

**OVERBROOK IMPROVEMENT & SERVICE DISTRICT
REGULAR MEETING
MINUTES
WEDNESDAY, SEPTEMBER 28, 2022, 5:30 P.M.
400 SOUTH GILLETTE AVENUE, SUITE 106, GILLETTE**

BOARD MEMBERS PRESENT: Tyler Miller, Barbara Pilon, Heather Wichert
OTHERS PRESENT: Helenanne Cathey, Jason Wichert,, Jeff & Lisa Parker,
Cathy & Tracy Overton, Leslie Richards

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

- I. Minutes** – Barb Pilon moved to approve the minutes for the August 24, 2022, regular meeting as presented. Heather Wichert seconded. Motion carried unanimously.
- II. Treasurer's Report** – The Treasurer's Report and financial information were reviewed. Heather Wichert moved to approve the Treasurer's Report and pay bills as presented. Barb Pilon seconded. Motion carried unanimously.

Bank Balance End of Last Meeting:			\$38,379.85
8/24-8/31/22	Deposits – Water	\$0	
08/31/22	Interest	\$2.46	
09/01-9/27/22	Deposits - Water	\$3,540.87	
BALANCE PRIOR TO MEETING:			\$41,923.18
Bills Paid At This Meeting:			
<u>Ck#</u>	<u>Payee – Purpose</u>		<u>Amount</u>
AUTO	Black Hills Energy	Gas 7/26-8/25/22 Readings 87 to 98	\$41.27
AUTO	Powder River Energy	10349101 Electricity 8/1-9/1/22	\$296.05
5476	Cathey Consulting	Inv. 6703 – Aug. Admin./Bookkeeping/Compl./Postage/	\$556.40
		Credits for June/July overages	
5477	City of Gillette	Bill 1510714 – 8/2-9/1/22 Regional Water	\$2,120.07
		4388 – 5011 / 623,000 gal.	
5478	ProElectric, Inc.	Inv. 20220780 – Replace float ball/repair generator	\$1,447.75
5479	VOID		
5480	Water Guy, LLC	Inv. 2022-701 – Bill paid last month was changed	\$1,165.60
		from \$849.80 to \$641.80 = credit of \$208.00	
		Inv. 2022-813 – Aug. water oper./meter rdgs \$731.80	
		& turn on 18 Overbrook	
		Inv. 2022-924 – Sept. water oper./meter rdgs \$641.80	
Total Bills:			\$5,627.14
BALANCE AFTER BILLS:			\$36,296.04
Receivables Balance: \$30,027.46			

III. Water / Well Update –

- a. Water System Review – Tyler Miller reported that he talked to Duaine Faucett (Water Guy) regarding who he might recommend since the well expert from Weston Engineering left the company and is no longer available to do the air lifting and evaluation of the District's well. Duaine Faucett recommended Tim Barrett who has done water wells for years. Tim Barrett met with Clint Ruby (Ruby Drilling), and they reviewed the well's history. They recommend the same work – pull the pump out of the hole, inspect the tubing to make sure there are no issues with the tubing, run a camera down to inspect the tubing. If they don't see a problem with the piping, they would air lift the well, and that flushes the fines out. This has been done several times in the past. The person that used to take care of the well also recommends air lifting the well. Tyler Miller explained the process, and there was discussion on the issues and the evaluation process.

The District's well can keep up with the volume of use in the winter, but it can't keep up in the summer. The consensus has been to blend the District's well water with the City regional water in the summer months when people are watering outside to keep from pulling on the District's well so much which will hopefully

prolong the life of the well and prevent the problems with the well and help the pump last longer. The District's well has been down since November so this year has been different. The costs will be evaluated running on City water versus on the District's well. Many people like the quality of water from the well better than the City because the well water is soft water versus hard water from the regional system.

The City has increased the quantity of water available to the District through some system modifications, and hopefully that continues. There had been concerns that the City water supply wouldn't keep up with demand, but it did keep up this year after the City made the modifications.

There was discussion on the pump and if it may need to be replaced. The pump was replaced in 2020 and also in 2018. The consensus is to have the consultant look at the pump when they do the evaluation. Tim Barrett reported that he should be able to complete the work before it gets cold this year. He will provide a quote for their anticipated cost. The proposal will probably come from Ruby Drilling. The consensus is to go ahead with Ruby Drilling and Tim Barrett. If the price is significantly more than the quote from Weston Engineering, a special meeting may be needed. The County shouldn't have a problem with switching vendors as far as the County grant is concerned, but it might not hurt for a Board member to call them to let them know what happened.

If the District switched to full-time City usage instead of the District's well, there would be some cost savings, but Water Guy's costs would not change. Costs will be evaluated in the coming months.

b. Meter reading billing

- 1) The meter reading report from Water Guy for July 22 through August 22 showed 11,000 gallons used from the District's well and customer meters totaling 684,680 gallons. The City's bill for August 2 through September 1 was for 623,000 gallons. The Board explained that they were under the impression that the District didn't use anything from the well. It's unknown what the 11,000 gallons on the Water Guy report came from. The consensus is to only bill out the pro-rated City bill for August and September. A concern was expressed that only doing this pro-rated City bill doesn't provide any additional funds to the District. It only passes on the cost of the City bill, and that prevents the District from building up needed funds, especially considering the repairs needed on the well.
- 2) Water Guy Service Agreement / billing and receivables / memo regarding billing – Tracy Overton did some research and explained his findings. He contacted the company that Water Guy uses, and that company really isn't interested in servicing a little 26-member District. They are set up to work with larger utilities. He also contacted a company called AquaHawk, and this company has an option available using cellular data for a cost of around \$7 per tap per month (after set up charges). They have a system that could allow people to log in and look at their own usage. They would send the data each month to someone designated by the District to verify, and the information would then be sent in a report or a file that could be used for billing. Tracy Overton will see if the company can provide a demo of the system.

IV. Unfinished Business

- a. None

V. New Business

- a. Heather and Jason Wichert explained a building they are proposing building on their property at 14 Catalina Court. It is an 18 X 24 metal building for use as a garage. Tyler Miller and Barb Pilon had no issues with the plans as proposed. No one at the meeting had any issues with the project either, so Wichert's will go ahead with their building.
- b. There was discussion on a house that is still run down and abandoned and is most likely not habitable (49 Overbrook). Barb Pilon will contact the County Planning Department regarding the concerns on the property to see if there is anything the County can do.

Next Meeting: Wednesday, October 26, 2022, 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 the meeting. Barb Pilon seconded. The meeting adjourned at 6:55 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