

Pineview Improvement and Service District
Regular Meeting
MINUTES
Monday, May 1, 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

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

- I. Customer Concerns / Requests –**
 - a. 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 April 3, 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.

Water Account Balance Forward From Last Meeting: \$598.69

03/31/23	Interest	\$0.84	
4/1-4/3/23	Deposits – Water	\$0	

Adjusted balance forward: \$599.53

04/04/23	Deposit – Water Guy Reimbursement	\$110.00	
	<i>(refund for check deposited in wrong account in prior month)</i>		

04/05/23	Deposit – Xpress bill pay	\$1,060.00	
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04/10/23	Deposit – Assessments	\$1,617.00	
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4/4-4/26/23	Deposits – Water	\$1,010.00	
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(Unreconciled number / no bank statement yet to verify.)

04/28/23	Powder River Energy – Electricity 3/1-4/1/23	\$726.51	
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04/30/23	Interest	No statement yet.	
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05/05/23	Deposit – Xpress Bill pay	No report yet.	
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Balance Prior to Bill Payments: \$3,670.02*

**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 3/1 – 4/1/23	Bill not available yet.
1419	Cathey Consulting	Inv. 7045 – Apr., 2023 Admin/Books/Compl.	\$525.00
		Inv. 6974 – Director election mailing	\$148.02
1420	Gillette News-Record	Ad 00379142 – Director election ad	\$97.50
1421	Local Gov't Liab. Pool	Inv. 14307 – Insurance 7/1/23 – 6/30/24	\$500.00
1422	Pineview ISD	3/31/23 Assessments to Roads Acct.	\$472.50
1423	Water Guy, LLC	Inv. 2023-306 – April, 2023 Water Operator/meters/ billing	\$868.80

TOTAL \$2,611.82

BANK BALANCE END OF MEETING (WATER): \$1,058.20

No bills yet for Powder River Energy and Water Guy.

Loan payments due 10/15/23: \$8,122.93 + 3,881.05 = \$12,003.98

Roads Account Balance Forward From Last Meeting: \$4,238.61

03/31/23	Interest	\$1.26	
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04/30/23	Interest	No statement yet.	
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Roads Account Balance Prior to Meeting: \$4,238.61

Check #	Payee	Purpose	Amount
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No bills paid.

05/01/23	03/31/23 Roads Assessments Xfer		\$472.50
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BANK BALANCE END OF MEETING (ROADS)			\$4,712.37
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Water System Reserve Account Balance Forward From Last Meeting:			\$10,953.86
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03/31/23	Interest		\$9.31
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04/30/23	Interest		No statement yet.
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Water System Reserve Account Balance Prior to Meeting:			\$10,963.17
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(Reserve account must have a minimum of \$12,003.98 at all times. Will transfer money back into this account as soon as possible.)

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

Accounts Receivable Balance: \$12,716.99 (Assessments / \$8,935.50 Monthly Billing: \$3,781.49*)

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

**Accounts receivable balance does not include March billing or auto Xpress bill payments*

IV. Water System Update –

- The water system information was reviewed.
- No update on the lead and copper service line inventory.

- V. **Roads** – David Collins is still trying to get ahold of Earth Work Solutions regarding road work. When he gets a quote, David Collins moved to authorize blading the roads this spring. Nancy Bock seconded. Motion carried unanimously. The consensus is to try to stay around or under \$5,000 (current balance about \$4,712 with more than \$3,000 that will be received this fiscal year).

VI. Unfinished Business

- Director Election – May 2, 2023 – Hardman (4 year term) – Helenanne Cathey, David Collins, and Nancy Bock will count ballots on Thursday May 4th at 4:30 p.m. at the office of Cathey Consulting.
- The proposed budget for 7/1/23 – 6/30/24 was approved at the April 3rd meeting. The following legal ad will run in the News-Record on June 13, 2023.

LEGAL NOTICE OF PUBLIC BUDGET HEARING PINEVIEW IMPROVEMENT & SERVICE DISTRICT

Pineview Improvement and Service District will hold a public hearing to review the 7/1/23 – 6/30/24 budget followed by the regular District meeting to adopt the budget and conduct regular business at the office of Cathey Consulting at 400 South Gillette Avenue, Suite 106, Gillette, Wyoming, (City Hall Mall / K2 Technologies Building – entrance is on 4th Street across from Arrow Printing) on June 26, 2023, at 5:00 p.m.

Budget Summary:

Expenses: Administrative \$6,900 / Indirect \$500 / Operations \$76, 949 /
Loan \$12,003 / Reserves \$12,085
Revenue and Rollover: \$108,437

The monthly fee for those on water is \$110 per month plus \$3 per 1,000 over 12,000 gallons a month. The assessments will stay at \$189 per lot for roads and \$763 per lot for the water system. Past due monthly bills may be added to assessments.

The complete proposed budget is available online at www.catheyconsulting.net – Pineview meeting minutes for 04/03/23. To contact the District or to request special accommodations for the hearing, call Cathey Consulting at 307-685-8235.

VII. New Business

- None

VIII. Next Regular Meeting: Monday, June 26, 2023, 5:00 p.m. (Budget Hearing and Regular Meeting)

2023 Meetings:

Mon., June 26, 2023, 5:00 p.m. (Budget Hearing and Regular Meeting) /

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 5:11 p.m.

NOTES TO LANDOWNERS:

- **PLEASE DO NOT DRAG OR BLADE THE ROADS WITHOUT BOARD AUTHORIZATION. ANYONE INTERESTED IN HELPING TO 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