

Spring Hill Ranch Improvement & Service District
Regular Meeting Minutes
Tuesday, August 31, 2021, 4:00 p.m.
at the office of Cathey Consulting, 400 S Gillette Avenue, Suite 106, Gillette, Wyoming

Board Members Present: Bowman Stinson, Gary Carter, Jason Percifield (by phone)
 Others Present: Helenanne Cathey

Bowman Stinson called the meeting to order at 4:06 p.m.

- I. **Minutes** – Gary Carter moved to approve the July 15, 2021, regular meeting and budget hearing minutes and the July 29, 2021 special meeting minutes as presented. Bowman Stinson seconded. Motion carried unanimously.
- II. **Treasurer’s Report Acceptance** – The bank statements, financial information, and bills were reviewed. Gary Carter moved to accept the Treasurer’s Report and pay the bills as presented. Bowman Stinson seconded. Motion carried unanimously.

Checking Account Balance End of Last Meeting:		\$26,280.42
07/23/21	Deposit	\$300.00
07/29/21	Deposit	\$200.00
07/30/21	Deposit	\$64,000.00
07/31/21	Interest	\$0.23
08/04/21	Deposit	\$16,000.00
08/05/21	Deposit	\$700.00
08/23/21	Deposit	\$250.00
08/27/21	Deposit	\$150.00
Bank Balance Prior to Start of Meeting:		\$107,880.65
Bills Paid at this Meeting:		
Ck# 1125	Cathey Consulting	\$481.10
	Inv. 6140 – Aug., 2021 Admin/Books	\$481.10
Total Bills Paid:		\$481.10
Checking Account Balance End of Meeting:		\$107,399.55
Wyo-Star II Account Balance End of Last Meeting:		\$152,211.08
06/30/21	Earnings	\$154.99
07/31/21	Earnings	\$152.66
Wyo-Star II Account Balance End of Meeting:		\$152,211.08

Accounts Receivable – All accounts are current or paid ahead.

- III. **Unfinished Business**
 - a. The roads project was discussed. The project will be 5 inches of asphalt pavement from Highway 50 to the end of the road (where Carter property starts), for a total of approximately 5,360 feet resulting in improvements to the entire length of road. The width of the pavement will be 22 feet. The estimated cost is \$330,000.00.

The road project is scheduled to start September 20th. It will take about 8 days – 4 days of prep and 4 days of paving.

Throughout the construction, there WILL be delays when driving on the road. The contractor will start at one end and pave all the way down one side, and then turn around and come back – taking two different laps (about 2.5” each time) to complete the project.

TRASH COMPANIES – Everyone will need to contact their garbage company to have them hold off on trash service between Monday, September 20th and Friday October 1st.

SCHOOL BUSES – Bowman Stinson will contact the School District since they are the only ones with a child that rides the bus.

Many people will need to haul in rock for their driveways/approaches so there isn't a big drop off between the road and the driveway. Gary Carter volunteered to haul rock out if anyone wants to purchase rock for their driveway and isn't able to haul it themselves. Call Gary Carter if you would like assistance hauling. A suggestion was made that people haul in their rock prior to the project if at all possible.

Several landowners are paying Simon Contractors separately to do some paving on driveways in conjunction with the project. Anyone interested in paying for a portion or all of a driveway paved, you can contact Simon Contractors at 307-682-8407. The District will bring in rock for the sides of the road so there isn't a drop off between the asphalt pavement and the sides of the roads. The District may need to haul in additional rock to ensure a proper crown before paving as well. Gary Carter moved to authorize any Board member to order additional rock or material during this project as needed. Bowman Stinson seconded. Motion carried unanimously.

- b. The paperwork has been provided to First Northern Bank for the loan. The loan was authorized at the July 29th meeting. When the paperwork is ready, Board members will stop and sign it as required.

There was discussion on moving the District's funds to First Northern Bank. This will be considered at a later date.

Bowman Stinson moved to authorize payment to Simon Contractors as in the written agreement with them and transfer from the WyoStar II account to First Interstate Bank as needed to start the project. Gary Carter seconded. Motion carried unanimously.

IV. New Business

- a. The Board signed the direct deposit authorization for Campbell County Treasurer to direct deposit assessments into the District's bank account.
- b. Director Election (May 3, 2022 – Carter, Stinson) – The following legal ad will run in the News-Record on Tuesday, January 11, 2022.

NOTICE OF DIRECTOR ELECTION
SPRING HILL RANCH IMPROVEMENT & SERVICE DISTRICT
CAMPBELL COUNTY, WYOMING

Public Notice is hereby given that on Tuesday, May 3, 2022, an election shall be held for the purpose of electing two Directors to serve four (4)-year terms on the Board of the Spring Hill Ranch Improvement & Service District. The election shall be conducted by mail ballot, and anyone entitled to vote shall receive a ballot with a return envelope stating the date and time the ballot must physically be in the hands of the election official. A polling place will be available at Cathey Consulting, 400 South Gillette Avenue, Suite 106, Gillette, on Tuesday, May 3, 2022, between 9:00 a.m. and 2:00 p.m.

Any qualified elector may run for Director by filing an application for election with the Secretary of the District (PO Box 471, Gillette, WY 82717) or with Cathey Consulting (400 S Gillette Avenue, Suite 106, Gillette) between February 2, 2022, and February 22, 2022. The application is available from the office of Cathey Consulting (307-685-8235) or online at www.catheyconsulting.net – click on Election Documents. A qualified elector means a person who is an owner of land within the District, or the person holding record fee title to real property, or a registered voter of the District.

Jason Percifield, Secretary/Treasurer / Filing Officer
Spring Hill Ranch Improvement & Service District

Next Meeting: Tuesday, October 12, 2021, 4:00 p.m.

Meetings are at the office of Cathey Consulting, 400 S Gillette Avenue, Suite 106, Gillette.

Gary Carter moved to adjourn the meeting. Bowman Stinson seconded. The meeting adjourned at 4:34 p.m.

Respectfully Submitted,
Helenanne Cathey, Bookkeeper/Assistant to the Board
307-685-8235 / hlcathey@collinscom.net

Bowman Stinson, President

Gary Carter, Vice President

Jason Percifield, Secretary/Treasurer