

South Douglas Highway Water & Sewer District
Regular Meeting Minutes
Wednesday, May 25, 2016, 12:00 p.m.
Conference Room / K2 Technologies – 400 South Gillette Avenue, Gillette, Wyoming

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

Dan King called the meeting to order at 12:10 p.m.

Meeting Minutes

It was moved by David Riley and seconded by Arlyn Magnuson to approve the regular meeting minutes for April 27, 2016, as written. Motion carried unanimously.

Financial Information / Treasurer's Report / Bill Payments

The financial information was reviewed. It was moved by Arlyn Magnuson and seconded by David Riley to accept the Treasurer's Report and pay the bills and claims as presented. Motion carried unanimously. There was discussion on the locates and the reasons for using Antelope Valley for doing locates instead of another company.

Unfinished Business

- a. Sewer Manholes issue – Dave Engels requested bids for the project after the last meeting. Two contractors bid on the project: Black Cat Construction (\$24,560) and DRM (\$15,475). It was moved by Arlyn Magnuson and seconded by David Riley to accept the bid from DRM for \$15,475. It was noted that Dan McKillop was not at the meeting and did not vote on the project. Motion carried unanimously.
- b. Southern Industrial Annexation / Issue with City assuming responsibility for all O & M of the system serving this area. Jim Edwards, Dave Engels and Helenanne Cathey are working on this item. No update at this time.
- 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.

Update: Dave Engels reported that he talked to Brandon Scott on May 3, 2016, regarding the issue. Brandon Scott is planning on moving forward with the sewer service line installation at some point. Dave Engels will contact Brandon Scott and let him know that DRM will be working on the repairs listed above. Mr. Scott may want to coordinate the work while DRM is doing the repairs.

As to the questions regarding the manhole possibly being buried on the lot. There is no issue with the manhole. It has not been buried or removed.

- d. Budget – The budget for 7/1/16 – 6/30/17 was approved last month. The following legal ad will run June 1, June 8, and June 15 in the Gillette News-Record.

NOTICE OF PUBLIC HEARING
Proposed FY16-17 Budget for
South Douglas Highway Water and Sewer District

Notice is hereby given that a scheduled public hearing on the proposed FY16-17 budget of the South Douglas Highway Water and Sewer District will be held at 12:00 pm on Wednesday, June 22, 2016, in the meeting room at K2 Technologies, 400 South Gillette Avenue, Gillette. A summary of the proposed budget is as follows:

Estimated Carryover:

\$1,453,216.00

Estimated Revenues	
Taxes and Assessments (1 Mil Levy)	\$418,417
Interest	\$1,600
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TOTAL ESTIMATED REVENUES	\$420,017

Estimated Expenditures	
Operating Expenses	\$30,000
Miscellaneous Expenses (From Carryover)	\$100,000
Capital Outlays	
Debt Service on Phase 1	\$313,013
Debt Service on Phase 2	\$62,182
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TOTAL ESTIMATED OPERATING EXPENSES, CAPITAL OUTLAYS AND DEBT SERVICE	\$505,195

Detailed copies of the proposed budget may be obtained at the office of Cathey Consulting, 400 South Gillette Avenue, Suite 206, Gillette, or by calling 685-8235 or by going to www.catheyconsulting.net – Click on South Douglas Highway Water & Sewer District – 04/27/16 Minutes.

The budget will be adopted at the District’s regular monthly meeting on this same date immediately following the budget hearing. The District meets monthly on the 4th Wednesday of each month at 12:00 p.m. in this same location.

South Douglas Highway W&S District
BY: Dan King, President

New Business

- a. None

Adjourn

Dan King adjourned the meeting at 12:18 p.m.

Next Meeting: Wednesday, June 22, 2016, 12:00 p.m. – Budget Hearing and Regular meeting at the conference room at K2 Technologies.

Respectfully submitted,
Helenanne Cathey, Assistant to the Board

<hr/> Dan King, President	Date	<hr/> Bill Edenfield, Director	Date
<hr/> David Riley, Secretary	Date	<hr/> Dan McKillop, Director	Date
<hr/> Arlyn Magnuson, Treasurer	Date		