

OVERBROOK IMPROVEMENT & SERVICE DISTRICT
REGULAR MEETING
MINUTES
WEDNESDAY, SEPTEMBER 25, 2019, 5:30 P.M.
400 SOUTH GILLETTE AVENUE, SUITE 106, GILLETTE

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

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

- I. Minutes** – Meeting minutes were e-mailed after the last meeting. Barb Pilon moved to approve the July 17, 2019, budget hearing and regular meeting minutes as written. Heather Wichert seconded. Motion carried unanimously.
- II. Treasurer's Report** – The Treasurer's Report and financial information were reviewed. Heather Wichert moved to accept the Treasurer's Report and pay bills as presented. Tyler Miller seconded. Motion carried unanimously.

Bank Balance End of Last Meeting:

\$70,444.75

07/31/19 Interest \$9.27
08/09/19 Deposit – Water \$91.00
08/12/19 Deposit – Assessments \$617.76

Bills Paid August, 2019:

Ck#	Payee – Purpose	Amount
AUTO	Powder River Energy 10349101 Electricity 7/1-7/31/19	\$477.32
5285	Black Hills Energy Gas 6/25-7/26/19	\$5.96
5286	Cathey Consulting Inv. 5057 – July Admin./Bookkeeping/Compl.	\$454.35
5287	City of Gillette Bill 885107 – June 2019 Regional Water 0 gal.	\$169.00
5288	Energy Laboratories Inv. 252988 – Testing	\$352.00
5289	Hawkins, Inc. Inv. 4541560 – Azone 15	\$544.20
5290	Water Guy Inv. 2019-614 – July Water Oper/Readings/Repair	\$621.50
5291	Dustbusters, Inc. Inv. 60257 – Dust Control	\$5,619.60
TOTAL		\$8,243.93

Deposits:

08/13/19 Deposit – Water \$110.25
08/23/19 Deposit – Water \$5.25
08/28/19 Deposit – Water \$371.00
08/31/10 Interest \$8.86
09/18/19 Deposit – Water \$1,141.00
09/24/19 Deposit – Water \$12.25

BALANCE PRIOR TO MEETING:

\$64,567.46

Bills Paid At Meeting:

Ck#	Payee – Purpose	Amount
AUTO	Powder River Energy Acct 10349101 – 7/31-9/1/19	\$ 661.96
5292	Black Hills Energy Utilities – Gas 7/26-8/28/19	\$ 8.63
5293	Cathey Consulting, LLC Inv. 5100 – Aug., 2019 Admin./Books/Compl.	\$ 455.45
5294	City of Gillette Inv. 901888 – Aug., 2019 water (0 gal.)	\$ 169.00
5295	Hawkins, Inc. Inv. 4560019 – Azone 15	\$ 454.33
5296	Water Guy, LLC Inv. 2019-698– Aug. Water Op./Meters	\$ 524.00
Total Bills:		\$ 2,273.37

BALANCE AFTER TREASURER'S REPORT AND BILLS APPROVED:

\$ 62,294.09

Receivables Balance: \$32,565.01

- III. Water / Well Update** – Water system usage information was available.
- IV. Covenants Issues**
- a. There was discussion on covenants and mowing.

V. Unfinished Business

- a. Roads – There was discussion on the mag chloride that was applied to the roads. A couple of people had concerns that it didn't hold up as good as in the past, but for the most part people have been happy with it. The County bladed the roads. The District was going to put rock down at the entrances, but the timing didn't work right to get rock down before the mag chloride was applied, so no rock was put down this year. There aren't any issues on the roads at this time.
- b. Enlargement – Tyler Miller has tried contacting the attorney but hasn't heard back yet.
- c. Post Office Boxes – No one has expressed an interest in the locked post office boxes.
- d. Director Election (November 5, 2019 – Miller and Wichert) – The draft ballot was reviewed, and the ad for the newspaper was corrected. Ballots will be mailed between October 11th and 21st. The following legal ad will run October 22nd in the News-Record. Ballots will be canvassed on Monday, November 11, 2019, at 12:00 p.m. at the office of Cathey Consulting by Helenanne Cathey, Barb Pilon and Joff Pilon.

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 two directors to the Board of Directors to serve four (4)-year terms. Candidates include Tyler Miller and Heather Wichert. 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 5, 2019, or at the office of Cathey Consulting by 5:00 p.m. on Tuesday, November 5, 2019, to be valid. A polling place will be available at Cathey Consulting, 400 South Gillette Avenue, Suite 106, Gillette, on Tuesday, November 5, 2019, between 9:00 a.m. and 2:00 p.m.

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

VI. New Business

- a. The Board reviewed and signed the Local Government Annual Report Summary for fiscal year ending 6/30/19 which will be submitted to the state along with the Proof of Cash completed by Helenanne Cathey.

Next Meeting: Monday, November 25, 2019, 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.

Heather Wichert moved to adjourn. Barb Pilon seconded. The meeting adjourned at 5:52 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