

Pineview Improvement and Service District
Regular Meeting
MINUTES
Monday, January 11, 2021, 4:30 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, Scott Robinson

David Collins called the meeting to order at 4:33 p.m.

- I. Water Storage Tank / Water Meters / Water System Upgrades Project** – Retainage will be mailed tomorrow. Alternative Propane contacted the District early last week notifying us that they had not been paid for installing the propane line. They sent an invoice to JR Civil, which Alternative Propane verified was paid today so the retainage can be released. Letters to close out the state grant and loan were signed and will be sent to the state. The County grant will be closed out after final payments are made. A spreadsheet with all of the funding and project costs was reviewed and is on file. A summary is listed below:

SUMMARY OF COSTS	
DOWL	135,570.19
Stevens, Edwards, Hallock & Carpenter	3,059.25
Inberg-Miller	2,838.85
News-Record	315.00
Bellin (Easement)	2,700.00
JR Civil	781,778.47
TOTAL	926,261.76

FUNDING SUMMARY

WWDC Grant:	\$516,934.02
County Grants:	\$48,993.75
SLIB Loan:	\$359,408.41
District:	\$925.58
Total:	\$926,261.76

When the well went down the end of December, Duaine Faucett (Water Guy) found some things that were not installed right in the control building – a switch wasn't wired correctly and there was an improper box. The water level alarm didn't trigger nearly early enough for the low level alarm. David Collins will work with Mark Hines and Duaine Faucett to see what is covered under the warranty and try to get things taken care of if they aren't already.

David Collins is working on getting the address posted. The paperwork to order the lockbox for the Fire Department will be completed and a check prepared to mail at the next meeting. The box is for a key so the Fire Department can get into the District's control building if there is an emergency situation that requires that.

- II. Water System Review** – There was discussion on the problems with the water system the end of December. A letter was received from a homeowner addressing concerns with the three days the District was without water. Some people expressed a concern that they didn't know who to call other than a Board member. Water Guy is contracted to manage the water system and deal with any issues that arise. Board members are not certified water operators, but Water Guy has several certified operators on staff, and it is their job to take care of the water on a routine basis and in emergencies. They are available 24/7, 365 days a year.

WHENEVER THERE IS A PROBLEM WITH THE WATER SYSTEM,
RESIDENTS NEED TO CALL WATER GUY AT 307-299-3544 OR 307-299-9911.
PLEASE DO NOT CALL A BOARD MEMBER. CONTACT THE WATER GUY
DIRECTLY.

- III. Minutes Approval** – David Collins moved to approve the minutes for the December 14, 2020, regular meeting with the addition of a deposit of \$620 on 12/11/20 that hadn't been listed, but was included in the totals. Nancy Bock seconded. Motion carried unanimously.
- IV. Treasurers Report / Pay Bills / Sign Bank Statements** – David Collins moved to accept the Treasurer's Report and pay bills as presented and listed below and sign bank statements and pay JR Civil and DOWL as soon as the money comes in from the County and the State. Nancy Bock seconded. Motion carried unanimously.

Water Account Balance Forward From Last Meeting: \$44,172.64

12/14/20	Deposit – Assessments	\$11,791.50	
12/09/20	Check returned for insufficient funds		-\$80.00
Adjusted Balance Forward:			\$55,884.14
12/15-12/31/20	Deposits	\$160.00	
12/22/20	Deposit – WWDC Pay Req 24	\$515.61	
12/22/20	Deposit – WWDC Pay Req 25	\$6,525.36	
12/23/20	Check returned for insufficient funds		-\$80.00
12/31/20	Interest	\$4.05	
1/1-1/11/21	Deposits	\$1,670.00	
Balance Prior to Bill Payments:			\$64,679.16

Bills paid at this meeting:

Check #	Payee	Purpose	Amount
AUTO	Powder River Energy	Electricity 12/01-12/31/20	\$817.07
1325	Cathey Consulting	Inv. 5819 – Dec. Admin/Books/Post.	\$726.40
1326	Pineview ISD	11/30/20 Assessments to Roads Acct.	\$3,780.00
1327	Water Guy	Inv. 2020-726 – Dec. Water Op /Meters	\$573.50
1328	Wyo Office of State Lands	Accrued interest on loan	\$2,686.95
Total:			\$8,583.92

Ck# 1325 JR Civil – Retainage Retainage was held until Alternative Propane acknowledged they had been paid \$42,428.04

BANK BALANCE END OF MEETING (WATER): \$13,667.20

Bills Remaining Unpaid at End of Meeting (Water Project) to be paid upon receipt of grant funds from County (\$939.80) and loan funds from State (\$4,804.96):

<i>DOWL Inv. 5328.26702.02-26 Engineering water tank / meters project 9/27–12/5/20</i>	<i>\$11,557.50</i>
<i>JR Civil Pay Request 5 water tank / meters project 9/2-1/10/20</i>	<i>\$913.22</i>

Roads Account Balance Forward From Last Meeting: \$8,190.62

12/31/20	Interest	\$0.57
Roads Account Balance Prior to Meeting:		\$8,191.19

Bills Paid

Check #	Payee	Purpose	Amount
NONE			
01/11/21	Deposit – Transfer from Checking (11/30/20 assessm.)	\$3,780.00	
BANK BALANCE END OF MEETING (ROADS)			\$11,971.19

Water System Reserve Account Balance Forward From Last Meeting: \$37,555.30

12/31/20	Interest	\$4.00
BANK BALANCE END OF MEETING (WATER RESERVES)		\$37,559.30

- V. Roads** – Street signs will be installed as time allows.
- VI. Water System Update** – The water system information was reviewed.

VII. Unfinished Business

- a. Director election – May 4, 2021 (Bock, Collins – 4 year terms) – The first ad will run January 12, 2021. Applications to be on the ballot are due between February 3rd and February 23rd. The application is available online at www.catheyconsulting and also from the office of Cathey Consulting.

VIII. New Business

- a. None

IX. Next Regular Meeting: Monday, February 8, 2021, 5:00 p.m. (Regular Meeting)

2021 Meetings:

Mon., Feb. 8, 2021, 5:00 p.m.	Mon., Mar. 8, 2021, 5:00 p.m.	Mon., Apr. 5, 2021, 5:00 p.m.
Mon., May 3, 2021, 5:00 p.m.	Mon., June 28, 2021, 5:00 p.m.	Mon., July 26, 2021, 5:00 p.m.
Mon., Aug. 23, 2021, 5:00 p.m.	Mon., Sep. 20, 2021, 5:00 p.m.	Mon., Oct. 18, 2021, 5:00 p.m.
Mon., Nov. 15, 2021, 5:00 p.m.	Mon., Dec. 13, 2021, 5:00 p.m.	

X. Adjourn – David Collins adjourned the meeting at 5:18 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