

Spring Hill Ranch Improvement & Service District
Regular Meeting Minutes
Tuesday, October 12, 2021, 4:00 p.m.
at the office of Cathey Consulting, 400 S Gillette Avenue, Suite 106, Gillette, Wyoming

Board Members Present: Gary Carter, Jason Percifield, Bowman Stinson
 Others Present: Helenanne Cathey

Bowman Stinson called the meeting to order at 4:10 p.m.

- I. **Minutes** – Gary Carter moved to approve the August 31, 2021, regular meeting minutes with one correction – the payment for invoice # 6140 for Cathey Consulting in August was for services in the month of July, not August. 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, transfer \$136,000 from WyoStar, deposit \$80,000 from the loan, and pay the bills as presented. Bowman Stinson seconded. Motion carried unanimously.

Checking Account Balance End of Last Meeting: \$107,399.55

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|-----------|----------|-------------|
| 08/31/21 | Interest | \$0.90 |
| 09/17/21 | Deposit | \$100.00 |
| 09/30/21 | Deposit | \$200.00 |
| 09/30/21 | Interest | \$0.88 |
| *10/08/21 | Deposit | \$16,000.00 |
| 10/12/21 | Deposit | \$100.00 |

Bank Balance Prior to Start of Meeting: \$123,801.33

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|--------------------------|--------------|
| Loan to be deposited | \$80,000.00 |
| Transfer from WyoStar II | \$136,000.00 |

Bills Paid At Meeting;

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|-------------------|-------------------|---|--------------|
| Ck# 1126 | Cathey Consulting | Inv. 6186 – Aug., 2021 Admin/Books \$160 | \$335.00 |
| | | Inv. 6190 – Filing fee / road project \$15 | |
| | | Inv. 6232 – Sept., 2021 Admin/Books \$160 | |
| Ck# 1127 | Simon Contractors | Inv. 2463443 RI – 5” paving Springhill Road | \$329,455.00 |
| Total Bills Paid: | | | \$329,790.00 |

Checking Account Balance End of Meeting: \$10,011.33

Wyo-Star II Account Balance End of Last Meeting: \$152,211.08

| | | |
|----------|----------------------|-------------------|
| 08/31/21 | Earnings | \$129.16 |
| 09/30/21 | Earnings | No statement yet. |
| 10/12/21 | Transfer to Checking | \$136,000.00 |

Wyo-Star II Account Balance End of Meeting: \$16,340.24

Accounts Receivable – All accounts are current or paid ahead.

- III. **Unfinished Business**
 - a. The roads project was discussed. The project is complete. The consensus is to bring some rock in for the sides of the roads where possible. There was discussion on putting some reflector posts up to mark the edges of the road. There was discussion on the speed limit. 20 mph is suggested. There was discussion on other signs. A Private Road sign will be posted.
 - b. A landowner contacted the District after the last meeting and requested paying their \$16,000 share rather than be assessed. The loan had not been finalized yet. The landowner paid the \$16,000 which was deposited on 10/8/21, and the loan was decreased to \$80,000 prior to Board members signing final paperwork. This year’s assessment had already been submitted to the County. Upon receipt of this year’s assessment for that landowner the assessment should be refunded to the landowner.

- c. Director Election (May 3, 2022 – Carter, Stinson) – The ad for the notice of the director election will run January 11, 2022. Anyone interested in running for the Board and having their name on the ballot must submit an application to the Secretary of the District or the office of Cathey Consulting between February 2, 2022 and February 22, 2022. The application is available from the office of Cathey Consulting or online at www.catheyconsulting.net.

IV. New Business

- a. There was discussion on moving the District’s funds to First Northern Bank from First Interstate Bank. First Northern Bank provided the loan to the District for the road project. This will be discussed at the next meeting.

Next Meeting: Tuesday, February 15, 2022, 4:00 p.m.

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

Gary Carter moved to adjourn. 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