

Pineview Improvement and Service District
Regular Meeting
MINUTES
Monday, June 5, 2017, 5:00 p.m.
Office of Cathey Consulting, 400 South Gillette Avenue, Suite 106, Gillette

BOARD MEMBERS PRESENT: Nancy Bock, David Collins
BOARD MEMBERS NOT PRESENT: Michael Hardman
OTHERS PRESENT: Helenanne Cathey, Jessica Bellin, Josh Bellin, Joe Moore, Diana Martinson,
Jordan Roberts and 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** – Jordan Roberts and Mark Hines from DOWL presented a progress report. All of the items have been addressed that the SRF staff was concerned with on the loan application. David Collins signed the required letters. SRF has reported that they have everything they need to go before the board (SLIB) on August 10th. All of the agencies have responded with their review. Five of them came back okay. Mark Hines explained that the DEQ Air Quality Division reported that the dust control during construction needs to be addressed. Also, the generator needs to be addressed under a possible air quality permitting requirement. It sounds like they may just issue a waiver. This shouldn't hold up the project, but it is something that needs to be addressed during the contract for design. DOWL continues to research the issue to find out exactly what needs to be done. There has been some staff turnover at DEQ, so DOWL is still working to figure out who to deal with. Also, at Wyoming Water Development, the person that was working on this project has left. There shouldn't be any problems with that, but DOWL just wanted the District to be aware of the issues. There was discussion on Part II of the SRF loan application. DOWL will need to meet with Helenanne Cathey to gather some financial information.

There was discussion on the project with landowners who were at the meeting. There was discussion on the proposed location for the water tank and also drainage concerns. A landowner expressed a concern that her driveway was washed out in the past from water from the well. These issues will be addressed as the project moves forward.

- a. DOWL Agreement approved 3/7/17 to complete SRF loan application and send letters to agencies for environmental review (\$17,860.00)

Date	Invoice	Amount	Balance
4/4/17	Invoice 5328.26702.01-6 for 2/26/17-4/1/17	\$3,486.25	
5/3/17	Invoice 5328.26702.01-7 for 4/2/17-4/29/17	\$200.00	\$14,173.75

- a. County grant approved 3/7/17 (\$4,465.00) – No new pay requests.
Pay Request 1 – 5/2/17 for Inv. 5328.26702.01-6 for 2/26-4/1/17 \$871.56
Balance Remaining: \$3,593.44

- II. Roads** – There was discussion on the roads and when the roads will be addressed. People are asking that something be done on the roads. There is \$3,211.61 in the road account. The roads can be crowned, but unless rock is put on the roads, it won't do much good. If rock is put on the roads but drainage isn't fixed, it won't last long.

- III. Minutes Approval** – David Collins moved to approve the minutes for the May 2, 2017, regular meeting. Nancy Bock seconded. Motion carried unanimously.

- IV. Treasurers Report / Pay Bills / Sign Bank Statements** – David Collins moved to accept the Treasurer's Report and pay bills as discussed and as printed below. Nancy Bock seconded. Motion carried unanimously.

Water Account Balance Forward From Last Meeting:	\$6,419.66
04/30/17 Interest	\$0.62
Adjustment	+\$1.00

Adjusted Balance Forward:**\$6,421.28**

05/05/17	Deposit	\$400.00	
05/08/17	Deposit - Assessments	\$3,090.00	
05/10/17	Deposit	\$240.00	
05/17/17	Deposit	\$160.00	
05/24/17	Deposit	\$400.00	
05/26/17	Deposit	\$400.00	
05/30/17	Powder River Energy Auto Deduction 3/25-4/27/17		\$483.09
06/02/17	Deposit	\$80.00	

Bank Balance Prior to Meeting: **\$10,708.19**

Bills Paid

Check #	Payee	Purpose	Amount
1094	Cathey Consulting	Inv. 3916 – May. Admin/Books Out of \$571.56 bill	\$363.57
1095	Charles & Cindy Bredthauer	Reimbursement	\$80.00
1096	DOWL	Engineering 4/2-4/29/17	\$200.00
1097	Energy Laboratories	Inv. 79794 – CCR	\$75.00
1098	Pineview ISD	Transfer to Roads Account for 4/30/17	\$1,134.00
1099	Water Guy, LLC	Inv. May Water	\$484.50
TOTAL BILLS PAID:			\$2,337.07

BANK BALANCE END OF MEETING (WATER):**\$8,371.12**BILLS REMAINING UNPAID Charles & Cindy Bredthauer **\$2,984.55****Roads Account Balance Forward From Last Meeting:****\$2,285.48**

04/30/17 Interest \$0.12

Adjusted Balance Forward: **\$2,285.60****Bank Balance Prior to Meeting:****\$2,285.60**

Bills Paid

Check #	Payee	Purpose	Amount
1009	Cathey Consulting	Inv. 3916 – May Admin/Books Out of \$571.56 bill	\$207.99
TOTAL BILLS PAID:			\$207.99

Transfer from Water Account (for 4/30/17 Assessments) \$1,134.00

BANK BALANCE END OF MEETING (ROADS)**\$3,211.61**

Receivables balances were discussed.

V. Water System Update – No update on the water system.**VI. Unfinished Business**

- Insurance (Tegeler / Local Gov't Liability Pool)** – Tabled at May, 2016 meeting.
- Director Election** – May 2, 2017 (Bock, Collins) – Ballots were canvassed May 3, 2017. Results:

Nancy Bock – 14 votes
David Collins – 9 votes
Diana Martinson – 4 votes

Congratulations to Nancy Bock and David Collins. Oaths were completed as required.

- Budget** – The preliminary budget was approved at the April meeting and advertising approved at the last meeting. The final budget will be adopted at the July 3rd meeting.

II. New Business

- Officer Elections** – David Collins moved to keep the same slate of officers (David Collins, President / Michael Hardman, Vice President / Nancy Bock, Secretary/Treasurer). Nancy Bock seconded. Motion carried unanimously.

- b. Roads – There was discussion again on roads. A suggestion was made to take maybe \$2,000 and put rock in the worst areas. David Collins will make a list of the worst spots and an estimate of how many loads of rock might be needed as a temporary fix until the drainage and roads can be addressed with a more permanent solution. Helenanne Cathey and David Collins will work on getting some estimates to be reviewed at the July meeting.

VII. Next Meeting: Monday, July 3, 2017, 5:00 p.m. (Budget Hearing / Regular Meeting)

2017 MEETINGS:

Monday, August 14, 2017, 5:00 p.m.

Monday, September 11, 2017, 5:00 p.m.

Monday, November 6, 2017, 5:00 p.m.

Monday, October 9, 2017, 5:00 p.m.

Monday, December 4, 2017, 5:00 p.m.

VIII. Adjourn – David Collins adjourned the meeting at 6:15 p.m.

Respectfully submitted,
Helenanne Cathey, Assistant to the Board

David Collins, President / Date

Michael Hardman, Vice President / Date

Nancy Bock, Secretary/Treasurer / Date