

South Douglas Highway Water & Sewer District
Regular Meeting Minutes
Wednesday, March 28, 2018, 12:00 p.m.
Conference Room / K2 Technologies – 400 South Gillette Avenue, Gillette, Wyoming

Board Members Present: Dan King, David Riley, Dennis Stillman
Board Members Approved Absent: Bill Edenfield, Arlyn Magnuson
Others Present: Helenanne Cathey, Dave Engels, Mike Cole (City of Gillette)

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

The agreement to convey the sewer system was added as item E. under New Business.

Meeting Minutes

The minutes were reviewed. It was moved by David Riley and seconded by Dennis Stillman to approve the minutes for the regular meeting on February 26, 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 Dennis Stillman and seconded by David Riley to accept the Treasurer's Report and pay the bills and claims as presented. Motion carried unanimously.

Unfinished Business

- a. The contract was awarded to GW Construction for the repair to the main sewer line located in front of 7791 Rimrock in Antelope Valley Subdivision. It should be done by May 1, 2018.
- b. Additional Loan Principal Payments (1/24/17) – Tabled until the City has taken over the sewer system and all final repairs are done to the sewer system.

New Business

- a. The Local Government Liability Pool renewal application was completed and signed to renew the insurance for the next fiscal year.
- b. The budget was discussed and will be updated over the coming months for the next fiscal year.
- c. It was moved by David Riley and seconded by Dennis Stillman to approve the resolution and submit the special assessments totaling \$383,417.44 to the County Assessor. Motion carried unanimously. There will be no mil levy this year.
- d. An updated contact list for Board members was reviewed.
- e. Agreement to Convey Sewer System – Dave Engels explained that Jim Edwards has reviewed and approved a document similar to the agreement previously approved for the Southern Industrial Park area. There was discussion on the changes made by the attorney. Mike Cole explained that the City cannot indemnify and hold the District harmless from any matters which may arise after the transfer of the system to the City because of state statute requirements. The only thing that isn't being transferred is the Stroup Mobile Home Park which has not been annexed into the City. As soon as this area is annexed, it can be transferred to the City. If that hasn't happened when the debt is paid off, then there will be additional discussions on that area. This item will be on the City Council agenda for formal approval on April 17, 2018, 7:00 p.m., making everything effective May 1, 2018. The City Council will review the document at their work session on April 10th, at 6:00 p.m. Dan King will attend the work session.

It was moved by David Riley and seconded by Dennis Stillman to accept the Agreement to Convey the Sewer System from the South Douglas Highway Water & Sewer District to the City of Gillette as revised. Motion carried unanimously.

The City currently bills Antelope Valley residents at a flat rate based on 9,000 gallons per month. When the City's new rates go into effect May 1st, they will have the ability to make the fee based on actual winter usage. Mike Cole recommended that the District send a letter to the City requesting the rates be set based on the residents' actual usage instead of the 9,000 gallon flat fee. May 1st is always the change date when the new sewer rate is adopted. The District should make the request before November.

