

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

**Wednesday, February 28, 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, Bill Edenfield, Dennis Stillman  
**Board Members Approved Absent:** Arlyn Magnuson  
**Others Present:** Helenanne Cathey, Jim Edwards

Dan King called the meeting to order at 12:01 p.m.

**Minutes**

It was moved by David Riley and seconded by Dennis Stillman to approve the minutes for the regular meeting on January 24, 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. SLIB (State Lands and Investment Board) has verbally confirmed that the loan has been paid in full. The County Commissioners office was contacted (the loan was under Campbell County and not the District), and the payoff confirmation was requested when they receive it. It was moved by Bill Edenfield and seconded by David Riley to acknowledge receipt of the Treasurer’s Report and approve and pay the bills and claims as presented. Motion carried unanimously. The following checks were approved:

<b>Ck#</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
3125	Cathey Consulting	Inv. 7442 - January Admin./Bookkeeping/Compliance \$400	\$511.21
		Inv. 7447 - 1/24/24 Meeting Meal \$111.21	
3126	DESK Holdings, LLC	Rent	\$375.00
3127	Engineering Associates	Inv. 4401024 - Technical Coordinator 12/16/23 - 1/19/24	\$2,824.60
		<b>TOTAL CHECKS</b>	<b>\$3,710.81</b>

**Unfinished Business**

- a. City of Gillette / Sewer line to Stroup – On February 20, 2024, the City of Gillette approved the agreement to take over the lines around the Stroup Mobile Home Park. Dennis Stillman reported that he attended the City Council meeting February 20<sup>th</sup>, and the Council voted unanimously to approve the agreement. The District now has no assets remaining other than the First Interstate Bank account.
- b. Dissolution – June 20, 2024 is the election date for dissolution. Jim Edwards reviewed the dissolution process and the paperwork.
  - i. **Plan of Dissolution** of South Douglas Highway Water & Sewer District – The plan of dissolution was reviewed. This form will be filed with the Campbell County Commissioners on March 1, 2024.
  - i. **Resolution No. 24-01** – It was moved by David Riley and seconded by Bill Edenfield to adopt the Resolution Authorizing Dissolution Proceedings for the South Douglas Highway Water & Sewer District. Motion carried unanimously.
  - ii. **Notice of Dissolution Election / Dissolution Plan Summary** – This form will be mailed to all qualified electors by Helenanne Cathey no later than March 10, 2024. Labels will be provided by the Campbell County Elections office.
  - iii. **Ballot** – The ballot was reviewed and will be mailed between May 26<sup>th</sup> and June 5<sup>th</sup>. The list of qualified voters will be requested from the County Clerk between May 6 and May 21.
  - iv. A Canvassing Board (Helenanne Cathey and two Board members) will count ballots prior to the last meeting.

- v. The final district meeting will be Wednesday, June 26, 2024. All business will be completed at this meeting and two board members will go to the bank to get a cashier's check made out to the County to close out the bank account, and the check will be delivered to the County.

**New Business**


- a. None

**Adjourn**

It was moved by Bill Edenfield and seconded by Dennis Stillman to adjourn the meeting. The meeting was adjourned at 12:21 p.m.

**Next Meeting: Wednesday, March 27, 2024, 12:00 p.m. – Regular Meeting / Conference Room at K2 Technologies.**

Respectfully submitted,  
Helenanne Cathey, Assistant to the Board

_____ Dan King, President	_____ Date
 David Riley, Secretary	<u>3/27/24</u> Date

_____ Bill Edenfield, Director	_____ Date
 Dennis Stillman, Director	<u>3/27/2024</u> Date

_____ Arlyn Magnuson, Treasurer	_____ Date
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**RESOLUTION NO. 24-01**

**RESOLUTION AUTHORIZING DISSOLUTION PROCEEDINGS FOR THE  
SOUTH DOUGLAS HIGHWAY WATER AND SEWER DISTRICT**

UPON MOTION DULY MADE AND SECONDED at the meeting of the Board of Directors held on February 28, 2024, it was

UNANIMOUSLY RESOLVED to dissolve the South Douglas Highway Water and Sewer District, Campbell County, Wyoming (hereinafter "District"). The reasons for the resolution to dissolve are that all indebtedness of the District has been paid and all tangible assets of the District comprised of the District sewer system and interests in the real property where the sewer system is located have been transferred to the City of Gillette and/or Stroup Mobile Home Park, Wyoming for future operations. There is no further reason for maintaining the existence of the District as its purposes have been fulfilled and all tangible assets have been distributed. Consequently, it is in the best interests of the District and the residents of the District that the District be dissolved.

In order to dissolve the District it is necessary that an election to dissolve take place in accordance with the Wyoming Statutes.

UPON MOTION DULY MADE AND SECONDED at the meeting of the Board of Directors held on February 28, 2024, it was

UNANIMOUSLY RESOLVED

That the election to approve or disapprove the Dissolution of the District will take place on June 20, 2024.

IT WAS FURTHER UNANIMOUSLY RESOLVED that:

1. The District Secretary is the designated election official. The election official may be contacted at 307-660-1467 to answer any questions regarding the election.
2. The election format to be used is that of a mail ballot election. Specific instructions will be provided with each ballot for voting and return of the ballot. The ballots will be mailed to qualified electors in a separate mailing for **return** no later than **4 o'clock P.M.** on **June 20, 2024**, the day of the election.
3. Qualified electors will also be able to vote on the day of the election at the election's office located at 400 South Gillette Avenue, Suite 106, Gillette, Wyoming (office of Cathey Consulting) in the event you decide to not vote by mail. The polling place shall be open from **9 o'clock A.M. until 3 o'clock P.M. on June 20, 2024**, the day of the election.

The following is the Dissolution Plan Summary approved by the Board:

### DISSOLUTION PLAN SUMMARY

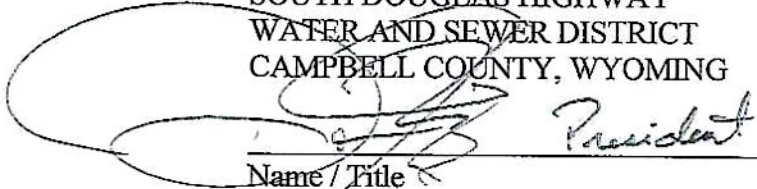
Currently, the District will have approximately \$56,500.00 in assets (cash in the bank) after payment of the expenses associated with the election and the payment of all remaining expenses. The SLIB loan has been paid in full and all assets of the District have been previously conveyed to the City of Gillette and the Stroup Mobile Home Park for future operations.


Because there is no operational reason to continue the District's existence, the Board plans to transfer any remaining cash assets after payment of any remaining expenses to the Campbell County Treasurer in accordance with W.S.22-29-407. Once all assets are distributed to the County Treasurer, the District will be dissolved in accordance with Wyoming Statutes.

A complete plan of Dissolution and Liquidation is available for review at 400 South Gillette Avenue, Suite 106, Gillette.

ADOPTED AND APPROVED THIS 28<sup>th</sup> DAY OF February, 2024.

SOUTH DOUGLAS HIGHWAY  
WATER AND SEWER DISTRICT  
CAMPBELL COUNTY, WYOMING

  
Name / Title

  
Name / Title