

Spring Hill Ranch Improvement & Service District
Budget Hearing / Regular Meeting
Wednesday, July 11, 2018, 7:00 p.m.
5001 Spring Hill Drive, Gillette, Wyoming
MINUTES
Revised 7/17/18

Board Members Present: Gary Carter, James Klaassen, Bowman Stinson
Others Present: Patty Carter, Kathy Wolff, Vic Richards, Dianna & Michael Ogden,
Maureen Percifield, Bowman & Lynley Stinson,
Jenna Castleberry, John & Sherry Percifield, Helenanne Cathey

The meeting was called to order at 7:00 p.m.

BUDGET HEARING

The budget was reviewed and discussed. There is \$20,000 in the budget for roads. The budget hearing adjourned, and the regular meeting came to order.

REGULAR MEETING

Treasurer's Report / Bills

As of today there is \$35,789.41 in the checking account. Patty and Gary Carter attended a training session for special districts in Cheyenne. Bills include: \$180 registration, \$269 travel, \$31.53 for the budget advertisement, and \$47.59 for postage/envelopes/office. Bowman Stinson moved to pay the bills. James Klaassen seconded. Motion carried unanimously.

Road Maintenance

There was discussion on how to get things done on a consistent basis (blading, for example). John Percifield volunteered to blade the roads if the District will rent a blade. Bowman Stinson also volunteered to help. There are a few places that are pretty thin. A blade will be needed to spread rock, and a water truck would help to keep the rock packed. The approach off of the highway may be fixed by the State when the work is done on Highway 50 next year. The County District Support Grant program can assist with costs – 25% for rock and 50% (one time only per street) for drainage improvements. The County grant can only be used for rock if the road meets the minimum county specifications for drainage, ditches, etc.

Regional Water

Gary Carter met with the County (Clark Melinkovich) and the City (Levi Jensen). Levi Jensen didn't see any problem with the District using regional water. Clark Melinkovich estimated \$250,000 for the cost to get all of the lines and everything installed (including meters and pits). Clark stated that the District would need to have a backup generator too. The County grant could help with some of the costs, but the individual service lines would have to be paid by individuals. The project would include meter pits and meters, the main line, tie in to the City, vac on each end. It will be pretty expensive to get everything connected. We will have to figure out how many people want to do it and how to pay for it. Gary estimates the District would use about 50,000 gallons per month. DOWL estimates the cost for the engineering study for the regional system would be about \$10,000.

There are some people who have problems with water, but some people do not have problems. Gary Carter has the potential of another well on land west of the District that could eventually serve as a backup.

The City changed so many things from when the District signed the agreement for the regional water system to now. The consensus of those at the meeting is that the expense, especially for the really hard water, just isn't worth it.

Cathey Consulting

Patty Carter explained the continually increasing requirements for managing a special District. She and Gary Carter attended a training in Cheyenne, and received a large three ring binder that explains some of the requirements. She recommends hiring Cathey Consulting to take over bookkeeping and administrative services. Helenanne Cathey was at

the meeting. She works for a number of other special districts in Campbell County. Gary Carter moved to hire Cathey Consulting. Bowman Stinson seconded. Motion carried unanimously.

Budget Approval

James Klaassen moved to approve the budget of \$41,784 (revenue and cash carryover) and \$24,180 (expenditures). Gary Carter seconded. Motion carried unanimously. The budget breakdown is as follows:

Cash Carryover:	\$36,384.00	
Operating Revenues:	\$5,400.00	
Total Cash Carryover and Revenue:		\$41,784.00
Expenses:		
Administrative:	\$3,680.00	
Operations:	\$20,000.00	
Indirect:	\$500.00	
Total:		\$24,180.00

Helennane Cathey will submit the information to the County and State as required.

Next Meeting: Wednesday, January 9, 2019, 7:00 p.m. at 5001 Spring Hill Road

The meeting adjourned at 8:18 p.m.

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

BOARD MEMBERS:

Gary Carter

James Klaassen

Bowman Stinson