

Pineview Improvement and Service District
Regular Meeting
MINUTES
Monday, December 12, 2022, 5:00 p.m.
Office of Cathey Consulting, 400 South Gillette Avenue, Suite 106, Gillette
Revised 1/5/23

BOARD MEMBERS PRESENT: David Collins, Michael Hardman, Nancy Bock (by phone)
 OTHERS PRESENT: Helenanne Cathey, Darlene Feters, Joe Moore

David Collins called the meeting to order at 5:00 p.m.

- I. Customer Concerns / Requests** – No update from the owner of 33 Pineview regarding the possibility of tapping into the District's water system.
- II. Minutes Approval** – David Collins moved to approve the minutes for the November 14, 2022, regular meeting as written. Nancy Bock seconded. Motion carried unanimously.
- III. Treasurers Report / Pay Bills / Sign Bank Statements** – The bills were reviewed and discussed. One of Water Guy's invoices was for a shut off after hours and turn on for water at 18 N Pineview. David Collins moved to have Water Guy invoice the customer for the invoice charges (\$202.50). Nancy Bock seconded. Motion carried unanimously. David Collins moved to accept the Treasurer's Report and pay bills as listed below and sign bank statements. Nancy Bock seconded. Motion carried unanimously.

Water Account Balance Forward From Last Meeting:	\$199.19
11/1-11/14/22 Deposits – Water	\$440.00
Adjusted balance Forward:	\$639.19
11/15-11/30/22 Deposits – Water	\$1,580.00
11/21/22 Check returned for insufficient funds:	-110.00
11/30/22 Interest	\$0.59
12/05/22 Deposit – Xpress Bill pay	\$1,040.00
Balance Prior to Bill Payments:	\$3,149.78*

**This balance does not reflect Water Guy deposits since the end of the prior month.*

Bills paid at this meeting:

Check #	Payee	Purpose	Amount
AUTO	Powder River Energy	Electricity 11/1/22 – 12/1/22	\$694.86
1402	Cathey Consulting	Inv. 6832 – Nov., 2022 Admin/Books/Compliance	\$525.00
1403	Water Guy	Inv 2022-1206 – Nov. Water Op., Meters, Bill \$868.80	\$1,071.30
		Inv. 2022-1206 – Water shut off/turn (customer request)	
		18 N Pineview \$202.50	
TOTAL			\$2,291.16
12/09/22	Deposit – 11/30/22 Assessments		\$11,032.00
Additional Checks (to move assessments to correct accounts):			
1404	Pineview ISD	11/30/22 Road Assessments to Roads Acct.	\$3,402.00
1405	Pineview ISD	11/30/22 Water Assessments to Water Reserves Acct.	\$7,630.00
BANK BALANCE END OF MEETING (WATER):			\$858.62

Roads Account Balance Forward From Last Meeting:	\$22,003.06		
11/30/22 Interest	\$4.44		
Roads Account Balance Prior to Meeting:	\$22,007.50		
Check #	Payee	Purpose	Amount
1044	Earth Work Solutions	Inv. 36939 – Haul 30 train loads scoria & spread on rds.	\$21,555.60
12/12/22	Transfer from checking		\$3,402.00
	(11/30/22 Road Assessments)		
BANK BALANCE END OF MEETING (ROADS)			\$3,853.90

Water System Reserve Account Balance Forward From Last Meeting: \$2,881.95

11/30/22 Interest \$0.69
12/12/22 Transfer from Checking \$7,630.00
(11/30/22 Water Assessments)

BANK BALANCE END OF MEETING (WATER SYSTEM RESERVES): \$10,512.64

Receivables Review / District current billing for Water: 22 taps X \$110 per month = \$2,420.00
Accounts Receivable Balances were reviewed.

- IV. Water System Update** – The water system information was available for review. There was discussion on billing people for Water Guy shutting off water. David Collins attended a training session that Water Guy had regarding a new EPA lead and copper rule. The District will need to have an inventory of every tap on the system and determine over time if there are any lead service lines in the water system. We don't anticipate that there are. Those who have worked on the water system have reported there are none. The District will need to report an inventory by October of 2024.
- V. Roads** – Earth Work Solutions put scoria down on the roads. The contractor recommended starting at one point and going until you run out of rock. He reported that it would hold up better rather than just doing patches or putting down only a couple of inches on more roads. When there is more money in the account, the plan is to continue putting rock down at the same thickness. The rock was put down on the worst parts, and again, when we get more money, we will continue on (finish Ranchette and then, go up Pineview). Earth Work Solutions said that they could come out in the spring and blade the roads again.
- VI. Unfinished Business**
- a. Director Election – May 2, 2023 – Hardman (4 year term) – The first legal ad for the May election will run January 10th in the News-Record. Anyone interested in running for the Board and having their name on the ballot must submit an application between February 1, 2023, and February 21, 2023. The application is available from the office of Cathey Consulting or online at www.catheyconsulting.net – click on Election Documents.
- VII. New Business**
- a. None
- VIII. Next Regular Meeting: Monday, January 9, 2023, 5:00 p.m.**
2023 Meetings:
Mon., Jan. 9, 2023, 5:00 p.m. / Mon., Feb. 6, 2023, 5:00 p.m. / Mon., Mar. 6, 2023, 5:00 p.m. /
Mon., April 3, 2023, 5:00 p.m. / Mon., May 1, 2023, 5:00 p.m. / Mon., June 26, 2023, 5:00 p.m. /
Mon., July 24, 2023, 5:00 p.m. / Mon., Aug. 21, 2023, 5:00 p.m. / Mon., Sept. 18, 2023, 5:00 p.m. /
Mon., Oct. 16, 2023, 5:00 p.m. / Mon., Nov. 13, 2023, 5:00 p.m. / Mon., Dec. 4, 2023, 5:00 p.m.
- IX. Adjourn** – David Collins adjourned the meeting at 5:28 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!**
- **WHENEVER THERE IS A PROBLEM WITH THE WATER SYSTEM, RESIDENTS NEED TO CALL WATER GUY AT 307-299-3544 OR 307-299-9911.**

Respectfully submitted,
Helenanne Cathey, Assistant to the Board

David Collins, President / Date

Michael Hardman, Vice President / Date

Nancy Bock, Secretary/Treasurer / Date