

Pineview Improvement and Service District
Regular Meeting
MINUTES
Monday, August 27, 2018, 5:00 p.m.
Office of Cathey Consulting, 400 South Gillette Avenue, Suite 106, Gillette
Revised 8/28/18

BOARD MEMBERS PRESENT: Nancy Bock, David Collins, Michael Hardman
 OTHERS PRESENT: Helenanne Cathey, Darlene Feters, Scott Robinson,
 Duaine Faucett (Water Guy), Dan Bock, Josh Bellin, Gerald Williams,
 Mark Hines (DOWL)

David Collins called the meeting to order at 5:15 p.m.

I. Water Storage Tank / Water Meters / Water System Upgrades Project –

- a. Nicholas and Jodi Binder, 9 Ranchette Drive, submitted a formal written request to join the Pineview water system. There was discussion on setting a tap fee for lots that have a tap running through their property. There was discussion on if a main has to be extended, do you require more or split the cost with the landowner that you are running to? The minimum cost to the district to install a meter and pit is \$2,500, but there are other costs that need to be included in the tap fee. There will be further discussions on the tap fee at the next meeting. Helenanne Cathey will call Jodi Binder to let her know this will be discussed at the next meeting.
- b. Mark Hines from DOWL provided an update on the water system project. Water Development reviewed the 50% design plans and didn't have any comments. The temporary and permanent easements need to be done prior to submittal of the 90% plans. Title work needs to be done to get the easements in place. Mark Hines will meet with the District's attorney (Pat Carpenter) if the District approves moving forward today. David Collins moved to approve the agreement with Inberg-Miller Engineers for an amount not to exceed \$2,000 and to authorize Mark Hines to work with Pat Carpenter and to authorize David Collins to meet with the attorney and Josh Bellin about the easement and to authorize the title work and authorize David Collins to sign the agreement with Inberg-Miller Engineers. Nancy Bock seconded. Motion carried unanimously.
- c. Duaine Faucett and Mark Hines discussed some of the operational requirements with the water system. Duaine Faucett explained the booster pumps and the setup he uses with the other systems he operates. The consensus of the board is to use parts that are readily available locally and things that work best with how Water Guy operates water systems. There was discussion on how the system works now versus what will happen with the tank. The well pump won't need to run as often with the tank. There will be two pumps to distribute water from the tank to the system. Duaine Faucett explained how it will work.
- d. The 50% plans were available for review at the meeting.

The following is a summary to date of the water project costs and funding requests:

Pineview Water Project - Grant/Loan Tracking							
FUNDING AMOUNTS:		368,500	261,160	50,000		679,660	.
INVOICES/ PAY REQUESTS	AMOUNTS	WWDC	SRF	County	District	Total Calculated	Total Funding
DOWL Invoice 5328.26702.02-1	3,890.00						
DOWL Invoice 5328.26702.02-2	5,070.30						
PAY REQUEST 1 5/7/18	8,960.30	4,855.69	3,441.28	658.85	4.48	8,960.30	8,955.82
DOWL Invoice 5328.26702.02-3	6,207.45						
PAY REQUEST 2 6/4/18	6,207.45	3,363.89	2,384.03	456.43	3.10	6,207.45	6,204.35
DOWL Invoice 5328.26702.02-4	16,681.66						
PAY REQUEST 3 7/2/18	16,681.66	9,039.99	6,406.74	1,226.59	8.34	16,681.66	16,673.32

DOWL Invoice 5328.26702.02-5	1,507.49						
PAY REQUEST 4 8/1/18	1,507.49	816.94	578.96	110.84	0.75	1,507.49	1,506.74
TOTAL TO DATE	33,356.90	18,076.51	12,811.01	2,452.71	16.67	33,356.90	33,340.23
FUNDING AMOUNT REMAINING:		350,423.49	248,348.99	47,547.29			646,319.77

II. Minutes Approval – David Collins moved to approve the minutes for the July 2, 2018, budget hearing and regular meeting. 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. Nancy Bock seconded. Motion carried unanimously.

Water Account Balance Forward From Last Meeting:			\$16,108.26
07/05/18	Deposit	\$98.00	
07/06/18	Deposit	\$160.00	
07/11/18	Deposit - SRF Loan Pay Req 2	\$2,384.03	
07/19/18	Deposit	\$480.00	
07/19/18	Deposit – County Grant Pay Req 2	\$456.43	
07/19/18	Deposit – WWDC Grant Pay Req 3	\$9,039.99	
07/23/18	Deposit – SRF Loan Pay Req 3	\$6,406.74	
07/24/18	Deposit	\$80.00	
07/24/18	Deposit	\$80.00	
07/26/18	Deposit	\$240.00	
07/30/18	Powder River Energy 5/29-6/29/29		\$508.43
07/31/18	Interest	\$3.16	
08/01/18	Deposit	\$240.00	
08/06/18	Ck# 1167 – DOWL Inv. 5328.26702.02-4 approved last mtg.		\$16,681.66
08/07/18	Deposit	\$400.00	
08/10/18	Deposit	\$400.00	
08/16/18	Deposit	\$80.00	
08/16/18	Deposit – County Grant Pay Req 3	\$1,226.59	
08/21/18	Deposit	\$160.00	
08/23/18	Deposit	\$80.00	
Bank Balance Prior to Meeting:			\$20,933.11
Bills Paid			
Check #	Payee	Purpose	Amount
AUTO	Powder River Energy	Electricity 6/29-7/28	\$507.65
1168	Cathey Consulting	Inv. 4529 – July Admin/Books	\$600.50
1169	Charles & Cindy Bredthauer	Reimbursement	\$80.00
1170	Water Guy, LLC	Inv. 2018-622 – July oper. & repair	\$883.95
1171	DOWL	Inv. 5328.26702.02-5 7/1-7/28 Eng.	\$1,507.49
TOTAL PAYMENTS:			\$3,579.59
BANK BALANCE END OF MEETING (WATER):			\$17,353.52
BILLS REMAINING UNPAID Charles & Cindy Bredthauer			\$1,864.55
Roads Account Balance Forward From Last Meeting:			\$7,459.81
07/31/18	Interest	\$0.94	
Bank Balance Prior to Meeting:			\$7,460.75
BANK BALANCE END OF MEETING (ROADS)			\$7,460.75

IV. Roads – There was discussion on the roads. There are areas that really need rock. The main concern is that unless the drainage is repaired, the rock will just wash off. Darlene Fetters reported that she and Michael Hardman spent \$1,000 of their own money and put rock down on the road. Ed Eldridge put \$500 worth of rock down. Several people did some road work without charging (Eldridge, Shannon, Peyrot), and it made a big

improvement. David Collins moved to hire Dave Shannon to regrade North Pineview Drive to fix the drainage issues. Nancy Bock seconded. Motion carried unanimously.

V. Water System Update – The water system was discussed at the start of the meeting.

VI. Unfinished Business

- a. None

V. New Business

- a. A letter was received from the County Department of Public Works regarding the District Support Grant program that is fully funded by the One Percent Sales Tax that is on the ballot this November. The Pineview I & S District has received \$73,950 over the past eight years from this grant program. The County is asking the District to post a sign. David Collins will pick up a sign and get it posted.
- b. The County will provide street signs to Districts if needed. Helenanne Cathey will order some street signs – Pineview Drive, North Pineview Drive and Ranchette Drive.
- c. The Board will send thank you letters to Dave Shannon (thank you for blading the road) and Ed Eldridge (thank you for the rock and road work). Helenanne Cathey will draft the letters, and David Collins will sign them.

VII. Next Meeting: Monday, September 24, 2018, 5:00 p.m.

2018 meetings:

Monday, October 22, 2018, 5:00 p.m.

Monday, November 19, 2018, 5:00 p.m.

Monday, December 17, 2018, 5:00 p.m.

VIII. Adjourn – David Collins adjourned the meeting at 6:35 p.m.

Respectfully submitted,
Helenanne Cathey, Assistant to the Board

David Collins, President / Date

Michael Hardman, Vice President / Date

Nancy Bock, Secretary/Treasurer / Date