

Pineview Improvement and Service District
Regular Meeting
MINUTES
Monday, December 17, 2018, 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 Fetters, Mark Hines

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 on the project. The easement was updated to allow the landowner to bring concerns if there are maintenance deficiencies in the easement area to the District and to have it cleaned up or for him to clean it up and bill the District if the District does not clean things up within a specified period of time. The engineer, the state and the attorney thought the language was reasonable. It's a neighborly thing to do. There was not a provision like that on the old easement so the old easement was amended with the same language. The original amount for compensating the landowner was \$2,170. The landowner asked for \$2,700. Mark Hines contacted Water Development to see if they would make that money available for the grant and loan, and they agreed to that amount. The easement was reviewed and discussed. David Collins moved to approve the new easement language and amendment to the old easement and the payment of \$2,700 to Joshua and Jessica Bellin and to authorize David Collins and Nancy Bock to sign the easements for the District. Nancy Bock seconded. Motion carried unanimously. Mark Hines will notify David Collins and Nancy Bock where to go to sign the easements. It will be at one of the attorney's offices. David Collins moved to prepare the check for \$2,700 for Joshua and Jessica Bellin, and as soon as the District's attorney approves releasing the check to give it to the Bellins. Nancy Bock seconded. Motion carried unanimously.

David Collins moved to submit Pay Request 7 to the County grant, the WWDC grant, and the SRF loan. Nancy Bock seconded. Motion carried unanimously. The project summary is listed below.

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
DOWL Invoice 5328.26702.02-6	884.79						
PAY REQUEST 5 10/22/18	884.79	479.48	339.81	65.06	0.44	884.79	884.35
DOWL Invoice 5328.26702.02-7	3,167.50						
Stevens Edwards Hall. 10/12/18	1,412.50						
PAY REQUEST 6 11/19/18	4,580.00	2,481.96	1,758.99	336.76	2.29	4,580.00	4,577.71
DOWL Invoice 5328.26702.02-8	7,694.50						
Stevens, Edw., Hall. 11/08/18	162.50						
Inberg-Miller Inv. 20129LS01	2,838.85						
PAY REQUEST 7 11/28/18	10,695.85	5,796.20	4,107.84	786.46	5.35	10,695.85	10,690.50
TOTAL TO DATE	49,517.54	26,834.15	19,017.65	3,640.99	24.75	49,517.54	49,492.79
FUNDING AMOUNT REMAINING:		341,665.85	242,142.35	46,359.01			630,167.21

Susan McKay has completed the CPA Compilation and provided reports to the District. David Collins moved to accept the compilation from Susan McKay CPA. Nancy Bock seconded. Motion carried unanimously. The reports will be sent to the State Lands & Investment Board as required.

II. Minutes Approval – David Collins moved to approve the minutes for the November 19, 2018, 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 and sign bank statements. Nancy Bock seconded. Motion carried unanimously.

Water Account Balance Forward From Last Meeting:			\$16,033.40
11/20/18	Deposit	\$80.00	
11/21/18	Deposit	\$240.00	
11/21/18	Deposit - WWDC Loan Req 5	\$339.81	
11/28/18	Deposit	\$320.00	
11/30/18	Interest	\$2.69	
12/07/18	Deposit	\$460.00	
12/10/18	Deposit – Assessments	\$7,035.00	
12/13/18	Deposit	\$340.00	
12/13/18	Deposit	\$80.00	
Bank Balance Prior to Meeting:			\$24,930.90
Bills Paid			
Check #	Payee	Purpose	Amount
AUTO	Powder River Energy	Electricity 10/28-11/30/18	\$506.67
1187	Cathey Consulting	Inv. 4704 – Nov. Admin/Books	\$602.00
1188	Charles & Cindy Bredthauer	Reimbursement	\$80.00
1189	DOWL	Inv. 5328.26702.02-8 Eng. 10/28-11/24	\$7,694.50
1190	Pineview ISD	11/30/18 Road Assessments	\$2,457.00
1191	Stevens, Edwards, Hallock	Legal fees / easement	\$225.00
1192	Susan McKay, CPA, LLC	CPA compilation	\$598.00
1193	Water Guy, LLC	Inv. 2018-1043 – Nov. oper.	\$486.50
1194	Joshua and Jessica Bellin	Easements	\$2,700.00
TOTAL PAYMENTS:			\$15,349.67
BANK BALANCE END OF MEETING (WATER):			\$9,581.23
BILLS REMAINING UNPAID			
	Charles & Cindy Bredthauer		\$1,544.55
Roads Account Balance Forward From Last Meeting:			\$9,542.57
11/30/18	Interest	\$1.01	
Bank Balance Prior to Meeting:			\$9,543.58
12/17/18	Transfer from Other Account (Ck# 1190)		\$2,457.00
BANK BALANCE END OF MEETING (ROADS)			\$12,000.58

IV. Roads – There was discussion on the roads.

V. Water System Update – No update.

VI. Unfinished Business

- a. Election – May 7, 2019 (Hardman – 4 year term) – Anyone interested in serving on the Board and having their name on the ballot needs to submit an application between February 6, 2019, and February 26, 2019.

V. New Business

- a. None

VII. Next Meeting: Monday, January 14, 2019, 5:00 p.m.
2019 meetings:

Monday, February 11, 2019, 5:00 p.m.

Monday, March 11, 2019, 5:00 p.m.

Monday, May 6, 2019, 5:00 p.m.

Monday, July 1, 2019, 5:00 p.m.

Monday, Sept. 23, 2019, 5:00 p.m.

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

Monday, April 8, 2019, 5:00 p.m.

Monday, June 3, 2019, 5:00 p.m.

Monday, August 26, 2019, 5:00 p.m.

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

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

VIII. Adjourn – David Collins adjourned the meeting at 5:52 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