South Douglas Highway Water & Sewer District
Regular Meeting Minutes
Wednesday, October 23, 2019, 12:00 p.m.
Conference Room / K2 Technologies – 400 South Gillette Avenue, Gillette, Wyoming

Board Members Present: Dan King, David Riley, Dennis Stillman
Board Members Approved Absent: Bill Edenfield, Arlyn Magnuson
Others Present: Helenanne Cathey

Dan King called the meeting to order at 12:00 p.m.

Meeting Minutes
It was moved by David Riley and seconded by Dennis Stillman to approve the minutes for the regular meeting on September 25, 2019, as presented. Motion carried unanimously.

Financial Information / Treasurer's Report / Bill Payments / Quarterly Reports
The financial information was reviewed, including the Treasurer's Report and List of Bills and Claims. It was moved by Dennis Stillman and seconded by David Riley to accept the Treasurer's Report and pay the bills and claims as presented. There was discussion on the WyoStar accounts. Motion carried unanimously. The following checks were approved:

Ck#	Vendor	Description	Amount
2925	Bennett, Weber & Hermstad	Inv. 61834 - CPA Review for 6/30/19 progress billing	$2,555.00
2926	Cathey Consulting	Inv. 5151 - Sept. Admin./Books/Compl./Postage $403.54	$1,265.64
		Inv. 5160 - Director election mailing $862.10	
2927	DESK Holdings, LLC	Rent	$375.00
2928	K2 Technologies	Inv. 96 - Lunch for Board meeting 9/25/19	$67.98
2929	Wyo-Star II	9/30/19 Assessments to WyoStar II Accounts	$4,428.00
		TOTAL	$8,691.62

Unfinished Business

a. November 5, 2019 Director Election – King, Magnuson, Riley (4 yrs), Stillman (2 yrs). Ballots were mailed October 11th. Helenanne Cathey will recruit two people from K2 Technologies to help canvass ballots within 7 days of the election date.
b. The CPA review has been completed. Copies of the reports were distributed at the meeting. It was moved by David Riley and seconded by Dennis Stillman to accept the CPA review as presented for fiscal year ending 6/30/19. Motion carried unanimously. The accountant will mail the report to the state as required.

New Business

a. The Local Government Annual Report Summary for fiscal year ending 6/30/19 was signed and will be submitted to the state as required.

Adjourn
Dan King adjourned the meeting at 12:08 p.m.
Next Meeting: Wednesday, November 27, 2019, 12:00 p.m. – Regular Meeting at the conference room at K2 Technologies.

Respectfully submitted,
Helenanne Cathey, Assistant to the Board

Dan King, President Date

David Riley, Secretary 11/27/19 Date

Arlyn Magnuson, Treasurer 11-27-19 Date

Bill Edenfield, Director Date

Dennis Stillman, Director 11/27/2019 Date