

Stone Gate Estates Improvement & Service District
Regular Meeting
MINUTES
Monday, January 8, 2024, 8:30 a.m.
Office of Cathey Consulting, 400 South Gillette Avenue, Suite 106, Gillette

BOARD MEMBERS PRESENT: Travis Given, Bobby Schmitz
 BOARD MEMBERS APPROVED ABSENT: Jodi Schilling
 OTHERS PRESENT: Helenanne Cathey

Bobby Schmitz called the meeting to order at 8:39 a.m.

- I. Water System Update** – The water system information was reviewed. Because of the date that homes were built in the subdivision, there shouldn't be any issues complying with the EPA Lead and Copper surveying. (Lead was banned for use in water systems in the late 80's.)
- II. Minutes / Treasurer's Report** – Travis Given moved to approve the November 13, 2023, regular meeting minutes as presented. Bobby Schmitz seconded. Motion carried unanimously.
- III. Treasurer's Report** – The financial information and accounts receivable balances were reviewed. The Profit & Loss and Balance Sheet for the fiscal year through the end of the prior month were available for review. Travis Given moved to accept the Treasurer's Report, pay bills, and transfer \$5,000.00 from the money market to checking account. Bobby Schmitz seconded. Motion carried unanimously.

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|--|-------------|--------------------|
| WyoStar I Account – Balance End of Last Meeting: | \$49,341.23 | |
| 10/31/23 Interest | \$174.32 | |
| 11/30/23 Interest | \$171.56 | |
| Ending WyoStar Account Balance: | | \$49,687.11 |

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|---|--------------|---------------------|
| WyoStar II Account – Balance End of Last Meeting: | \$251,567.14 | |
| 10/31/23 Interest | \$195.95 | |
| 11/30/23 Interest / Loss | -\$55.75 | |
| Ending WyoStar II Account Balance: | | \$251,707.34 |

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|---|-----------------------------|----------------------|
| Money Market Account Balance end of last meeting: | \$52,345.43 | |
| 11/1-11/13/23 Deposits – Water | \$594.18 | |
| 11/13/23 Deposit – Assessments | \$38,880.00 | |
| Adjusted Balance Forward: | \$91,819.61 | |
| 11/14-11/30/23 Deposits – Water | \$908.25 | |
| 11/30/23 Interest | \$89.15 | |
| 12/06/23 Deposit –Xpress Bill P | \$283.75 | |
| 12/08/23 Deposit – Assessments | \$9,363.91 | |
| 12/1-12/31/23 Deposits – Water | \$54.27 | |
| 12/20/23 Deposit – PR Energy | \$2,818.70 | |
| Capital credits | | |
| 12/31/23 Interest | \$88.40 | |
| 01/08/23 Xpress bill pay deposit | Not available at this time. | |
| Balance in Account Prior to Meeting: | | \$105,426.04 |
| Ck# 9061 Transfer to Checking: | \$5,000.00 | |
| Balance in Account End of Meeting: | | \$100,426.04* |

***Balance does not reflect any water overage payments since the end of the prior month**

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|---|-------------|--|
| Checking Account Balance end of last meeting: | \$23,893.08 | |
| 12/12/23 Bills: | | |

| Check # | Payee | Purpose | Amount |
|----------|------------------|--|----------|
| AUTO PAY | City of Gillette | Bill 1766519– 10/31-12/5/23 Regional water/23,000 gal. | \$558.57 |

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|---|----------------------|---|----------|--------------------|
| AUTO PAY | Powder River Energy | Acct 3126125 11/1-12/1/23 | \$366.69 | \$481.73 |
| AUTO PAY | Powder River Energy | Acct 8443000 11/1-12/1/23 | \$115.04 | |
| 2587 | Cathey Consulting | Inv. 7362 – Nov.t. Admin/Books/post. | | \$630.00 |
| 2588 | Gillette News-Record | Invoice 12712 – Director election legal ad | | \$127.40 |
| 2589 | Hawkins, Inc. | Inv. 6625499 – Chlorine | | \$20.00 |
| 2590 | Water Guy | Inv. 2023-1198 – Nov. Oper../Meters/Billing | | \$1,679.60 |
| TOTAL: | | | | \$3,497.30 |
| Checking Account Balance Prior to Meeting: | | | | \$20,395.78 |

Bills Paid at This Meeting:

| Check # | Payee | Purpose | Amount | |
|---|---------------------|--|-------------------------|--------------------|
| AUTO PAY | Powder River Energy | Acct 3126125 12/1-1/1/24 | Bill not available yet. | |
| AUTO PAY | Powder River Energy | Acct 8443000 12/1-1/1/24 | Bill not available yet. | |
| AUTO PAY | City of Gillette | Regional Water | Bill not available yet. | |
| 2591 | Bobby Schmitz | Reimbursement / advertisement / Road & Bridge | \$99.99 | |
| 2592 | Cathey Consulting | Inv. 7402 – Dec. Admin/Books/postage | \$630.00 | |
| 2593 | Hawkins, Inc. | Inv. 6646804 – Chlorine | \$20.00 | |
| 2594 | Water Guy | Inv. 2023-1303 – December Oper../Meters/Billing | \$1,679.60 | |
| 2595 | Water Guy | Inv. 2024-1 – Cleaning and recoating water tanks | \$10,000.00 | |
| TOTAL: | | | | \$12,429.59 |
| Transfer from Money Market: | | \$5,000.00 | | |
| Checking Account Balance End of Meeting: | | | | \$12,966.19 |

IV. Unfinished Business

- a. Review customer / construction issues - None
- b. Water Tank Cleaning and Re-Coating – The project is complete. All invoices have been received and will be submitted to the County for grant reimbursement and to close out the grant.
 - Invoices received
 - Extreme Precision Industrial Contractors LLC \$28,331.50
 - Extreme Precision Scaffolding \$1,250.00
 - Water Guy \$10,000.00
 - TOTAL: \$39,581.50
 - Grant request: \$9,895.38
 - County Grant approved for \$18,250. (Project was completed with a less expensive bid than originally received for the grant so not all of the grant money was used.)
- c. Lead and Copper Rule / Service Lines Inventory – This was discussed under the water system at the start of the meeting.
- d. Director Election (March 19, 2024 – Schilling – 4 year term) – Applications to be on the ballot are due between December 20, 2023 and January 9, 2024. Ballots will be mailed between February 23rd and March 4th. The following legal ad will run in the News-Record on Tuesday, March 5, 2024:

NOTICE OF DIRECTOR ELECTION
 STONE GATE ESTATES IMPROVEMENT & SERVICE DISTRICT
 CAMPBELL COUNTY, WYOMING

Public Notice is hereby given that ballots have been mailed to all qualified electors / landowners within the Stone Gate Estates Improvement & Service District for the purpose of electing one director to the Board of Directors to serve a four-year term. Candidates include (**NAMES OF APPLICANTS WHO SUBMIT APPLICATION BY JANUARY 9**). Replacement ballots may be obtained from Cathey Consulting at 400 South Gillette Avenue, Suite 106, Gillette, Wyoming, or by calling Helennan Cathey at 307-685-8235. An “Elector Affidavit” form will need to be completed in order to receive a replacement ballot. All mail ballots must be received by Stone Gate Estates Improvement & Service District by mail at P.O. Box 992, Gillette, Wyoming, 82717, or at the office of Cathey Consulting, LLC by 5:00 p.m. on Tuesday March 19, 2024, to be valid. A polling place will be available at Cathey Consulting, 400 South Gillette Avenue, Suite 106, Gillette, on Tuesday, March 19, 2024, between 9:00 a.m. and 2:00 p.m.

Jodi Schilling, Secretary / Filing Officer
 Stone Gate Estates Improvement & Service District

V. New Business

- a. Road Work / Project for 2024 – Bobby Schmitz will work on developing the scope of work for Stone Trail which is the road scheduled for material this year. Blading and dust control will be done as in the past.
- b. Bobby Schmitz reported that the water tank cleaning and recoating project turned out to be a lot more work than anticipated and thanked Travis Given for overseeing the project.

VI. Upcoming Meetings – Monday, March 11, 2024, 9:00 a.m. (Regular Meeting)

2024 Meetings:

Mon., Mar. 11, 2024, 9:00 a.m. Mon. May 13, 2024, 9:00 a.m.

Mon., July 8, 2024, 9:00 a.m. Mon., Sept. 9, 2024, 9:00 a.m. Mon., Nov. 11, 2024, 9:00 a.m.

MEETINGS ARE NORMALLY HELD ON THE 2ND MONDAY OF EVERY OTHER MONTH

Location: Office of Cathey Consulting, 400 Southtes Gillette Avenue, Suite 106

(K² Technologies Building, Suite 106) – Entrance is on 4th Street

VII. Meeting adjourn – Bobby Schmitz moved to adjourn the meeting. Travis Given seconded. The meeting adjourned at 8:50 a.m.

NOTES: The board reminds homeowners of the following:

- a. Water meter repair costs are to be split equally between the District and the homeowner.
- b. Only authorized people are to be opening water meter pits. Any damages that occur because of an unauthorized person entering the meter pit will be 100% the homeowner’s responsibility.
- c. Keep the area mowed and/or free of debris around meter pits and readouts. If necessary, the District will hire someone to mow and/or clean it up and the homeowner will be billed.
- d. If you see the red light flashing on the water tank, please call Water Guy at 307-299-9911.
- e. 3/27/23 – Any Board member authorized to call a contractor out to plow snow if needed.
- f. Check out Water Guy’s Facebook page for information regarding water system issues. They will post information there when they are working on projects and when they are having issues with water systems. Go to www.wateryuywyoming.com for a link and for other information.

Respectfully submitted,
Helenanne Cathey, Assistant to the Board of Directors

Robert (Bobby) Schmitz, President (680-4920)

Travis Given, Treasurer

Jodi Schilling, Secretary