

**South Douglas Highway Water & Sewer District**  
**Regular Meeting Minutes**  
**Wednesday, January 25, 2017, 12:00 p.m.**  
**Conference Room / K2 Technologies – 400 South Gillette Avenue, Gillette, Wyoming**

**Board Members Present:** Dan King, Arlyn Magnuson, Dan McKillop (by telephone)  
**Board Members Approved Absent:** Bill Edenfield, David Riley  
**Others Present:** Helenanne Cathey, Duaine Faucett (Water Guy)

Dan King called the meeting to order at 12:15 p.m.

**Meeting Minutes**

It was moved by Arlyn Magnuson and seconded by Dan McKillop to approve the regular meeting minutes for November 23, 2016, as written. Motion carried unanimously. There was no meeting in December.

**New Business**

- a. Duaine Faucett with Water Guy was at the meeting. Dan King explained that Antelope Valley Improvement and Service District has outsourced their water operator services to Water Guy so Antelope Valley ISD can no longer provide the locate service for the District. Water Guy can provide that service. Duaine Faucett reviewed the map with the Board to determine what area the District is responsible for. The Board would like to clarify which subdivisions that the District is responsible for and define specifically what the District wants from Water Guy. It was explained that the District locates both the mains and the individual service lines to the homes from the mains. The Board will have Dave Engels write up exactly what is needed and include the subdivisions for which District is responsible for locates. This information will be provided to Water Guy so that Water Guy can create a proposal to be reviewed at the next meeting.

**Financial Information / Treasurer's Report / Bill Payments**

The financial information was reviewed. There was discussion on the locate insurance that was paid to Antelope Valley Improvement and Service District in December. Since the insurance was paid through October, 2017, there should be some money coming back from Antelope Valley since the insurance is no longer required since they are no longer providing the locate service. The consensus of the Board was to have Dan King and Dave Engels visit with the City of Gillette regarding the City taking over the maintenance and locating of the sewer lines, especially since annexation is anticipated within the next year. It was moved by Arlyn Magnuson and seconded by Dan McKillop to accept the Treasurer's Report and pay the bills and claims as presented. Motion carried unanimously.

**Unfinished Business**

- a. Road Issues from the October, 2016, meeting. There was discussion on the projects previously discussed. It was moved by Dan McKillop and seconded by Arlyn Magnuson to have Dave Engels prepare the bid packet and get the project ready to go out for bid, including the items listed below as well as any others that may come up.
  1. Immediately south of the intersection with Dove Road
    - a. West edge of Wolff Road: 4½" subsidence
    - b. Center of Wolff Road: 3½" subsidence
    - c. East edge of Wolff Road: 4" subsidence.
  2. Dip in the road on the northwest corner of Robin & Dove.

**New Business**

- b. Annual Official Designations:
  - i. News Record as official newspaper – It was moved by Arlyn Magnuson and seconded by Dan McKillop to designate the Gillette News-Record as the official newspaper for the year. Motion carried unanimously.
  - ii. First Interstate Bank and Wyo-Star as official depositories – It was moved by Dan McKillop to approve First Interstate Bank and Wyo-Star as the official depositories for

