

Pineview Improvement and Service District
Regular Meeting
MINUTES
Monday, February 10, 2020, 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, Allyson Collins, Mark Hines (DOWL)

David Collins called the meeting to order at 5:08 p.m.

- I. Water Storage Tank / Water Meters / Water System Upgrades Project** – Mark Hines provided an update. He went to Cheyenne last Thursday and attended the SLIB meeting for the increased loan amount. The increased loan amount was approved. David Collins moved to approve and authorize Board members to sign the paperwork for the revised loan amount as soon as it comes in. Nancy Bock seconded. Motion carried unanimously. The agreement with JR Civil was received. David Collins moved to approve and authorize signatures on the contract with JR Civil and Pineview Improvement and Service District for the bid amount of \$785,947.78. Nancy Bock seconded. Motion carried unanimously. The contractor has requested setting up a trailer on Pineview Drive, where Ranchette and Pineview come together – just around the corner. The trailer will be within the road right-of-way. There isn't enough room at the job site to put the trailer. The contractor will start bringing equipment and materials out there fairly soon.

Pineview Water Project - Grant/Loan Tracking – February 10, 2020							
FUNDING AMOUNTS:		563,500	384,473	49,999.92		997,972.92	
INVOICES/ PAY REQUESTS	AMOUNTS	WWDC	SRF	County	District	Total Calculated	Total Funding
DOWL Invoice 5328.26702.02-18	1,340.00						
PAY REQUEST 16 (Cty = PR 4)	1,340.00	726.16	514.64	98.53	0.67	1,340.00	1,339.33
TOTAL TO DATE	82,649.89	44,788.97	30,568.23	6,367.80	924.89	82,649.89	81,725.00
FUNDING AMOUNT REMAINING:		518,711.03	353,904.77	43,632.12			916,247.92

- II. Minutes Approval** – David Collins moved to approve the minutes for the January 13, 2020, regular meeting, January 27, 2020, special meeting, and February 4, 2020, special meeting as presented. 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: \$12,721.82

01/13/20 Deposit - SLIB Loan Req. 14 \$981.31

Adjusted Balance Forward: \$13,703.13

01/15/20 Deposit – County Grant Req. 2 \$187.88

01/15/20 Deposit – WWDC Grant Req. 14 \$1,384.64

01/14-01/31/19 Deposits \$962.00

01/31/20 Interest \$2.30

02/01-02/10/20 Deposits \$880.00

02/10/20 Deposit – County Grant Req. 3 \$281.66

Bank Balance Prior to Meeting: \$17,401.61

Bills Paid

Check #	Payee	Purpose	Amount
AUTO	Powder River Energy	Electricity 1/1-2/1/2020	\$439.93
1268	Cathey Consulting	Inv. 5325 – Jan. Admin/Books	\$603.10
1269	DOWL	Inv. 5328.26702.02-17–Eng 12/29-1/25	\$1,340.00

1270	Postmaster	Annual box fee	\$76.00
1271	Stevens, Edwards, Hallock...	Legal fees – contractor documents	\$467.50
1272	Water Guy, LLC	Inv. 2019-1129 - Jan. Water Op.	\$486.50
TOTAL PAYMENTS:			\$3,413.03
BANK BALANCE END OF MEETING (WATER):			\$13,988.58
Roads Account Balance Forward From Last Meeting:			\$13,013.90
01/31/20	Interest	\$1.65	
Roads Account Balance Prior to Meeting:			\$13,015.55
Bills Paid			
<u>Check #</u>	<u>Payee</u>	<u>Purpose</u>	<u>Amount</u>
None			
BANK BALANCE END OF MEETING (ROADS)			\$13,015.55
Water System Reserve Account Balance Forward From Last Meeting:			\$23,174.80
01/31/20	Interest	\$9.82	
BANK BALANCE END OF MEETING (WATER RESERVES)			\$23,184.62
Accounts Receivable balances were reviewed. Receivables balance: \$15,926.39.			

IV. **Roads** – No update.

V. **Water System Update** – No update.

VI. **Unfinished Business**

a. None

VII. **New Business**

- a. A landowner submitted a letter requesting the late fees waived on an account. David Collins moved to write off the \$122 late fees on 30 Pineview Drive. Nancy Bock seconded. Motion carried unanimously. The Board appreciated the landowner taking the time to write the letter with the explanation. It was a very nice letter.
- b. David Collins moved to authorize JR Civil to park their trailer on the north side of Pineview Drive, west of the intersection of Ranchette and Pineview in the road right-of-way. Nancy Bock seconded. Motion carried unanimously. David Collins will call the contractor and remind them that they cannot block the roadway at any time. That will be the stipulation for putting the trailer there.

VIII. **Next Regular Meeting: Monday, March 9, 2020, 5:00 p.m.**

2020 Meetings:

Monday, Mar. 9, 2020, 5:00 p.m.

Monday, Apr. 6, 2020, 5:00 p.m. Monday, May 4, 2020, 5:00 p.m.

Monday, June 29, 2020, 5:00 p.m.

Monday, Jul. 27, 2020, 5:00 p.m. Monday, Aug. 24, 2020, 5:00 p.m.

Monday, Sep. 21, 2020, 5:00 p.m.

Monday, Oct. 19, 2020, 5:00 p.m. Monday, Nov. 16, 2020, 5:00 p.m.

Monday, Dec. 14, 2020, 5:00 p.m.

IX. **Adjourn** – David Collins adjourned the meeting at 5:39 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