

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

Wednesday, March 27, 2024, 12:00 p.m.

**Conference Room / K2 Technologies / Office of Cathey Consulting, Suite 106 – 400 South Gillette Avenue,
Gillette, Wyoming**

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

David Riley called the meeting to order at 12:01 p.m.

Minutes

It was moved by Dennis Stillman and seconded by Bill Edenfield to approve the minutes for the regular meeting on February 28, 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. It was moved by Dennis Stillman and seconded by Bill Edenfield to acknowledge receipt of the Treasurer's Report and approve and pay the bills and claims as presented with the exception of not paying the post office box - mail will be forwarded to Cathey Consulting instead. Motion carried unanimously. The following checks were approved:

Ck#	Vendor	Description	Amount
3128	Cathey Consulting	Inv. 7492 – Feb. Admin./Bookkeeping/Compliance \$400.00	\$3,920.13
		Inv. 7497 - 2/2824 Meeting Meal \$59.38	
		Inv. 7500 - Dissolution notice / mailing to all qualified electors \$3,460.75	
3129	DESK Holdings, LLC	Rent	\$375.00
3130	VOID		
TOTAL CHECKS			\$4,295.13

The bill for the US Postal Service for 6 months box rental for \$108 was rejected.

Unfinished Business

- a. Dissolution – June 20, 2024 is the election date for dissolution. The Board adopted the resolution to authorize dissolution proceedings on 2/28/24. The Plan of Dissolution was filed with the Commissioners on March 1, 2024. The Notice of Dissolution Election / Dissolution Plan Summary was mailed to the list of qualified electors provided by the County on March 8th. The ballot for dissolution will be mailed between May 26th and June 5th. The canvassing board will count ballots at the District's last meeting June 26, 2024.

New Business

- a. There was discussion on payments to be made in April (or May at the latest) for work to be completed through the end of the fiscal year and beyond (annual reporting, taking the files to the County, etc.). We'll Clean It Up can move the files, equipment and furniture. 9S Consulting will complete the self-audit and review financial documents. Cathey Consulting will provide the final months of service and ensure the final reports are completed and files delivered to the County as required.

Adjourn


David Riley adjourned the meeting at 12:11 p.m.

Next Meeting: Wednesday, April 24, 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 Date 4/24/24

Arlyn Magnuson, Treasurer Date

Bill Edenfield, Director Date



Dennis Stillman, Director Date 4/24/24