black Hills Energy	5/26-6/25/21 3 to 3 usage & late fee	\$30.18
5411	City of Gillette	Bill 127298 – 6/1-6/30/21 Regional Water 1784-1784 / 0 gal.	\$169.00
5412	Hawkins, Inc.	Inv. 4970944 – Azone 15	\$546.70
5413	One-Call of Wyoming	Inv. 600890 – Apr., May, & June locate tickets	\$9.75
TOTAL			\$1,675.19

07/16/21 Deposit – Water \$23.42

07/23/21 Deposit – Water \$510.20

07/29/21 Deposit – Water \$99.13

07/31/21 Interest \$2.56

08/05/21 Deposit – Water \$1,017.28

08/11/21 Deposit – Cty. Grant \$2,644.00

08/11/21 Deposit – Water \$47.53

08/13/21 Deposit – Water \$99.13

08/24/21 Deposit – Water \$142.17

BALANCE PRIOR TO MEETING: **\$40,839.12**

Bills Paid At Meeting:

Ck#	Payee – Purpose		Amount
AUTO	Black Hills Energy	Gas 6/25-7/28/21 3 to 3	\$29.00
AUTO	Powder River Energy	Acct 10349101 – 7/1-8/1/21	\$960.55
5414	Cathey Consulting, LLC	Inv. 6130 – July, 2021 Admin./Books/Compl.	\$463.15
5415	City of Gillette	Bill 1290259 – 6/30-8/2/21 – 0 gal. water	\$169.00
5416	Gillette News-Record	Ad 00368813 – Director election ad	\$78.75
5417	Hawkins, Inc.	Inv. 4981919 – Azone 15	\$321.60
5418	Water Guy, LLC	Inv. 2021-691 – July Water Op./Meters \$524.00	\$1,956.00
		Inv. 2021-729 – Replace valve – blew fuses so sent back and then reinstalled when received again \$1,432.00	
Total Bills:			\$3,978.05

BALANCE AFTER BILLS: **\$36,861.07**

Receivables Balance: \$37,455.05

III. Water / Well Update – The water system was discussed. Water Guy is still working on the valve for the regional water system. As a result, the District is not blending with the regional water. One of the reasons for blending with the regional water system is to take the strain off of the District’s pump and hopefully make the pump last longer. There was discussion on water quality. A couple of residents had some water quality issues a day or two this past month.

IV. Unfinished Business

- a. Enlargement – Barb Pilon contacted a resident and there wasn’t interest at this time in the enlargement.
- b. Pole Barn Construction at 29 Overbrook Road – Jeff and Lisa Parker submitted plans via e-mail for construction of a pole barn. The Board didn’t have any concerns about the plans or see any violations with covenants and referred the property owners to the County for obtaining building permits and to meet County requirements.
- c. Director Election (Nov. 2, 2021 – Pilon – 4 years) – Applications to be on the ballot were due between August 4th and August 24th. Ballots will be mailed between October 8th and October 18th. The draft ballot was reviewed. The following legal ad will run on October 19, 2021.

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

Public Notice is hereby given that ballots have been mailed to all qualified electors / landowners within the Overbrook Improvement & Service District for the purpose of electing one director to the Board of Directors to serve a four (4)-year term. Candidates include Barbara Pilon. Replacement ballots may be obtained from Cathey Consulting at 400 South Gillette Avenue, Suite 106, Gillette, Wyoming, 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 Overbrook Improvement & Service District by mail at PO Box 7221, Gillette, Wyoming, 82717, by 5:00 p.m. on Tuesday, November 2, 2021, or at the office of Cathey Consulting by 5:00 p.m. on Tuesday, November 2, 2021, to be valid. A polling place will be available at Cathey Consulting, 400 South Gillette Avenue, Suite 106, Gillette, on Tuesday, November 2, 2021, between 9:00 a.m. and 2:00 p.m.

Filing Officer: Barb Pilon, Secretary/Filing Officer
Overbrook Improvement & Service District

V. New Business

- a. The Board reviewed and signed the Local Government Annual Report Summary for fiscal year ending 6/30/2021 to be submitted to the state along with the Proof of Cash.

Next Meeting: Wednesday, October 27, 2021, 5:30 p.m. (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 6:02 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