

**South Douglas Highway Water & Sewer District
Regular Meeting Minutes
Wednesday, August 22, 2018, 12:00 p.m.
Conference Room / K2 Technologies – 400 South Gillette Avenue, Gillette, Wyoming**

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

Dan King called the Regular Meeting to order at 12:04 p.m.

Meeting Minutes

The minutes were reviewed. It was moved by David Riley and seconded by Bill Edenfield to approve the minutes for the regular meeting on July 25, 2018, 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 David Riley and seconded by Bill Edenfield to accept the Treasurer’s Report and pay the bills and claims as presented. Motion carried unanimously. The following bills were paid:

8/22/2018	2846	Cathey Consulting, LLC	Inv. 4536 - July Admin./Bookkeeping/Compliance/Postage	\$409.57
8/22/2018	2847	DESK Holdings, LLC	Rent	\$375.00
8/22/2018	2848	EnTech Inc.	Inv. 03015-148 Technical Coordinator 7/1/18- 7/29/18	\$162.50
8/22/2018	2849	K2 Technologies	Inv. cw272 (Lunch 7/25/18)	\$88.04
8/22/2018	2850	One Call of Wyoming	Inv. 49346 - Locate tickets for July	\$10.50
8/22/2018	2851	Stevens, Edwards, Hallock	Legal fees 6/20/18-6/25/18	\$100.00
8/22/2018	2852	Water Guy, LLC	Inv. 2018-647-Locate Svc. July	\$27.50
8/22/2018	2853	Wyo-Star	7/31/18 Assessments to Wyo-Star Accounts	\$17,137.28
		TOTAL BILLS		\$18,310.39

Unfinished Business

- a. Locates for Stroup – The agreement to turn the locating services for Stroup over to the City of Gillette was signed by the District and was also signed by the City of Gillette this week. The District is officially out of the locating business. A letter will be sent to Water Guy with a copy to One Call of Wyoming to notify them that the District will no longer provide locates for the sewer lines. The City of Gillette will manage the locating requirements.
- b. Stroup Mobile Home Park Sewer Line conveyed to Stroup Mobile Home Park / landowner – Dave Engels has talked to Ned Stroup and is waiting for a response from Mr. Stroup.
- c. Bennett, Weber & Hermstad Annual Review – Helenanne Cathey will provide information to Bennett, Weber & Hermstad so they can complete the annual review for the last fiscal year.

New Business

- a. None

Adjourn

Dan King adjourned the meeting at 12:09 p.m.

Next Meeting: Wednesday, September 26, 2018, 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

Bill Edenfield, Director Date

David Riley, Secretary Date

Dennis Stillman, Director Date

Arlyn Magnuson, Treasurer Date