

South Douglas Highway Water & Sewer District
Regular Meeting Minutes
Wednesday, July 27, 2016, 12:00 p.m.
Conference Room / K2 Technologies – 400 South Gillette Avenue, Gillette, Wyoming

Board Members Present: Arlyn Magnuson, Dan McKillop, David Riley
Board Members Approved Absent: Dan King, Bill Edenfield
Others Present: Helenanne Cathey, Dave Engels

David Riley 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 budget hearing and regular meeting minutes for June 22, 2016, as written. Motion carried unanimously.

Financial Information / Treasurer's Report / Bill Payments

The financial information was reviewed. It was moved by Dan McKillop and seconded by Arlyn Magnuson to accept the Treasurer's Report and pay the bills and claims as presented. Motion carried unanimously.

Unfinished Business

- a. Sewer Manholes issue – DRM has completed this project other than three sewer guards that will be installed probably the first part of August.
- b. Southern Industrial Annexation / Issue with City assuming responsibility for all O & M of the system serving this area – Dave Engels reported that he met with City of Gillette staff regarding the agreement to convey the sewer system that is now in the recently annexed Southern Drive Industrial Park. The conveyance says the District will convey everything owned in that area to the City of Gillette. A map was reviewed. There are a couple of properties that are in the District that were not annexed into the City. The VOA and Stroup Mobile Home Park were not annexed but the City will continue to provide service to the areas even though not annexed into the City. There are a few areas that are not in the Southern Drive Industrial Park and are not currently on the sewer that were not annexed, and so the agreement stipulates that if those areas connect to the sewer system, the District will continue to receive the lateral fee and plant investment fee for 8 years. The agreement has a clause that if the City fails to collect the fees, they are not liable for the fees. The City has committed to making their best effort to collect those fees, but if for some reason they don't collect the fees, they will not be liable for those fees to the District. Dave Engels and Jim Edwards will continue to work on the agreement with the City. When the agreement is finalized, it will be sent to the Board to review and approve at a future meeting.
- c. Southern Drive Industrial Park Block 3, Lot 6 subdivided into Lot 6A and Lot 6B in 2010 –
 - i. Lot 6B has been taken care of.
 - ii. Lot 6A – A certified letter was mailed December 15, 2015. Fees due include \$9,360 for the street lateral charge and \$4,000 plant investment fee (\$2,000 for the City and \$2,000 for the District) for a total of \$13,360. The landowner also needs to install a sewer line to tap onto the main with a separate connection. \$9,360 has been paid. \$4,000 still due. Dave Engels sent a note to the landowner reminding them of the \$4,000 due the District.

New Business

- a. It was moved by Dan McKillop and seconded by Arlyn Magnuson to authorize a financial review for the last fiscal year's records (similar to last year) by Bennett, Weber and Hermstad. Motion carried unanimously. David Riley signed the paperwork.

Adjourn

David Riley adjourned the meeting at 12:38 p.m.

Next Meeting: Wednesday, August 24, 2016, 12:00 p.m. – Regular meeting at the conference room at K2 Technologies.

