

Pineview Improvement and Service District
Regular Meeting
MINUTES
Monday, December 13, 2021, 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 Fetters, Scott Robinson

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

- I. Minutes Approval** – David Collins moved to approve the minutes for the November 15, 2021, regular meeting as written. Nancy Bock seconded. Motion carried unanimously.
- II. Treasurers Report / Pay Bills / Sign Bank Statements** – The total bills presented for payment for the water system continue to be more than is available to pay the bills. David Collins moved to accept the Treasurer's Report and pay bills as listed below, including a bill for Fuller Construction for scoria that was received after the agenda was printed. Nancy Bock seconded. Motion carried unanimously.

Water Account Balance Forward From Last Meeting: **\$372.51**

11/16-11/30/21 Deposits	\$824.00	
11/30/21 Interest	\$0.24	
12/01-12/10/21 Deposits	\$11,895.00	
Balance Prior to Bill Payments:		\$13,091.75

Bills paid at this meeting:

<u>Check #</u>	<u>Payee</u>	<u>Purpose</u>	<u>Amount</u>
AUTO	Powder River Energy	Electricity 11/1-12/1/21	\$600.06
1366	Pineview ISD	Transfer to Reserves to maintain minimum balance	\$3,000.00
1367	Pineview ISD	11/30/21 Assessments to Roads Account	\$3,496.50
1368	Bennett, Weber & Hermstad	CPA Review for FYE 6/30/21	\$4,500.00
1369	Water Guy	Inv. 2021-942 – 9/17&9/23 – Tie in new well line to pump house. Moved old chlorine pump to new pump house \$5,869.00	\$500.00

TOTAL: **\$12,096.56**

BANK BALANCE END OF MEETING (WATER): **\$995.19**

Bills remaining unpaid:

Cathey Consulting Inv. 6274 – Oct. Admin/Bookkeeping/Compliance	\$723.20
Cathey Consulting Inv. 6319 – Nov. Admin/Bookkeeping/Compliance	\$725.52
Water Guy Inv. 2021-942 – Tie in new well line/move chlor. pump	\$5,369.00
Original invoice amount \$5,869.00 - \$500 paid 12/13/21	
Total	\$6,817.72

Roads Account Balance Forward From Last Meeting: **\$16,620.25**

11/30/21 Interest	\$0.92
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Roads Account Balance Prior to Meeting: **\$16,621.17**

Bills Paid

<u>Check #</u>	<u>Payee</u>	<u>Purpose</u>	<u>Amount</u>
1040	Best Out West Spraying	Inv. 4317 – Blade roads and haul gravel	\$1,280.00
1041	Fuller Construction	Inv. 1141 – 2" minus Scoria – 88 @ \$8	\$704.00
TOTAL:			\$1,984.00

Transfer from Checking (11/30/21 Road Assessm.) \$3,496.50

BANK BALANCE END OF MEETING (ROADS) **\$18,133.67**

Water System Reserve Account Balance Forward From Last Meeting: **\$9,075.41**

11/30/21 Interest	\$0.75
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Transfer from Checking (to maintain minimum balance in reserve account) \$3,000.00

Water System Reserve Account Balance Prior to Meeting:

\$12,076.16

(Reserve account must have a minimum of \$12,003.98 at all times.)

Accounts Receivable balances were reviewed. An updated policy for shutting off water on accounts that aren't being paid will be considered starting in January. A request for writing off late fees and half of the overage fees at 30 Pineview Drive was made by Kayden & Shelby Christopherson. The consensus is to write off half of the overage charges for two months, but the late fees will not be written off. A letter was signed that will be mailed to the homeowner.

III. Water System Update – The water system information was reviewed. David Collins moved to approve the meter readings and billing for November 30, 2021. Nancy Bock seconded. Motion carried unanimously.

IV. Roads – There was discussion on road work. Up to \$10,000 has been approved for rock and road work. Some work has been done. Two invoices were paid at this meeting.

V. Unfinished Business

a. 2022 meetings were scheduled. January's meeting will be at 4:30 p.m. instead of 5:00 p.m.

VI. New Business

a. None

VII. Next Regular Meeting: Monday, January 10, 2022, 4:30 p.m.

2022 Meetings:

Mon., Jan. 10, 2022, **4:30 p.m.** / Mon., Feb. 7, 2022, 5:00 p.m. / Mon. Mar. 7, 2022, 5:00 p.m.

Mon., Apr. 4, 2022, 5:00 p.m. / Mon., May 16, 2022, 5:00 p.m. / Mon., June 27, 2022, 5:00 p.m.

Mon., July 25, 2022, 5:00 p.m. / Mon., Aug. 22, 2022, 5:00 p.m. / Mon., Sep. 19, 2022, 5:00 p.m.

Mon., Oct. 17, 2022, 5:00 p.m. / Mon., Nov. 14, 2022, 5:00 p.m. / Mon., Dec. 12, 2022, 5:00 p.m.

VIII. Adjourn – David Collins moved to adjourn. Nancy Bock seconded. The meeting adjourned at 5:40 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