

Pineview Improvement and Service District
Regular Meeting
MINUTES
Monday, February 6, 2023, 5:00 p.m.
Office of Cathey Consulting, 400 South Gillette Avenue, Suite 106, Gillette

BOARD MEMBERS PRESENT: David Collins, Michael Hardman, Nancy Bock
 OTHERS PRESENT: Helenanne Cathey, Darlene Fetters, Scott Robinson, 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 January 9, 2023, regular meeting as presented. Nancy Bock seconded. Motion carried unanimously.
- III. Treasurers Report / Pay Bills / Sign Bank Statements** – The bills were reviewed and discussed. 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. The bill was received in the mail today from the post office for the annual post office box renewal. The cost has gone up to \$210 a year. Helenanne Cathey said that the District could use her post office box if they want instead of paying the fee for a separate box. A number of other Districts for whom she works already do that. David Collins moved to start using Cathey Consulting's PO Box 471 instead of renewing a separate post office box. Nancy Bock seconded. Motion carried unanimously.

Water Account Balance Forward From Last Meeting:			\$786.20
1/1-1/9/23	Deposits – Water	\$110.00	
01/05/23	Deposit – Xpress bill pay	\$808.67	
01/09/23	Deposit – Assessments	\$378.00	
Adjusted balance Forward:			\$2,082.87
1/10-1/31/23	Deposits – Water	\$990.00	
01/30/23	Powder River Energy – Electricity 12/1-1/1/23	\$759.64	
01/31/23	Interest	No statement yet.	
02/05/23	Deposit – Xpress Bill pay	No report yet.	
Balance Prior to Bill Payments:			\$2,313.23*

**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 1/1 – 2/1/23	Bill not available yet.
1408	Cathey Consulting	Inv. 6911 – Jan., 2022 Admin/Books/Compliance	\$525.00
1409	Gillette News-Record	Ad 00376979 – Director election ad	\$93.50
1410	Pineview ISD	12/31/22 Assessments – Transfer to Road Acct	\$378.00
1411	Water Guy	Inv 2023-72 – Jan. Water Op., Meters, Bill \$868.80	\$957.19
		Inv. 2023-11 – Endorsement stamp for deposits \$88.39	
1412	VOID		
TOTAL			\$1,953.69
BANK BALANCE END OF MEETING (WATER):			\$359.54

Roads Account Balance Forward From Last Meeting: **\$3,858.34**

01/31/23 Interest No statement yet.

Roads Account Balance Prior to Meeting: **\$3,858.34**

Check #	Payee	Purpose	Amount
No bills paid.			
02/06/23	Deposit – 12/31/22 Assessments	\$378.00	
BANK BALANCE END OF MEETING (ROADS)			\$4,236.34

Water System Reserve Account Balance Forward From Last Meeting: **\$10,936.21**

01/31/23 Interest No statement yet.

Water System Reserve Account Balance Prior to Meeting: **\$10,936.21**

Receivables Review / District current billing for Water: 22 taps X \$110 per month = \$2,420.00

Accounts Receivable Balance: \$14,590.00 (Assessments / \$10,552.50 Monthly Billing: \$4,037.50*)

(2 properties in foreclosure–David Collins confirmed they are shut off, but they are not locked out.)

**Accounts receivable balance does not include January billing or auto payments (Xpress bill pay)*

IV. Water System Update – The water system information was reviewed. No update on the lead and copper service line inventory.

V. Roads – There was discussion on roads.

VI. Unfinished Business

- a. Director Election – May 2, 2023 – Hardman (4 year term) – 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. There was discussion on the tap fee and the possibility of reducing the tap fee from \$10,000 to \$5,000. If the main line is right near the property, the \$5,000 may be sufficient. However, if the main line has to be extended, it will cost more than that. People are encouraged to attend a meeting if they are interested in water.

VIII. Next Regular Meeting: Monday, March 6, 2023, 5:00 p.m.

2023 Meetings:

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