

Stone Gate Estates Improvement & Service District
Regular Meeting
MINUTES
Monday, January 9, 2017, 7:00 p.m.
Office of Cathey Consulting, 400 South Gillette Avenue, Suite 106, Gillette
Revised 1/12/17

BOARD MEMBERS PRESENT: Dave Daigle, Bobby Schmitz, Charlotte Terry
OTHERS PRESENT: Helenanne Cathey, Paul Younger, Mark Hines (DOWL)

Dave Daigle called the meeting to order at 7:00 p.m.

I. Water System Update – The water system information was reviewed.

- 1) Mark Hines from DOWL came to the meeting to discuss a number of questions and issues. DOWL will be working on the regional connection for Stone Gate in the coming months. They will be designing the project this year. It could be constructed this fall, but it will likely extend into next year. The control building will belong to the City and is funded by the State (Wyoming Water Development Commission) and the Capital Facilities tax. The City will have their own easement for the building. There is a new pump station to the east of Stone Gate that can feed through the existing line that runs to Red Hills, which will be used to feed Stone Gate, Red Hills and Fox Ridge. They could use the existing “T”. That hasn’t been determined for sure yet. It will be studied.

There was discussion on the anticipated 70 gpm water source from the regional connection. The District has serious concerns about that 70 gpm. 70 gpm will not service Stone Gate usage for peak demand times. This level was determined by an HDR study. It was based on the number of taps that the District has and an average usage (not peak usage). There was discussion on building another water storage tank for Stone Gate to help meet peak demand time periods. The District would like to get a proposal for the storage tank. Mark Hines explained that there are two ways to proceed – one is to move forward with the project alone (without funding) and just assess to do the project. The other way is to look at funding assistance through the State. A number of other Districts in the area have had Level II studies done on their systems. The State Wyoming Water Development Commission does this study on District water systems. The application for the Level II study is \$1,000 or \$1,500 (non-refundable). They very rarely turn down these studies. You apply in August (2017). It would be approved and a consultant on board the following year (2018), and the study done by the following year (2019), and then you can apply for funding in the fall (2019) for construction in 2020. Storage should be eligible for state funding. The County grant can be used as well. Right now, the state funds up to 67% of these types of projects.

Having the regional water alone will help meet the peak water demands for the District. The Board asked how to increase the 70 gpm supply from the regional water or is that even possible. There is a concern that the District won’t get even the anticipated 70 gpm. Mark Hines suggested that the Board talk to Levi Jensen, but he wasn’t sure that the 70 gpm will increase.

The Board requested a proposal from DOWL for a cost estimate for a water storage tank. Mark Hines will work on this for the March meeting.

There was additional discussion on how the regional water will feed into the District’s water storage tanks and how it will work with the District’s wells that feed the tanks. Some Districts are putting in a blending system, and that gets a little more complicated, and that is not covered with the regional connection. A special blending system would be something the District would have to do. Anything between the control building and the District’s tanks is on the District to supply.

Dave Daigle talked to Levi Jensen at the City of Gillette who answered questions as follows. Mark Hines was at the meeting and discussed these issues as well. His comments and the discussion are written above.

- a. What rate (gpm) has been designed for Stone Gate? We were told that the max was 70gpm.

The exact flow rate will be evaluated in more detail during the design of the connection, but the design criteria will be the 'peak day demand'. I believe the 70 gpm you mentioned is in the ballpark though.

- b. Where will the interconnect be made? We need it at our tanks if possible.
This is another detail that will be worked out with your group during design. We will most likely propose and negotiate a location at your tank site that provides us with good access to the building and does not hinder you from operating your system.
- c. What is the current date for Stone Gate to be connected?
With the approval of the recommendation last week, the project will go to the legislature for funding. This will probably push out funding availability to May or June of 2017, which is when we will start the construction of the project. I am anticipating the construction to take 2-3 months, at which time water can be served.
- d. Will there be a cost to Stone Gate and if so, how much?
The Water Development Office has made everything 'project eligible' up to 5 feet outside of the control building. Which means it's covered by the 67% grant. The CAP Tax covers the remaining 33% of the project. We have also covered the 'non-project eligible' portion of the connection cost with CAP Tax, but it's something we'll have to coordinate in detail. I cannot cover the cost of any blending equipment, special valves, etc. - just a simple line with a 'tee' into your system.
- e. We are considering the purchase of an additional storage tank, do you know if funding for this may comply with the regional water plan?
The cost of the storage tank is not eligible under this particular grant. It may be through a separate grant though. I would recommend that you call down to the Water Development Office at 307-777-7626 to discuss that in more detail.

- 2) Meter Readings were discussed. There was discussion on getting a distribution meter, which will provide a more accurate reading. There was discussion on the water system, and the Board suggested that Paul Younger help with the water system. He is pretty new to Stone Gate and is an earthwork / utility contractor and is working on a project at Antelope Valley. He has some questions and suggestions for Stone Gate.
- 3) Meter Readings for 2016 – Because of the problems with the radio read equipment that was provided to Water Guy from the manufacturer, the equipment installed in 2015 had to be updated this past August. The District looked back and averaged the last 3 years billing for water meters. Bobby Schmitz moved that the District bill the three year average as the means of invoicing water consumption for the months of October, 2015 through August, 2016 for \$10,163.25. Charlotte Terry seconded. Motion carried unanimously.

Charlotte Terry moved to bill September and October, 2016, as presented, and ask that homeowners with concerns about their billing contact the District. Bobby Schmitz seconded. There was discussion. Motion carried unanimously.

The District will monitor the readings over the winter months. The winter months will be billed based on the average in the spring as has been done in the past.

- 4) Master Meter (on distribution side of water tanks) to compare with meter readings. This was discussed earlier. Bobby Schmitz will get with Duaine Faucett and ask for a cost estimate / proposal for the next meeting.
- 5) Reverse Dial system (Reverse 911) set up (Charlotte Terry) – Charlotte Terry will provide an update at the next meeting.
- 6) Begin preparation of a billing structure for water delivered from the County system. This item is tabled for now.
- 7) Standard wording for emergency water situations – Charlotte Terry moved to accept the following wording to be the standard wording in emergency water situations. Bobby Schmitz seconded. Motion carried unanimously.

1. General Alert – To All Stone Gate Home Owners
 - a. The Stone Gate Improvement District is currently experiencing a water shortage. Please limit your water usage to household and livestock use only. As soon as the problem has been resolved notification will be provided informing residents that normal water supplies are available by checking the Water Guy web site at WaterGuyWyoming.com or the Water Guy Facebook page. Thank you for your cooperation.
2. Critical Alert – To All Stone Gate Home Owners
 - a. The Stone Gate Improvement District is currently experiencing a significant water shortage. Please refrain from any outside watering and restrict your water usage to household use only. As soon as the problem has been resolved notification will be provided informing residents that normal water supplies are available by checking the Water Guy web site at WaterGuyWyoming.com or the Water Guy Facebook page.. Thank you for your cooperation.
3. Emergency Alert – To All Stone Gate Home Owners
 - a. The Stone Gate Improvement District is currently experiencing a complete water outage. Please consider alternative sources for household and livestock use. As soon as the problem has been resolved notification will be provided informing residents that normal water supplies are available by checking the Water Guy web site at WaterGuyWyoming.com or the Water Guy Facebook page. Thank you for your cooperation

8) Discussion on assessments / is the District setting aside enough funds for long term water supply. If the regional system can only provide 70 gpm, then the District needs the 2 wells. This item will be included in budget discussions this spring.

II. Minutes / Treasurer’s Report – Charlotte Terry moved to approve the minutes for the November 14, 2016, regular meeting as presented. Bobby Schmitz seconded. Motion carried unanimously.

III. Treasurer’s Report – Bobby Schmitz moved to pay the bills as presented in the amount of \$3,972.62 and transfer \$4,000.00 from the money market account to the checking account. Charlotte Terry seconded. Motion carried unanimously.

Money Market Account Balance end of last meeting:		\$81,028.07	
11/30/16	Interest	\$6.51	
12/12/16	Ck# 152 – Xfer to checking	\$2,000.00	
12/14/16	Deposit - Assessments	\$15,840.00	
12/22/16	Deposit – PR Energy	\$152.27	
12/31/16	Interest	\$7.64	
Balance in Account Prior to Meeting:			\$95,034.49
01/09/17	Ck# 153 – Xfer to checking	\$4,000.00	
Balance in Account End of Meeting:			\$91,034.49

Money Market Account – Infrastructure Fund end of last meeting:		\$125,215.23	
11/30/16	Interest	\$13.34	
12/31/16	Interest	\$13.79	
Ending Money Market – Infrastructure Fun/d Balance:			\$125,242.36

Money Market Account – Pump Replacement end of last meeting:		\$5,266.10	
11/30/16	Interest	\$0.35	
12/31/16	Interest	\$0.36	
Ending Money Market – Pump Replacement Account Balance:			\$5,266.81

Checking Account Balance end of last meeting:		\$7,249.87	
12/12/16	Ck# 152 – Stone Gate (December bills) – Deposit	\$2,000.00	
Check #	Payee	Purpose	Amount

AUTO	Powder River Energy	3126125 10/30/16-11/30/16	\$349.42
AUTO	Powder River Energy	8443000 10/30/16-11/29/16	\$122.59
2162	Cathey Consulting	Inv. 3681 – Nov. Admin/Books/postage	\$435.41
2163	Hawkins, Inc.	Inv. 3986926 – Chlorine	\$5.00
2164	Water Guy, LLC	Inv. 2016-1250 – Nov. Oper./Meters	\$936.50
TOTAL:			\$1,848.92

Checking Account Balance Prior to Current Meeting: \$7,400.95

Bills Paid At Meeting:

Check #	Payee	Purpose	Amount
AUTO	Powder River Energy	3126125 9/10/16-10/30/16	\$338.20
AUTO	Powder River Energy	8443000 9/10/16-10/30/16	\$144.48
2165	Bobby Schmitz	Reimburse expense for Road & Bridge	\$90.00
2166	Cathey Consulting	Inv. 3721 – Dec. Admin/Books/Postage	\$425.94
2167	Water Guy, LLC	Inv. 2016-1349 – Dec. water op./meters	\$936.50 \$2,974.00
		Inv. 2016-1269 – Leak repair	\$2,037.50

TOTAL REGULAR BILLS APPROVED: \$3,972.62

01/09/17 Ck# 153 – Stone Gate (January bills) – Deposit \$4,000.00

Checking Account Balance End of Meeting: **\$7,428.33**

Receivables were reviewed.

IV. Unfinished Business

- a. Construction requests. Charlotte Terry moved to approve the construction of a shed for 5800 Stone Trail Ave for Jess Gray. Bobby Schmitz seconded. Motion carried unanimously. The letter was submitted to the County.
- b. Road Connecting to Red Hills – No action or update needed – leaving on agenda to make sure the grant request for this street is done appropriately when the time comes. (Dave Daigle and Doug McDuff attended a County Commissioners meeting on June 17, 2014 The Commissioners agreed to a one-time only 50% reimbursement for Stone Place Avenue the next time the District adds rock to that street.)

V. New Business

- a. Charlotte Terry moved to appoint Paul Younger to look into applying for a Level II study with the Wyoming Water Development Commission for funding for a new tank. Bobby Schmitz seconded. Motion carried unanimously.
- b. There was some discussion on budgeting and money to be spent on roads. There was discussion on possibly putting the money that is normally put into the budget for rock for roads this next fiscal year into the pump replacement fund due to the high cost of repairs this past year. This will be discussed further at the next meeting.

VI. Date for next meeting – Monday, March 13, 2017, 7:00 p.m. (Regular Meeting)

VII. Meeting adjourn – Bobby Schmitz moved to adjourn the meeting. Dave Daigle seconded. The meeting adjourned at 8:50 p.m.

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

MONDAY, MARCH 13, 2017, 7:00 P.M. / REGULAR MEETING

**Location: Office of Cathey Consulting, 400 South Gillette Avenue, Suite 106 (K² Technologies Building, Suite 106) –
Entrance is on 4th Street**

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. **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.wateryuywoming.com for a link and for other information.**

Respectfully submitted,

Helenanne Cathey, Assistant to the Board of Directors, Stone Gate Estates Improvement & Service District

Dave Daigle, President (687-1785)

Charlotte Terry, Treasurer (670-2725)

Robert (Bobby) Schmitz, Secretary (686-0991)