South Douglas Highway Water & Sewer District
Regular Meeting Minutes
Wednesday, February 22, 2017, 12:00 p.m.
Conference Room / K2 Technologies – 400 South Gillette Avenue, Gillette, Wyoming

Board Members Present:	Dan King, Dan McKillop, David Riley (by telephone)
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 Dan McKillop and seconded by David Riley to approve the minutes for the regular meeting on January 25, 2017, as written. Motion carried unanimously.

Financial Information / Treasurer's Report / Bill Payments
The financial information was reviewed, including the Treasurer's Report, List of Bills and Claims, and the Quarterly Reports for 12/31/16. It was moved by Dan McKillop and seconded by David Riley to accept the Treasurer's Report and pay the bills and claims as presented. Motion carried unanimously.

Unfinished Business
a. Discussions with the City of Gillette regarding the City taking over maintenance and locating of sewer lines – Dan King reported that he and Dave Engels are working on the issue.
b. Locates –
    1. Proposals for Locating Service (Water Guy) or City of Gillette – This item is on hold for now.
    2. Insurance refund from Antelope Valley ISD (SDHWSD paid through 10/2017 – should receive some funds back from Antelope Valley ISD at some point.) Dan McKillop reported that the insurance was cancelled and a refund should be coming.
c. Street Repairs – Dave Engels reported that based upon further investigation, the following <u>three</u> intersections are now being targeted for street repair:
    1. Immediately south of Dove/Wolff intersection;
    2. Immediately west of Robin/Dove intersection (including both NW and SW corners); and
    3. Immediately east of Antler/Grouse intersection.

    Dave Engels is putting together a specifications sheet to send out to contractors to request bids for the projects. The Robin Drive intersection is asphalt and the other two are concrete. Asphalt isn't available until May, so that bid sheet will need to wait. The other two will be sent out upon completion of a traffic control plan. The projects are estimated under $30,000, so a formal bid process will not be required. Dave Engels will complete the specifications sheets and will go out for bids when ready.

New Business – None
Adjourn
It was moved by David Riley and seconded by Dan McKillop to adjourn the meeting. The meeting adjourned at 12:04 p.m.
Next Meeting: Wednesday, March 22, 2017, 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	Dan McKillop, Director	Date
_____			
Arlyn Magnuson, Treasurer	Date		