

South Douglas Highway Water & Sewer District
Regular Meeting Minutes
Wednesday, November 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

Dan King called the meeting to order at 12:00 p.m.

Meeting Minutes

It was moved by David Riley and seconded by Dennis Stillman to approve the minutes for the regular meeting on October 24, 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. The following bills were paid:

11/28/2018	2867	Bennett, Weber & Hermstad	Inv. 60138 - progress billing / CPA review/comp.	\$2,000.00
11/28/2018	2868	Cathey Consulting, LLC	Inv. 4670 - Oct. Adm./Books/Compl./Postage	\$407.22
11/28/2018	2869	DESK Holdings, LLC	Rent	\$375.00
11/28/2018	2870	EnTech, Inc.	Inv. 03015-150 Tech. Coord. 9/2-9/30/18 \$195	\$913.00
			Inv. 03015-151 Tech. Coord. 10/1-11/4/18 \$718	
11/28/2018	2871	K2 Technologies	Inv. cw276 (Lunch 10/24/18)	\$45.99
11/28/2018	2872	Wyo-Star	10/31/18 Assessments to Wyo-Star Accounts	\$78,006.00
TOTAL BILLS				\$81,747.21

Unfinished Business

- a. Stroup Mobile Home Park Sewer Line conveyed to Stroup Mobile Home Park / landowner – No update.
- b. Bennett, Weber & Hermstad Annual Review – The review is complete and copies were provided to Board members, the Department of Audit and the Campbell County Clerk.

New Business

- a. It was moved by David Riley and seconded by Dennis Stillman to designate the Gillette News-Record as the official newspaper for January 1, 2019 through December 31, 2019, and First Interstate Bank and Wyo-Star as the official depositories for January 1, 2019 through December 31, 2019. Motion carried unanimously.
- b. Annual Election of Officers – It was moved by David Riley and seconded by Dennis Stillman to keep the same slate of officers for another year (Dan King, President / David Riley, Secretary / Arlyn Magnuson, Treasurer). Motion carried unanimously.
- c. There will be no meeting in December. Helenanne Cathey will call two board members to sign checks and vouchers for regular bills in December. The next meeting will be January 23, 2019.

Adjourn


Dan King adjourned the meeting at 12:07 p.m.

Next Meeting: Wednesday, January 23, 2019, 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


 1/23/19

 David Riley, Secretary Date

 1-23-19

 Arlyn Magnuson, Treasurer Date

 Bill Edenfield, Director Date

 1-23-19

 Dennis Stillman, Director Date