

**Small Buttes Improvement & Service District
Regular Meeting
MINUTES
Wednesday, December 9, 2020, 6:00 p.m.
Office of Cathey Consulting, 400 South Gillette Avenue, Suite 106, Gillette**

BOARD MEMBERS PRESENT: Justin Hillius, Gavin Sneathen
BOARD MEMBERS APPROVED ABSENT: John Melgaard, Jr.
OTHERS PRESENT: Helenanne Cathey

Gavin Sneathen called the meeting to order at 6:00 p.m.

- I. **Minutes** – Gavin Sneathen moved to approve the minutes for the last regular meeting on September 29, 2020, as written. Justin Hillius seconded. Motion carried unanimously.
- II. **Treasurer’s Report** – The treasurer’s report was reviewed and discussed. Gavin Sneathen moved to accept the Treasurer’s Report and pay bills as presented. Justin Hillius seconded. Motion carried unanimously.

Bank Balance Forward From Last Meeting:				\$8,881.85
11/10/20	Deposit – Assessments	\$3,600.00		
Bank Balance Prior to Meeting:				\$12,481.85
Bills paid:				
Ck#	Payee	Purpose		Ck Amount
1117	Melgaard Construction	Inv. 36999 Blade Road		\$631.50
1119	Melgaard Construction	Inv. 37251 – 9/9/20 Blade road, spread crushed concrete		\$1,500.00
1120	Cathey Consulting	Inv. 5731 – Oct. Admin./books/compliance \$160.00		\$320.00
		Inv. 5777 – Nov. Admin./books/compliance \$160.00		
Total Bills Paid:				\$2,451.50
Bank balance at the end of the meeting:				\$10,030.35
Receivables balance: \$8,200.00 (\$6,600 from District and \$1,600 from People’s)				

- III. **Unfinished Business**
 - a. Road Work – A concern was expressed on some four wheelers that are tearing up the roads. One blading is over \$600, so landowners are encouraged to use good judgment when driving four-wheelers or any vehicles on the roads to keep from tearing them up. If there is adequate moisture this week, the board will try to call out a blade before the road freezes too hard. There was discussion on using the County Grant program for some road work next year, especially to add some rock if possible.
- IV. **New Business**
 - a. None

Gavin Sneathen. moved to adjourn the meeting. Justin Hillius seconded. The meeting adjourned at 6:09 p.m.

NEXT REGULAR MEETING: Wednesday, February 10, 2021, 6:00 p.m. at the Office of Cathey Consulting, 400 South Gillette Avenue, Suite 106 (K² Technologies building – entrance is on 4th Street across from Arrow Printing).

NOTES:

- A number of landowners in the District occasionally work on the roads – blading the roads, fixing fence, repairing roads and ditches as needed, installing posts, etc.
- Any homeowner who would like to receive minutes and updates by e-mail can call Helenanne Cathey at 685-8235 or e-mail her at hlcathey@collinscom.net to be added to the e-mail list. Minutes are also posted online at www.catheyconsulting.net.

- **10/10/18 Motion: A Board member is authorized to call out a contractor to work on the roads, spending up to \$1,500 for blading/road work if needed, without having to call a special meeting.**

Respectfully submitted,
Helenanne Cathey, Assistant to the Board

Gavin Sneathen, President / Date

Justin Hillius, Vice President / Date

John Melgaard, Jr., Secretary/Treasurer / Date