

Pineview Improvement and Service District
Regular Meeting
MINUTES
Monday, March 11, 2019, 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, Lance McCallum, Mark Hines (DOWL)

David Collins called the meeting to order at 5:09 p.m.

- I. Water Storage Tank / Water Meters / Water System Upgrades Project** – Mark Hines provided an update on the project. Mark Hines met with Clark Melinkovich from the County regarding the DEQ comments, and the item that will impact the project the most is the venting requirements for the building. Since the building doesn't house the chlorination system, they are hoping any requirements will be minimal. Clark Melinkovich is checking with the building official. DOWL will also ask for a variance on the need for an overhead crane. It looks like they have worked out any requirements with DEQ. It may be April before we advertise as DOWL is finishing up the permitting requirements and is waiting to see WWDC's comments. Mark Hines is working with Pat Carpenter on an opinion of title for WWDC. Mark Hines reported that all of the additional work especially with the DEQ permitting issue and extra time may require a change order to their agreement as they will likely go over the amount they estimated. David Collins moved to approve and sign the pay requests for the County Grant, SLIB loan and the WWDC grant (Pay Requests 9). 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 February 11, 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: \$22,812.79

02/12/19	Deposit	\$80.00
02/15/19	Deposit	\$852.00
02/22/19	Deposit	\$80.00
02/26/19	Deposit	\$160.00
02/28/19	Interest	\$2.94
03/01/19	Deposit	\$240.00
03/05/19	Deposit	\$240.00
03/05/19	SLIB Loan Req 8	\$1,591.44
03/08/19	Deposit	\$160.00
03/08/19	Deposit – Assessments	\$1,046.50
03/11/19	Deposit	\$160.00
03/11/19	Deposit – County Grant Pay Req 8	\$398.44

Bank Balance Prior to Meeting: \$27,824.11

Bills Paid

Check #	Payee	Purpose	Amount
AUTO	Powder River Energy	Electricity 1/30-3/01/19	\$447.80
1208	Cathey Consulting	Inv. 4830 – Feb. Admin/Books	\$604.75
1209	Charles & Cindy Bredthauer	Reimbursement	\$80.00
1210	DOWL	Inv. 5328.26702.02-11 Eng 1/31-2/	\$1,851.65
1211	Pineview ISD	2/28/19 Road Assessments	\$283.50
1212	Stevens, Edwards, Hallock	Legal fees 1/7-1/11	\$196.75
1213	Water Guy, LLC	Inv. 2019-127 – Feb. water oper./chem.	\$940.19
TOTAL PAYMENTS:			\$4,404.64

BANK BALANCE END OF MEETING (WATER):	\$23,419.47
BILLS REMAINING UNPAID Charles & Cindy Bredthauer	\$1,304.55
Roads Account Balance Forward From Last Meeting:	\$12,097.98
02/28/19 Interest	\$1.39
Bank Balance Prior to Meeting:	\$12,099.37
Ck# 1208 – Transfer from Checking for 2/28/19 Road Assessments	\$283.50
BANK BALANCE END OF MEETING (ROADS)	\$12,382.87

IV. Roads – There was discussion on the roads. Dave Shannon will be working on the roads when he can, doing some blading and bringing in some rock. There are some culverts that need replaced. The District is trying to build up funds to do more work on the roads, fixing drainage issues and culverts and the roads (crowning, adding rock). The District assesses \$189 per lot for road work, which is a total of \$8,316 a year for roads.

V. Water System Update – No update.

VI. Unfinished Business

- a. Election – May 7, 2019 (Hardman – 4 year term) – Ballots will be mailed between April 12th and April 22nd, and the following legal ad will run April 23, 2019.

NOTICE OF DIRECTOR ELECTION
PINEVIEW IMPROVEMENT & SERVICE DISTRICT
CAMPBELL COUNTY, WYOMING

Public Notice is hereby given that ballots have been mailed to all qualified electors within the Pineview Improvement & Service District for the purpose of electing one director to the Board of Directors to serve a four (4)-year term. Candidates include Michael E. Hardman. Replacement ballots may be obtained from Cathey Consulting, LLC at 400 South Gillette Avenue, Suite 106, Gillette, Wyoming (K2 Technology building – entrance is on 4th Street across from Arrow Printing), or by calling Helenanne Cathey at 307-685-8235. An “Elector Affidavit” form will need to be completed in order to receive a replacement ballot. All mail ballots must be received by Pineview Improvement & Service District by mail at Pineview Improvement & Service District, PO Box 3827, Gillette, Wyoming, 82717, or at Cathey Consulting by 5:00 p.m. on Tuesday, May 7, 2019, to be valid. A polling place will be available at Cathey Consulting, 400 South Gillette Avenue, Suite 106, Gillette, on Tuesday, May 7, 2019, between 9:00 a.m. and 2:00 p.m.

Nancy Bock, Secretary/Treasurer / Filing Officer
Pineview Improvement & Service District

V. New Business

- a. David Collins moved to complete the Local Government Liability Pool renewal application to renew the insurance for the next fiscal year. Nancy Bock seconded. Motion carried unanimously.
- b. Budget for 7/1/19 – 6/30/20 – The budget was discussed. The construction of the project will most likely be in the next fiscal year so those numbers will be estimated between this year and next year. The budget will be updated over the next few months.

VII. Next Meeting: Monday, April 8, 2019, 5:00 p.m.
2019 meetings:

Monday, May 6, 2019, 5:00 p.m.	Monday, June 3, 2019, 5:00 p.m.
Monday, July 1, 2019, 5:00 p.m.	Monday, August 26, 2019, 5:00 p.m.
Monday, Sept. 23, 2019, 5:00 p.m.	Monday, October 21, 2019, 5:00 p.m.
Monday, Nov. 18, 2019, 5:00 p.m.	Monday, Dec. 16, 2019, 5:00 p.m.

VIII. Adjourn – David Collins adjourned the meeting at 6:06 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