Pineview Improvement and Service District
Special Meeting
MINUTES
Wednesday, December 11, 2019, 2:30 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, Mark Hines (DOWL), Darlene Fetters

David Collins called the special meeting to order at 2:32 p.m. The purpose of special meeting is to review the bids on the project and determine a course of action. The bids were opened last Thursday, and they came in above the funding levels. The low bid came in about $258,750 higher than estimated. The bids are as follows:

JR Civil, LLC	$785,947 .78
DRM Inc.	$857,219.50
Hot Iron, Inc.	$874,883.68
Western Mun. Const. Wy, Inc.	$891,520.00

The funding agencies have expressed support in providing additional grant and loan funds, but a resolution needs to be approved today in order for the state to start this process and get additional funding approved yet this winter. The District will still go through the process of advertising and sending notices to landowners regarding the assessment and holding a hearing to finalize the additional funding requests. As soon as Mark Hines has the numbers firmed up, the District can start the notice process.

Another option is to walk away and abandon the project. The District has spent years getting to this point. The project is very important. A storage tank is vital to the water system. Abandoning the project could mean losing funding as there is no guarantee funding will be there later. Once the tank is built, there will be additional landowners who will tie into the system – splitting the loan up among more landowners will drop the assessment amount for the loan for everyone, but the tank/project has to be completed first.

Wyoming Water Development Commission (WWDC) is willing to authorize an estimated $195,000 more grant money. SLIB / SRF will agree to an additional $130,000 (estimated) loan amount, and they could provide some principal forgiveness, but there is no guarantee there will be any principal forgiveness. We would have to budget an additional $130,000 (estimated) loan money. This would increase the assessment by approximately $250 per year. Mark Hines is still working to finalize numbers.

WWDC requires 10% contingency fees added into the project and additional engineering as well as the bid amount when going for additional funding. $987,739 is the estimated total revised project with contingency. The current funding level was based on a cost of $680,000. The District would request $194,866 for the grant and $123,313 for the loan. There aren't any additional funds available from the County. The project still ends up with 74% funding through grants and 26% from a loan. These are preliminary numbers that Mark Hines will be working on and finalizing by next week.

A resolution was reviewed to authorize the District to amend the application to Wyoming Water Development, basically stating that we bid the project and will need more money. A letter was also reviewed that explains the estimated dollar amounts.

The District has 60 days to sign a contract with the contractor as per the bid documents. With the need for additional funding, that time period will need to be extended beyond the 60 days. Mark Hines reported that he talked to the contractor, and the contractor has no issue with that. The State is requiring a letter from the District's attorney stating that it is legal to extend this time period.

David Collins moved to adopt Resolution 2019-001 to request Wyoming Water Development amend the funding application and provide additional funding for the project and authorize David Collins to sign the resolution and the letter to accompany the resolution, authorize Mark Hines (DOWL) to keep working on the project, and authorize Pat Carpenter to do a letter as required by the State. Nancy Bock seconded. There was discussion. The consensus is to keep going on the project. It needs to be done. Motion carried unanimously.

Adjourn – David Collins adjourned the meeting at 3:35 p.m.

Next Regular Meeting:Monday, Dec. 16, 2019, 5:00 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