

**South Douglas Highway Water & Sewer District
Regular Meeting Minutes**

Wednesday, April 24, 2024, 12:00 p.m.

**Conference Room / K2 Technologies / Office of Cathey Consulting, Suite 106 – 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.

Minutes

It was moved by David Riley and seconded by Dennis Stillman to approve the minutes for the regular meeting on March 27, 2024, as presented. Motion carried unanimously.

Financial Information / Treasurer’s Report / Bill Payments

The financial information was reviewed, including the Treasurer’s Report and the List of Bills and Claims. It was moved by Dennis Stillman and seconded by David Riley to acknowledge receipt of the Treasurer’s Report and approve and pay the bills and claims as presented and listed below. Motion carried unanimously. The following checks were approved:

Ck#	Vendor	Description	Amount
3131	9S Consulting	Inv. 2024-187 - Self-Audit for 6/30/24	\$500.00
3132	Cathey Consulting	Inv. 7537 - March Admin./Bookkeeping/Compliance \$400.00	\$437.60
		Inv. 7505 - 3/2724 Meeting Meal \$37.60	
3133	DESK Holdings, LLC	Rent	\$375.00
3134	Visionary Communications	Final payment through 6/30/24 when account will close	\$1.35
3135	Stevens, Edwards & Hallock, PC	3/30/23 - 5/26/23 Dissolution documents, conference, statutes review, elec.	\$6,000.00
TOTAL CHECKS			\$7,313.95

Unfinished Business

- a. Dissolution – June 20, 2024 is the election date for dissolution. The ballot for dissolution will be mailed between May 26th and June 5th. It was moved by David Riley and seconded by Dennis Stillman to reschedule the final regular meeting of the District from Wednesday, June 26, 2024, to Friday, June 21, 2024, at 12:00 p.m. The canvassing board will count ballots at the District’s last meeting and all final actions will be done at the final meeting.

New Business

- a. Budget for 7/1/24 – 6/30/25 – The budget for the next fiscal year will be 0 because the District will be dissolved by June 30th. It was moved by Dennis Stillman and seconded by David Riley to approve a proposed budget of 0 for 7/1/24 – 6/30/25. Motion carried unanimously.
- b. Payments in April or May for work through the end of the fiscal year and beyond (annual reporting, taking files to the County, etc.).
 - a. We’ll Clean it Up will move files to the office of Cathey Consulting on 4/25/24 and will dispose of furniture and an old printer/copier that doesn’t work. There are some boxes of District files that are falling apart and some information is a bit jumbled so Helenanne Cathey reported that she and her staff will look through the District’s files and get them ready to go to the County over the coming weeks.
 - b. 9 S Consulting – Crystal Ninas will complete the final reports for \$500 (paid at this meeting).

