

**Pineview Improvement and Service District**  
**Regular Meeting**  
**MINUTES**  
**Monday, November 6, 2017, 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, Joe Moore, Scott Robinson,  
John Hespen (Hespen Excavating), Mark Hines (DOWL)

David Collins called the meeting to order at 5:02 p.m.

- I. Water Storage Tank / Water Meters / Water System Upgrades Project** – Mark Hines from DOWL was at the meeting and gave an update on the project. The SRF Part II application was submitted. The state got new money to fund the grant side of projects, so DOWL submitted a request for 50% forgiveness on the SRF loan. We won't hear on whether or not that is approved until the application process is finished (in December). The County grant application will need to be submitted right away for \$50,340. David Collins moved to sign and submit the County grant application. Nancy Bock seconded. Motion carried unanimously. A certification statement and other paperwork was signed to submit along with the SRF application.

David Collins moved to adopt the policy for the preference of Wyoming Resident Contractors and Residents. Nancy Bock seconded. Motion carried unanimously. The policy reads as follows:

**POLICY FOR THE PREFERENCE OF WYOMING RESIDENT CONTRACTORS AND RESIDENTS**

**To Promote Employment of Wyoming Contractors and Residents  
To comply with the Wyoming Preference Act**

1. The District will provide notice that they are seeking professional services for the design of a capital construction project.
2. Firms interested in providing the design services are requested to submit proposals including a cost estimate in which project specific qualifications and other pertinent information regarding the specific project are provided.
3. The local government will screen and base final selection based on cost of services, ability of professional personnel, past performance, willingness to meet time requirements and residency.
4. The selected firm must comply with the Wyoming Preference Act of 1971 (16-6-201 et al), aiming to retain public monies in the state by ensuring Wyoming contractors and residents receive employment on public works projects.

The state will meet in December to consider the District's loan application. If the principal forgiveness and County grant go through, the District will be getting about 80% funding on the project.

The state looks at finances going forward as well as the time period during the project. One of the things the state is concerned about is the water rates. The rate, exclusive of the assessment, is barely enough to cover the operations costs. The application notes that the rates are reviewed periodically. The District reviews rate during the budget process each year.

- II. Minutes Approval** – David Collins moved to approve the minutes for the October 9, 2017, 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. Nancy Bock seconded. Motion carried unanimously.

|                                                         |                   |
|---------------------------------------------------------|-------------------|
| <b>Water Account Balance Forward From Last Meeting:</b> | <b>\$6,090.19</b> |
| 09/30/17 Interest                                       | \$1.19            |
| Adjusted Balance Forward:                               | \$6,091.38        |

|                                                         |                            |                                                      |                   |
|---------------------------------------------------------|----------------------------|------------------------------------------------------|-------------------|
| 10/10/17                                                | Deposit                    | \$160.00                                             |                   |
| 10/18/17                                                | Deposit                    | \$420.00                                             |                   |
| 10/20/17                                                | Deposit                    | \$100.00                                             |                   |
| 10/27/17                                                | Deposit                    | \$320.00                                             |                   |
| 10/27/17                                                | Deposit                    | \$102.00                                             |                   |
| Auto payment - Powder River Energy 8/28/17-9/29/17      |                            |                                                      | -\$539.05         |
| 10/31/17                                                | Interest                   | \$0.90                                               |                   |
| 11/02/17                                                | Deposit                    | \$80.00                                              |                   |
| 11/03/17                                                | Deposit                    | \$320.00                                             |                   |
| 11/06/17                                                | Deposit                    | \$80.00                                              |                   |
| Bank Balance Prior to Meeting:                          |                            |                                                      | \$7,135.23        |
| Bills Paid                                              |                            |                                                      |                   |
| <b>Check #</b>                                          | <b>Payee</b>               | <b>Purpose</b>                                       | <b>Amount</b>     |
| AUTO                                                    | Powder River Energy        | Electricity                                          | NO BILL YET       |
| 1121                                                    | Cathey Consulting          | Inv. 4154 – Oct. Admin/Books<br>Out of \$570.79 bill | \$362.80          |
| 1122                                                    | Charles & Cindy Bredthauer | Reimbursement                                        | \$80.00           |
| 1123                                                    | DOWL                       | Inv. 5328.26702.01-11 10/1-10/28 eng.                | \$915.38          |
| 1124                                                    | Water Guy, LLC             | Inv. 2017-1112 – Oct. op. \$484.50                   | \$732.50          |
|                                                         |                            | Inv. 2017-1043 – Locates-Aug. \$124.00               |                   |
|                                                         |                            | Inv. 2017-1112 – Locates-Sep. \$124.00               |                   |
| TOTAL BILLS PAID:                                       |                            |                                                      | \$2,090.68        |
| <b>BANK BALANCE END OF MEETING (WATER):</b>             |                            |                                                      | <b>\$5,044.55</b> |
| BILLS REMAINING UNPAID                                  |                            | Charles & Cindy Bredthauer                           | \$2,584.55        |
| <b>Roads Account Balance Forward From Last Meeting:</b> |                            |                                                      | <b>\$4,767.23</b> |
| 09/30/17                                                | Interest                   | \$0.40                                               |                   |
| 10/31/17                                                | Interest                   | \$0.41                                               |                   |
| <b>Bank Balance Prior to Meeting:</b>                   |                            |                                                      | <b>\$4,768.04</b> |
| Bills Paid                                              |                            |                                                      |                   |
| <b>Check #</b>                                          | <b>Payee</b>               | <b>Purpose</b>                                       | <b>Amount</b>     |
| 1015                                                    | Cathey Consulting          | Inv. 4154 – Oct. Admin/Books<br>Out of \$570.79 bill | \$207.99          |
| 1016                                                    | Hespen Excavating          | Inv. 169 – Scoria delivered and spread               | \$3,964.00        |
| TOTAL BILLS PAID:                                       |                            |                                                      | \$4,171.99        |
| <b>BANK BALANCE END OF MEETING (ROADS)</b>              |                            |                                                      | <b>\$596.05</b>   |

Receivables balances were reviewed.

#### IV. Water System Update – No update.

#### V. Unfinished Business

- Insurance (Tegeler / Local Gov't Liability Pool)** – Tabled at May, 2016 meeting.
- Roads** – John Hespen from Hespen Excavating came to the meeting and reviewed an estimate for an APPROXIMATE amount on what it will take to rebuild the District's roads. The District has about 3.5 miles with about 2.5 miles that need to be rebuilt. Per mile, no compaction and no water, with scoria – rebuilding the road, the cost on average with 4" to 6" of rock is a little over \$52,000 a mile.  
5 train loads were brought in by Hespen excavating this past month – 4 loads from the mailboxes to the first curve and one just north of Joe Moore's driveway going north. Rock was brought in and knocked down with a backhoe. They didn't use a blade on the rock because they were trying to keep the cost down in order to bring in more rock. 170 yards of scoria were brought in (34 yards per train load).  
Someone brought in four dump truck loads of rock just off the interstate by the mailboxes. A contractor or someone spread the rock. This wasn't Hespen that did this work.  
John Hespen advised that the roads, over time, have gone to pieces. There is a narrow window to take care of roads before they start to deteriorate. Once they deteriorate, it's very expensive to bring them back. As discussed the cost to rebuild a mile of road is estimated at around \$52,000. The County will

reimburse 50% of drainage work ONE TIME ONLY per street (through the County District Support grant program). In an existing subdivision, they want the ditches 2' deep. New subdivisions require 3' deep ditches. There was discussion on the County grant program. Rock can be reimbursed at 25%. So for a mile of road, you would have the potential of about \$15,000 from the County (of the \$52,000). These are approximations. Whatever rock is being put down now is going to disappear fairly quickly without drainage and re-crowning of the roads. The County is not going to help with the cost of rock through the County grant program until the drainage is brought up to some minimum specifications. Once the road is brought up to standards, a maintenance schedule will be vital.

There was discussion on people spinning tires or spinning cookies on the roads. It's frustrating to spend money on rock, and then people tear up the roads.

**VI. New Business**

- a. There was discussion on the meeting schedule for 2018.

**VII. Next Meeting: Monday, December 4, 2017, 5:00 p.m.**

**VIII. Adjourn – David Collins adjourned the meeting at 6:01 p.m.**

Respectfully submitted,  
Helenanne Cathey, Assistant to the Board

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David Collins, President / Date

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Michael Hardman, Vice President / Date

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Nancy Bock, Secretary/Treasurer / Date