

Pineview Improvement and Service District
Regular Meeting
MINUTES
Monday, August 26, 2019, 5:00 p.m.
Office of Cathey Consulting, 400 South Gillette Avenue, Suite 106, Gillette

BOARD MEMBERS PRESENT: Nancy Bock, David Collins, Michael Hardman
OTHERS PRESENT: Helenanne Cathey, Darlene Feters, Joe Moore, Mark Hines (DOWL)

David Collins called the regular meeting to order at 5:02 p.m.

- I. Water Storage Tank / Water Meters / Water System Upgrades Project** – The County approved the District Support Grant for \$44,601, and the agreement was signed as required and will be returned to the County. Mark Hines from DOWL provided an update. DOWL had some unanticipated costs that were outside of the original scope during the permitting part of the project. The scope was for DOWL to work with the County on the permitting because the County has authority on these types of projects. Somehow DEQ was notified of the project and inserted themselves and demanded to see project documentation. DEQ required that the County and District address DEQ concerns before any permit was granted. Not only did this drive up the cost, it delayed the project so it didn't get out to bid until later which resulted in no bids, and now requires the project be re-bid. Wyoming Water Development was okay with the cost to rebid the project, and they approved up to \$6,500, but they would not approve the additional costs due to DEQ's permitting requirements. DOWL had submitted an amendment for \$10,500, but since the state would only approve \$6,500, DOWL presented an amendment for the District for \$6,500 for approval at this meeting. DOWL will work with the District at the end of the project to address the additional fees. \$114,525 will be the new total for the agreement with DOWL. David Collins moved to approve the amendment for DOWL's services. Nancy Bock seconded. Motion carried unanimously. Mark Hines should be back at the next meeting to review the schedule.
- II. Minutes Approval** – David Collins moved to approve the minutes for the July 1, 2019, budget hearing and regular meeting as presented. Nancy Bock seconded. Motion carried unanimously.
- III. Treasurers Report / Pay Bills / Sign Bank Statements** – David Collins moved to accept the Treasurer's Report and pay bills as printed below and sign bank statements. Nancy Bock seconded. Motion carried unanimously.

Water Account Balance Forward From Last Meeting:			\$9,072.26
06/30/19	Interest	\$1.28	
Adjusted Balance Forward:			\$9,073.54
07/03/19	Deposit - SLIB Loan Req. 12	\$907.34	
07/17/19	Deposit – County Grant	\$173.71	
07/17/19	Deposit	\$536.00	
07/19/19	Deposit	\$240.00	
07/23/19	Deposit	\$180.00	
07/26/19	Deposit	\$440.00	
07/29/19	Powder River Energy – Electricity 6/1-6/30/19		-\$440.80
07/31/19	Interest	1.40	
08/06/19	Deposit	\$700.00	
08/09/19	Deposit	\$160.00	
08/12/19	Deposit – Assessments	\$202.00	
08/15/19	Deposit	\$160.00	
08/21/19	Deposit	\$280.00	
Bank Balance Prior to Meeting:			\$12,613.19

Bills Paid

Check #	Payee	Purpose	Amount
AUTO	Powder River Energy	Electricity 6/30-7/31/19	\$482.60
1245	Cathey Consulting	Inv. 5059 – July Admin/Books	\$605.85

1246	Energy Laboratories	Inv. 252990 – Testing	\$352.00
1247	Pineview ISD	7/31/19 Assessm. for Roads	\$202.00
1248	Water Guy, LLC	Inv. 2019-599 - July water operator	\$486.50
TOTAL PAYMENTS:			\$2,128.95
BANK BALANCE END OF MEETING (WATER):			\$10,484.24

Roads Account Balance Forward From Last Meeting: **\$9,748.08**

06/30/19 Interest \$1.13

Adjusted Balance Forward: **\$9,749.21**

07/31/19 Interest \$1.27

Roads Account Balance Prior to Meeting: **\$9,750.48**

08/26/19 Deposit – From other account – 7/31/19 assessments ck# 1247 \$202.00

Bills Paid

<u>Check #</u>	<u>Payee</u>	<u>Purpose</u>	<u>Amount</u>
1028	Best Out West Spraying	Inv. 3767 – Culvert/backhoe	\$ 703.76
1029	Oedekoven Well Service Inc.	Inv. 16478 – Clean culvert \$351.00	\$ 709.00
		Inv. 16509 – Clean culvert \$358.00	

TOTAL: \$1,412.76

BANK BALANCE END OF MEETING (ROADS) **\$8,539.72**

Water System Reserve Account Balance Forward From Last Meeting: **\$23,106.96**

06/30/19 Interest \$9.50

07/31/19 Interest \$9.82

BANK BALANCE END OF MEETING (WATER RESERVES) **\$23,126.28**

Accounts Receivable balances were reviewed.

IV. Roads – David Collins reported on the culvert work. The culvert didn't need to be replaced. It was cleaned out, and an eight foot extension was added.

V. Water System Update – No update.

VI. Unfinished Business

a. None

VII. New Business

- a. The Local Government Annual Report Summary for fiscal year ending 6/30/19 was signed and will be submitted to the Department of Audit along with the Proof of Cash completed by Helenanne Cathey.
- b. Susan McKay will do the CPA review to meet the requirements of SLIB for the loan.
- c. David Collins reported that a landowner contacted a contractor that drives up to the tower every few months, and the contractor agreed to assist with some road costs.
- d. There was discussion on some grass that was torn up when the culvert work was done. The contractor had to do something to get it to drain.
- e. Darlene Feters reported on some repairs that Don Mills did on a culvert that plugged up. A thank you to Don Mills for helping to make some repairs on Pineview Drive, cleaning out the culvert that was plugged because of erosion.
- f. Joe Moore reported on some river rock he had brought in that was very reasonably priced. He will call David Collins with the contractor's contact information, and David Collins will contact the contractor. All agreed that river rock would be better than scoria if the District can afford it.

VIII. Next Regular Meeting: Monday, September 23, 2019, 5:00 p.m.

2019 meetings:

Monday, October 21, 2019, 5:00 p.m.

Monday, Nov. 18, 2019, 5:00 p.m. Monday, Dec. 16, 2019, 5:00 p.m.

IX. Adjourn – David Collins adjourned the meeting at 5:43 p.m.

NOTES TO LANDOWNERS:

- **PLEASE DO NOT DRAG OR BLADE THE ROADS WITHOUT BOARD AUTHORIZATION.
ANYONE INTERESTED IN HELPING MAINTAIN THE ROADS IS INVITED TO PLEASE ATTEND
A DISTRICT MEETING!**
- **NO MUD BOGGING ON THE ROADS!**
- **SLOW DOWN ON THE ROADS AND STAY ON THE ROAD!**

Respectfully submitted,
Helenanne Cathey, Assistant to the Board

David Collins, President / Date

Michael Hardman, Vice President / Date

Nancy Bock, Secretary/Treasurer / Date