

Small Buttes Improvement & Service District
Regular Meeting
MINUTES
Wednesday, July 20, 2022, 4:00 p.m.
Office of Cathey Consulting, 400 South Gillette Avenue, Suite 106, Gillette
Revised 7/26/22

BOARD MEMBERS PRESENT: Justin Hillius, Gavin Sneathen
 BOARD MEMBERS NOT PRESENT: John Melgaard, Jr.
 OTHERS PRESENT: Helenanne Cathey

Gavin Sneathen called the regular meeting to order at 4:00 p.m.

- I. **Minutes** – Gavin Sneathen moved to approve the minutes for the budget hearing and regular meeting on June 21, 2022, 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:		\$12,131.83
06/30/22 Deposit – Assessments	\$610.39	
Bank Balance Prior to Meeting:		\$12,742.22
Bills paid:		
Ck#	Payee	Purpose
1142	Cathey Consulting	Inv. 6630 – June Admin./books/compliance
Total Bills Paid:		\$160.00
Bank balance at the end of the meeting:		\$12,582.22

Receivables balance: \$13,000
 \$1,200 from District (2021 Assessments)
 \$10,200 from District (2022 Assessments)
 (First half due to the County in November and the second half in May)
 \$1,600.00 from People’s ISD (2022 assessment)

III. **Unfinished Business**

- a. Road Work –
 - i. Road project: Furnish and deliver approximately 450 tons of crushed asphalt or crushed concrete/asphalt on approximately 2,730 feet of Antelope Valley Street, from the first cattleguard south of Southern Drive to the second cattleguard south. Material will need to be hauled in with belly dumps on a Friday in one 10-hour shift between 7 a.m. and 5 p.m. The District will spread the rock. Bids were requested from four contractors. Bids returned:

Earth Work Solutions	\$12,501.00*
Prism Logistics	\$13,275.00
Melgaard	\$13,500.00
DRM	No Bid Received
County grant submitted 7/8/22 for \$3,125.25 (25% of Earth Work Solutions bid)	

Gavin Sneathen moved to authorize Earth Work Solutions to go ahead with the project after the County grant has been approved. Justin Hillius seconded. Motion carried unanimously. Gavin Sneathen will call Evan Reiber with Earth Work Solutions to let him know.

- ii. When Earth Work Solutions starts on the project, Gavin Sneathen will talk to them or other contractors about bringing in three loads of scoria as authorized at the 6/21/22 meeting.
- iii. No update on snow fence.
- iv. Gavin Sneathen reported that he talked to Will Parks and there were no issues with Gavin Sneathen cleaning out the cattleguard.
- v. Mag Chloride – This won't be done this year. It may be discussed down the road but for now will be removed from the agenda.

IV. New Business

- a. None

Gavin Sneathen moved to adjourn. Justin Hillius seconded. The meeting adjourned at 4:10 p.m.

NEXT REGULAR MEETING: Wednesday, September 21, 2022, 4:00 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