

**PRAIRIEVIEW CHAMPION IMPROVEMENT & SERVICE DISTRICT
REGULAR MEETING
MINUTES**

Thursday, January 26, 2023, 8:00 a.m.

At Cathey Consulting, 400 S Gillette Ave, Suite 106, Gillette, Wyoming

BOARD MEMBERS PRESENT: Gayle Nannemann, Russ Opp, Susan Wilson

OTHERS PRESENT: Helenanne Cathey

Vice President Russ Opp called the meeting to order at 8:17 a.m.

- I. Minutes** – The minutes for the November 10, 2023, regular meeting were reviewed. Susan Wilson moved to approve the minutes as written. Russ Opp seconded. Motion carried unanimously.
- II. Financial Report** – Susan Wilson moved to accept the Treasurer's Report and pay the bills as presented. Gayle Nannemann seconded. Motion carried unanimously. The bank statements for November and December were reviewed and signed. First Northern Bank is paying 1.5% on the account which is well above the interest being earned at First National Bank. A 1-year CD could earn up to 3.4%. The consensus is to NOT sign up for online banking.

CHECKING ACCOUNT BALANCE FROM END OF LAST MEETING:		\$1,463.76
11/30/22	Interest	\$0.42
12/31/22	Interest	\$0.42
01/12/23	Interest	\$0.15
Balance 1/12/23:		\$1,464.75
Transfer to First Northern Bank:		\$1,464.75
CHECKING ACCOUNT ENDING BALANCE:		\$0.00
MONEY MARKET ACCOUNT BALANCE FROM END OF LAST MEETING:		\$201,540.20
11/10/22	Bond Fund Balance after loan	\$24,928.78
11/10/22	Deposit – Assessments	\$17,860.00
11/30/22	Interest	\$194.32
12/09/22	Deposit – Assessments	\$13,680.00
12/31/22	Interest	\$227.21
01/09/23	Deposit – Assessments	\$14,068.06
01/12/23	Interest	\$83.00
Transfer to First Northern Bank		\$272,581.57
MONEY MARKET ACCOUNT BALANCE START OF MEETING:		\$0.010
USDA LOAN ACCOUNT BALANCE FROM END OF LAST MEETING:		\$24,928.78
11/10/22	Transfer to Money Market Account:	\$24,928.78
(after final loan payment confirmed)		
ENDING BALANCE		\$0.00
FIRST NORTHERN BANK		
01/17/23	Transferred from Checking and Money Market:	\$274,046.32
FIRST NORTHERN BANK BALANCE START OF MEETING:		\$274,046.32
BILLS PAID CURRENT MEETING:		
01/26/23	Ck# 1001 – Cathey Consulting	\$700.00
	Inv. 6833 – Nov. bookkeeping/admin./compliance	\$350.00
	Inv. 6873 – Dec. bookkeeping/admin./compliance	\$350.00
	Ck# 1001 – Local Gov't Liab. Pool – Directors & Officers & General Liability Insurance 1/1/23-6/30/23	\$250.00
TOTAL		\$950.00
CHECKING ACCOUNT BALANCE AFTER BILLS:		\$273,096.32
Receivables Balance: \$13,680.00 (Assessments)		

III. Roads Issues

- a. Hespen Excavating will clean up ditches this spring. Russ Opp reported that he talked to John Hespen, and John Hespen has committed to looking at the ditches in the spring and removing the dirt that is covering the valves.

IV. Unfinished Business

- a.

V. New Business

- a. Gayle Nannemann and Susan Wilson signed the Joint Powers Agreement for the Local Government Liability Pool.
- b. An Equal Opportunity Statement was printed on minutes and other documents as per USDA requirements. Since the USDA loan is paid off, that requirement is no longer in place. Susan Wilson moved to remove the statement from documents. Gayle Nannemann seconded. Motion carried unanimously. The statement was as follows: "Prairieview Champion Improvement and Service District is an Equal Opportunity provider." To contact the District, call Cathey Consulting at 307-685-8235.
- c. First National Bank – Susan Wilson signed the release of security since the District closed accounts at this bank.
- d. Budget for 7/1/23 – 6/30/24
 - i. Spring Road maintenance / Street Sweeping – The consensus is to get a bid for street sweeping and submit a County grant for the work.
 - ii. Chipseal – The original road project was in 2003, and chip sealing was done in 2012. The County recommended budgeting for chip sealing every 5 years. There was discussion on doing some crack sealing this spring or in the next fiscal year and having an analysis to determine if chip sealing is needed on the streets. Russ Opp will request a bid from HDR Engineering for an analysis of the streets.
 - iii. Reserves – The consensus is that the \$24,928.78 transferred from the USDA Loan balance to the District's bank account be designated as reserves along with additional funds. Gayle Nannemann moved to designate \$100,000 as reserves and open up a 1 year CD for the reserves. Susan Wilson seconded. Motion carried unanimously.

VI. Adjourn

There being no further business to discuss, Russ Opp adjourned the meeting at 8:44 a.m.

Reminder: The minutes and information about the District are available online at www.catheyconsulting.net – click on Prairieview Champion. Cathey Consulting is the bookkeeper for the District. The District's records are stored at the office of Cathey Consulting located at 400 South Gillette Avenue, Suite 106 (K² Technologies Building – use the entrance on 4th Street).

NEXT REGULAR MEETING: Thursday, April 27, 2023, 8:00 a.m. at the office of Cathey Consulting, 400 S Gillette Avenue, Suite 106, Gillette.

Gayle Nannemann, President Date

Russ Opp, Vice President Date

Susan Wilson, Secretary/Treasurer Date