

Pineview Improvement and Service District
Regular Meeting
MINUTES
Monday, December 16, 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, Scott Robinson, Darlene Feters, Joe Moore,
 Mark Hines (DOWL)

David Collins called the meeting to order at 5:00 p.m.

- I. Water Storage Tank / Water Meters / Water System Upgrades Project** – Mark Hines provided an update. He sent information to SLIB last week after the District's special meeting, and he received feedback and instructions on how to move forward. SLIB went through the numbers, and Mark Hines has confirmed that the amount that is being assessed is still going to cover the cost of the loan, even with the increased cost. The District will hold a public meeting on Tuesday, February 4, 2020, at 5:00 p.m. at the office of Cathey Consulting to review the project and increased funding amounts. The assessment will stay the same. David Collins moved to adopt resolution 2019-002 for the submission of a federal mineral royalty capital construction account grant and loan application to the State Loan and Investment Board for Pineview Improvement and Service District, and authorize David Collins and Nancy Bock to sign the resolution, and if the agency name or funding source needs to be revised, David Collins and Nancy Bock are authorized to sign an updated resolution. Nancy Bock seconded. Motion carried unanimously. A letter was signed to accompany the application to the State. The loan amount increases by \$123,313, but the annual assessment does not change, because the District already budgeted a higher amount in the process. David Collins moved to transfer \$1,000 into the budget for travel reimbursement for a Board member to attend the funding meetings in Cheyenne if needed. Nancy Bock seconded. Motion carried unanimously. David Collins will sign a letter to the contractor requesting an extension beyond 60 days to accept the bid. David Collins moved to authorize the pay requests to the County and State Grant and Loan programs for DOWL's invoice as listed below. Nancy Bock seconded. Motion carried unanimously.

INVOICES/ PAY REQUESTS	AMOUNT	WWDC	SRF	County	District	Total Calculated	Total Funding
DOWL Invoice 5328.26702.02-16	2,555.10						
PAY REQUEST 14 (Cty = PR 2)	2,555.10	1,384.64	981.31	187.88	1.27	2,555.10	2,553.83
TOTAL TO DATE	77,479.25	41,986.94	28,582.40	5,987.61	922.30	77,479.25	76,556.95

- II. Minutes Approval** – David Collins moved to approve the minutes for the November 18, 2019, regular meeting and December 11, 2019, special 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: **\$17,439.46**

11/18-11/30/19 Deposits \$400.00
 11/30/19 Interest \$2.08
 12/3-12/13/19 Deposits \$1,380.00
 12/09/19 Deposit – Assessments \$2,944.01

Bank Balance Prior to Meeting: \$22,165.55

Bills Paid

Check #	Payee	Purpose	Amount
AUTO	Powder River Energy	Electricity 10/30-12/1/19	\$467.36
1258	Cathey Consulting	Inv. 5238 – Nov. Admin/Books	\$602.55
1259	DOWL	Inv. 5328.26702.02-16–Eng 10/27-11/23	\$2,255.10
1260	Pineview ISD	11/30/19 Road Assessments	\$1,418.01

1261	Water Guy, LLC	Inv. 2019-965 - Nov. Water Op.	\$486.50
TOTAL PAYMENTS:			\$5,529.52
BANK BALANCE END OF MEETING (WATER):			\$16,636.03
Roads Account Balance Forward From Last Meeting:			\$11,593.09
11/30/19	Interest	\$1.22	
Roads Account Balance Prior to Meeting:			\$11,594.31
Bills Paid			
<u>Check #</u>	<u>Payee</u>	<u>Purpose</u>	<u>Amount</u>
None			
Transfer from Water Account for 11/30/19 assessments (Ck# 1260 above) \$1,418.01			
BANK BALANCE END OF MEETING (ROADS)			\$13,012.32
Water System Reserve Account Balance Forward From Last Meeting:			\$23,155.44
11/30/19	Interest	\$9.52	
BANK BALANCE END OF MEETING (WATER RESERVES)			\$23,164.96
Accounts Receivable balances were reviewed. Receivables balance \$13,675.83.			

IV. **Roads** – No update.

V. **Water System Update** – No update.

VI. **Unfinished Business**
a. None

VII. **New Business**
a. None

VIII. **Next Regular Meeting:** **Monday, Jan. 13, 2020, 5:00 p.m.**
Special Meeting: **Tuesday, February 4, 2020, 5:00 p.m. to review the revised funding for the water system upgrades (tank, meters, etc.) project.**

2020 Meetings:

Monday, Jan. 13, 2020, 5:00 p.m.	Monday, Feb. 10, 2020, 5:00 p.m.	Monday, Mar. 9, 2020, 5:00 p.m.
Monday, Apr. 6, 2020, 5:00 p.m.	Monday, May 4, 2020, 5:00 p.m.	Monday, June 29, 2020, 5:00 p.m.
Monday, Jul. 27, 2020, 5:00 p.m.	Monday, Aug. 24, 2020, 5:00 p.m.	Monday, Sep. 21, 2020, 5:00 p.m.
Monday, Oct. 19, 2020, 5:00 p.m.	Monday, Nov. 16, 2020, 5:00 p.m.	Monday, Dec. 14, 2020, 5:00 p.m.

IX. **Adjourn** – David Collins moved to adjourn. Nancy Bock seconded. The meeting adjourned at 5:36 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