

Pineview Improvement and Service District
Regular Meeting
MINUTES
Monday, February 7, 2022, 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, Scott Robinson, Darlene Feters, Joe Moore

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

- I. David Collins moved to authorize Water Guy to take over the monthly billing starting in March. Nancy Bock seconded. Motion carried unanimously.
- II. **Minutes Approval** – David Collins moved to approve the minutes for the January 10, 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. 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, and sign bank statements. Nancy Bock seconded. Motion carried unanimously.

Water Account Balance Forward From Last Meeting: \$775.75

1/10/22	Deposit – Assessments	\$189.00	
1/11-1/31/21	Deposits	\$858.00	
01/31/22	Interest	No statement yet.	
AUTO	Powder River Energy Electricity 12/1-1/1/22		\$708.97
02/01-02/04/22	Deposits	\$360.00	
	Balance Prior to Bill Payments:		\$1,473.78
	Bills paid at this meeting:		

Check #	Payee	Purpose	Amount
AUTO	Powder River Energy	Electricity 1/1-2/1/22	NO BILL YET.
1372	Pineview ISD	12/31/21 Roads Assessments transfer	\$189.00
1373	Postmaster	Annual box fee	\$198.00
1374	Water Guy, LLC	Inv. 2022-18 – Locates in November \$32.50	\$606.00
		Inv. 2022-77 – Jan. Water Oper./Meter Rdgs.	\$573.50

TOTAL: \$993.00

BANK BALANCE END OF MEETING (WATER): \$480.78

Bills remaining unpaid:

Cathey Consulting Inv. 6319 – Nov. Admin/Bookkeeping/Compliance	\$725.52
Cathey Consulting Inv. 6361 – Dec. Admin/Bookkeeping/Compliance	\$651.68
Cathey Consulting Inv. 6407 – Jan. Admin./Bookkeeping/Compliance	\$649.94
Water Guy Inv. 2021-942 – Tie in new well line/move chlor. Pump	\$5,369.00
Original invoice amount \$5,869.00 - \$500 paid	

Total \$7,396.14

Roads Account Balance Forward From Last Meeting: \$17,639.73

01/31/22	Interest	No statement yet.
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Roads Account Balance Prior to Meeting: \$17,639.73

02/03/22	12/31/22 Assessments – transfer from other account:	\$189.00
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Bills Paid

Check #	Payee	Purpose	Amount
None			

BANK BALANCE END OF MEETING (ROADS) \$17,828.73

Water System Reserve Account Balance Forward From Last Meeting:	\$12,077.20
01/31/22 Interest No statement yet.	
Water System Reserve Account Balance Prior to Meeting:	\$12,077.20
<i>(Reserve account must have a minimum of \$12,003.98 at all times.)</i>	

Accounts Receivable balances were reviewed.

- IV. Water System Update** – The water system information was reviewed. David Collins moved to approve the meter readings and billing for January, 2022. Nancy Bock seconded. Motion carried unanimously.
- V. Roads** – There was discussion on roads. Up to \$10,000 has been approved for rock and road work. Some work has been done. The contractor will be contacted regarding work this spring.
- VI. Unfinished Business**
- a. None.
- VII. New Business**
- a. When Water Guy takes over the billing, their standard procedures will be followed. Bills will be due by the 20th of the month. Late fees will be added to accounts on the 21st of the month. A shut off procedure will be followed and enforced. The consensus is to implement a late fee of \$25 a month. **ANYONE WITH A PAST DUE BALANCE NEEDS TO BRING THEIR ACCOUNT CURRENT OR WATER WILL BE SHUT OFF WITHIN 3 MONTHS.**
- b. **Thank you to whoever put the rock by the highway – filling in the hole. It is greatly appreciated!**
- VIII. Next Regular Meeting: Monday, March 7, 2022, 5:00 p.m.**
- 2022 Meetings:
- 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.
- IX. Adjourn** – David Collins adjourned the meeting at 5:22 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