

Pineview Improvement and Service District
Regular Meeting
MINUTES
Monday, February 11, 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 Fetters, Mark Hines, Scott Robinson

David Collins called the meeting to order at 5:07 p.m.

- I. Water Storage Tank / Water Meters / Water System Upgrades Project** – Mark Hines provided an update on the project. The 90% design documents have been submitted to the three funding agencies. The County provided some comments. Because DEQ administers the SRF funds, and the District's loan is SRF funds, DEQ asked to review the documents along with the County. The County typically approves permits instead of DEQ, but because of the funding, DEQ has gotten involved. This is not something that is typically done. Mark Hines is working closely with the County and DEQ. There are some things that Casper DEQ is trying to change that the County and DOWL had already approved, and DOWL and the County disagree with DEQ. This could delay the project. Mark Hines is hoping that it doesn't delay things, but he wanted the Board to know that it could. He still hopes to be ready to bid by the March meeting. David Collins moved to approve and sign the pay requests for the County Grant, SLIB loan and the WWDC grant (Pay Requests 8). Nancy Bock seconded. Motion carried unanimously. The funding summary was available for review and is on file.
- II. Minutes Approval** – David Collins moved to approve the minutes for the January 14, 2019, 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:

\$10,478.70

01/15/19	Deposit	\$60.00
01/17/19	Deposit	\$400.00
01/18/19	Deposit	\$80.00
01/22/19	Deposit	\$80.00
01/25/19	Deposit	\$100.00
01/28/19	WWDC Grant Pay Req 7	\$9,140.62
01/29/19	Deposit	\$80.00
01/31/19	Interest	\$1.96
02/04/19	SLIB Loan Req 7	\$6,329.84
02/05/19	Deposit	\$160.00
02/07/19	Deposit	\$80.00
02/08/19	Deposit	\$80.00
02/11/19	Deposit	\$320.00
02/11/19	Deposit County Grant Pay Req 7	\$1,308.63

Bank Balance Prior to Meeting: **\$28,699.75**

Bills Paid

Check #	Payee	Purpose	Amount
AUTO	Powder River Energy	Electricity 12/29-01/30/19	\$495.41
1203	Cathey Consulting	Inv. 4789 – Jan. Admin/Books	\$605.30
1204	Charles & Cindy Bredthauer	Reimbursement	\$80.00
1205	DOWL	Inv. 5328.26702.02-10 Eng 1/1-1/30	\$4,143.75
1206	Postmaster	Annual Box Fee	\$76.00
1207	Water Guy, LLC	Inv. 2019-38 – Jan. water oper.	\$486.50
TOTAL PAYMENTS:			\$5,886.96

BANK BALANCE END OF MEETING (WATER):

\$22,812.79

BILLS REMAINING UNPAID

Charles & Cindy Bredthauer

\$1,384.55

Roads Account Balance Forward From Last Meeting:

\$12,096.44

01/31/19 Interest

\$1.54

Bank Balance Prior to Meeting:

\$12,097.98

BANK BALANCE END OF MEETING (ROADS)

\$12,097.98

There are two accounts that are past due. Helenanne Cathey will send letters to these two landowners letting them know that if they don't pay the bill, the \$60 or \$62 per month late fee will continue to be applied to the account, and it will be added to taxes in July. When the meters are installed, we will know where the shut offs are, and water will be shut off, but for now, these will be assessed.

IV. Roads – There was no update on roads.

V. Water System Update – No update.

VI. Unfinished Business

- a. Election – May 7, 2019 (Hardman – 4 year term) – Applications to be on the ballot for anyone interested in serving on the Board are due between February 6, 2019, and February 26, 2019. The application is available from Cathey Consulting or online at www.catheyconsulting.net – click on Election Documents.

V. New Business

- a. None

VII. Next Meeting: Monday, March 11, 2019, 5:00 p.m.

2019 meetings:

Monday, April 8, 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, 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 5:49 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