

South Douglas Highway Water & Sewer District
Regular Meeting Minutes
Wednesday, July 25, 2018, 12:00 p.m.
Conference Room / K2 Technologies – 400 South Gillette Avenue, Gillette, Wyoming
Revised 7/26/18

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

Dan King called the Regular Meeting to order at 12:05 p.m.

Meeting Minutes

The minutes were reviewed. It was moved by David Riley and seconded by Dennis Stillman to approve the minutes for the budget hearing and regular meeting on June 27, 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 Arlyn Magnuson 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:

2837	Cathey Consulting, LLC	Inv. 4496 - June Admin./Bookkeeping/Compliance/Postage	\$414.03
2838	DESK Holdings, LLC	Rent	\$375.00
2839	EnTech Inc.	Inv. 03015-147 Technical Coordinator 6/4/18 - 6/30/18	\$260.00
2840	K2 Technologies	Inv. cw271 (Lunch 6/27/18)	\$61.62
2841	One Call of Wyoming	Inv. 49079 - Locate tickets for June	\$6.00
2842	Stevens, Edwards, Hallock	Legal fees 5/21/18-6/20/18	\$785.00
2843	Visionary Communications	E-mail 7/1/18 - 6/30/19	\$98.40
2844	Water Guy, LLC	Inv. 2018-546-Locate Svc. June (\$27.50) & 2018-565 June Locates (\$65.00)	\$92.50
2845	Wyo-Star	6/30/18 Assessments to Wyo-Star Accounts	\$6,584.05
	TOTAL BILLS		\$8,676.60

Unfinished Business

- a. Locates for Stroup – The City is reviewing the agreement to provide locating services for the wastewater line serving Stroup Mobile Home Park. Approval is expected this week.
- b. Stroup Mobile Home Park Sewer Line conveyed to Stroup Mobile Home Park / landowner – Dave Engels has made numerous phone calls after sending a written letter but has not heard back yet from Mr. Stroup.

New Business

- a. Bennett, Weber & Hermstad Annual Review – It was moved by Bill Edenfield and seconded by David Riley to authorize entering into an agreement with Bennett Weber and Hermstad to complete the annual CPA review for 7/1/17 – 6/3-/18.

Adjourn

Dan King adjourned the meeting at 12:10 p.m.

Next Meeting: Wednesday, August 22, 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