

Pineview Improvement and Service District
Regular Meeting
MINUTES
Monday, November 14, 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, Darlene Fetters, 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 October 17, 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. 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:	\$47.71
10/1-10/17/22 Deposits – Water	\$991.05
Adjusted Balance Forward:	\$1,038.76
10/18-10/31/22 Deposits – Water	\$550.00
10/31/22 Interest	\$0.83
11/07/22 Deposit – Xpress Bill pay	\$630.46
11/10/22 Deposit – Assessments	\$3,139.50
Balance Prior to Bill Payments:	\$5,359.55*

**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 10/1/22 – 11/1/22	\$627.06
1398	Cathey Consulting	Inv. 6796 – Oct., 2022 Admin/Books/Compliance	\$525.00
1399	Pineview ISD	10/31/22 Assessments – Transfer to Roads Account	\$850.50
1400	Pineview ISD	10/31/22 Assessments – Transfer to Water Reserves	\$2,289.00
1401	Water Guy	Inv 2022-1053 – Oct. Water Oper., Meters, Billing	\$868.80
TOTAL			\$5,160.36

BANK BALANCE END OF MEETING (WATER): **\$199.19**

Roads Account Balance Forward From Last Meeting: **\$21,148.07**

10/31/22 Interest \$4.49

Roads Account Balance Prior to Meeting: **\$21,152.56**

Check #	Payee	Purpose	Amount
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No bills this month.

11/14/22 Deposit – 10/31/22 Assessments \$850.50

BANK BALANCE END OF MEETING (ROADS) **\$22,003.06**

Water System Reserve Account Balance Forward From Last Meeting: **\$592.09**

10/31/22 Interest \$0.86

11/14/22 Deposit – 10/31/22 Assessments \$2,289.00

Water System Reserve Account Balance Prior to Meeting: **\$2,881.95**

(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: \$26,752.50 (Assessments / \$21,962.50 Monthly Billing: \$4,790.00)

(2 properties in foreclosure now–David Collins to check with Water Guy to ensure both are shut off and locked.)

IV. **Water System Update** – The water system information was available for review.

V. **Roads** – Earth Work Solutions is scheduled to start putting rock down on the roads tomorrow, depending on the weather.

VI. **Unfinished Business**

- a. Director Election – May 2, 2023 – Hardman (4 year term) – The first legal ad for the May election will run January 10th in the News-Record. 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. An e-mail was received from Cheyenne at Water Guy
“Hey just wanted to send out an fyi regarding non payment water turn off/ons. We have a lot of homeowners that choose to pay towards the end of the day after their water has been shut off and it requires our water operators to go out after hours to turn them on. We have not been charging our after hours rate for this, however, it pulls them away from their personal time so going forward, for anyone who has been shut off for non payment and they pay after 4:00pm, we will offer an option to pay an extra \$50 for us to come out that night/weekend if it's a weekend, to turn the water back on or they can wait until the next business day. We will be charging after hours labor on our invoices so we want to ensure the subdivision is paid back for that charge.”

David Collins moved to authorize Water Guy to bill customers from the District for additional fees if they are called out after hours as explained above. Nancy Bock seconded. Motion carried unanimously.

VIII. **Next Regular Meeting: Monday, December 12, 2022, 5:00 p.m.**

2022 Meetings:

Mon., Dec. 12, 2022, 5:00 p.m.

2023 Meetings:

Mon., Jan. 9, 2023, 5:00 p.m. / Mon., Feb. 6, 2023, 5:00 p.m. / 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 5:12 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