

Pineview Improvement and Service District
Regular Meeting
MINUTES
Monday, January 15, 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 Feters, Scott Robinson. Josh Bellin,
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** – David Collins travelled to Cheyenne for the SLIB meeting. The State approved the SRF loan for a total of \$261,160 for twenty (20) years with \$162,160 at 2.5% and \$99,000 at 0%. The loan also includes a 50% forgiveness of loan funds drawn (not to exceed \$130,580). The state will require 3 annual loan payments or a total of \$23,028.15 (annual payment \$7,676.05) be set aside in an account by May 30, 2019. This account amount must be maintained for the life of the loan. Documentation of the bank account will be required in the Office of State Lands & Investments on a quarterly basis. David Collins moved to approve the loan and authorize David Collins to sign the agreement on behalf of the District. Nancy Bock seconded. Motion carried unanimously. David Collins moved to write a check for the loan origination fee for \$1,305.80 to SLIB. Nancy Bock seconded. Motion carried unanimously.

DOWL will provide an agreement for design, bidding and construction next month for review by the Board. The County should be able to permit the improvements so long as there are no changes to the chlorination system. Duaine Faucett with Water Guy advised that they should leave the chlorination system for now. The County may have some requirements with the meter installations. WWDC will need to approve the engineering agreement with DOWL.

DOWL will oversee the bidding and bid opening and make a recommendation for the District on the contractor to use. WWDC will need to approve the contract documents and the contractor and anything that is done on this project.

- II. Minutes Approval** – David Collins moved to approve the minutes for the December 4, 2017, regular meeting. Michael Hardman 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. Michael Hardman seconded. Motion carried unanimously.

Water Account Balance Forward From Last Meeting:		\$10,061.52
11/30/17	Interest	\$1.17
Adjusted Balance Forward:		\$10,062.69
12/06/17	Deposit	\$400.00
12/11/17	Deposit - Assessments	\$1,232.00
12/13/17	Deposit	\$480.00
12/22/17	Deposit	\$480.00
12/22/17	Deposit	\$80.00
12/28/17	Deposit	\$320.00
12/28/17	Deposit	\$282.18
12/28/17	Auto payment – Powder River Energy 10/26/17-11/29/17	-\$529.73
12/31/17	Interest	1.17
01/03/18	Deposit	\$560.00
01/05/18	Deposit	\$80.00
01/09/18	Deposit	\$180.00
01/11/18	Deposit	\$400.00
01/11/18	Deposit – County Grant	\$1,387.50

Bank Balance Prior to Meeting:

\$15,415.81

Bills Paid

Check #	Payee	Purpose	Amount
AUTO	Powder River Energy	Electricity 11/29-12/28	\$442.90
1130	Cathey Consulting	Inv. 4233 – Dec. Admin/Books Out of \$570.58 bill	\$362.59
1131	Charles & Cindy Bredthauer	Reimbursement	\$80.00
1132	David Collins	Travel reimbursement (SLIB meeting)	\$280.88
1133	Pineview ISD	To Road Account (11/30/17 assessm.)	\$850.50
1134	Water Guy, LLC	Inv. 2017-1306 – Dec. op. \$484.50 Inv. 2017-1360 – Repair \$58.50 Inv. 2017-1361 – Repair \$186.00	\$729.00
1135	Wyo. Office of State Lands	.5% Loan Origination Fee	\$1,305.80
TOTAL PAYMENTS:			\$4,051.67
BANK BALANCE END OF MEETING (WATER):			\$11,364.14

BILLS REMAINING UNPAID

Charles & Cindy Bredthauer

\$2,424.55

Roads Account Balance Forward From Last Meeting:

\$4,073.56

11/30/17 Interest \$0.13

Adjusted Balance Forward:

\$4,073.69

12/31/17 Interest \$0.31

Bank Balance Prior to Meeting:

\$4,074.00

Bills Paid

Check #	Payee	Purpose	Amount
1018	Cathey Consulting	Inv. 4233 – Dec. Admin/Books Out of \$570.58 bill	\$207.99
TOTAL BILLS PAID:			\$207.99
Transfer from Water Account:			\$850.50
BANK BALANCE END OF MEETING (ROADS)			\$4,716.51

Receivables balances were reviewed.

IV. Water System Update – There was discussion on the water system. A landowner had reported no water, but there was nothing wrong with the water system so it was probably something froze up at the landowner's property. The landowner at 28 N Pineview reported that someone was driving through their property on a two-track that goes up by the well and then back behind it. **No one should be driving on the two-track through 28 N Pineview. This is private property.** A NO TRESPASSING sign will be put up as soon as the ground thaws.

V. Unfinished Business

- a. **Insurance (Tegeler / Local Gov't Liability Pool)** – Tabled at May, 2016 meeting.

VI. New Business

- a. None

VII. Next Meeting: Monday, February 12, 2018, 5:00 p.m.

2018 meetings:

Monday, March 12, 2018, 5:00 p.m.

Monday, April 9, 2018, 5:00 p.m.

Monday, May 7, 2018, 5:00 p.m.

Monday, June 4, 2018, 5:00 p.m.

Monday, July 2, 2018, 5:00 p.m.

Monday, August 27, 2018, 5:00 p.m.

Monday, September 24, 2018, 5:00 p.m.

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 moved to adjourn the meeting. Michael Hardman seconded. The meeting adjourned at 5:35 p.m.

Respectfully submitted,
Helenanne Cathey, Assistant to the Board

David Collins, President / Date

Michael Hardman, Vice President / Date

Nancy Bock, Secretary/Treasurer / Date