

**Stone Gate Estates Improvement & Service District
Regular Meeting
MINUTES**

Monday, March 9, 2020, 7:00 p.m.

Office of Cathey Consulting, 400 South Gillette Avenue, Suite 106, Gillette

BOARD MEMBERS PRESENT: Dave Daigle, Bobby Schmitz, Charlotte Terry
OTHERS PRESENT: Helenanne Cathey, Kent Terry, Brian Hokanson

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

- I. Water System Update** – The water system information was reviewed. The Board will invite Duaine Faucett to the next meeting to discuss the water system and regional water system. The District is now connected to the regional water system. Dave Daigle asked the minutes to reflect that he applauds Bobby Schmitz on his work in completing the regional water connection for a minimal cost. Charlotte Terry moved that based on the probability that the water usage billed from the City on their first billing was based on the hookup to the regional system and should not be billed to homeowners. Bobby Schmitz seconded. The amount was \$3.01 for 1,000 gallons. Motion carried unanimously.
- II. Minutes / Treasurer’s Report** – Bobby Schmitz moved to accept the minutes for the January 13, 2020, regular meeting as presented. Charlotte Terry seconded. Motion carried unanimously.
- III. Treasurer’s Report** – Charlotte Terry moved to approve the treasurer’s report and pay bills as presented and transfer \$3,600 from the money market account to the checking account. Bobby Schmitz seconded. Motion carried unanimously.

Money Market Account Balance end of last meeting:	\$57,441.62	
1/10/20 Deposit – Assessments	\$4,476.78	
Adjusted Balance Forward:		\$61,918.40
1/13-1/31/20 Deposits	\$40.00	
01/31/20 Interest	\$27.79	
02/10/20 Ck# 9033 Transfer to Checking		\$2,850.00
02/29/20 Interest	\$17.38	
2/1-3/9/20 Deposits	\$25.00	
03/09/20 Deposit – Assessments	\$1,306.05	
Balance in Account Prior to Meeting:		\$60,484.62
3/9/20 Ck# 9034 Transfer to Checking		\$3,600.00
Ending Money Market Account Balance:		\$56,884.62

WyoStar I Account – Balance End of Last Meeting:	\$46,765.66	
12/31/19 Interest	\$32.60	
01/31/20 Interest	\$54.14	
02/29/20 Interest	NO STATEMENT YET	
Ending WyoStar Account Balance:		\$46,852.40

WyoStar II Account – Balance End of Last Meeting:	\$175,889.94	
12/31/19 Interest	\$404.04	
01/31/20 Interest	\$356.21	
02/29/20 Interest	NO STATEMENT YET	
Ending WyoStar II Account Balance:		\$176,650.19

Checking Account Balance end of last meeting:	\$6,628.89		
02/10/20 Ck# 9033 – Transfer from Money Mkt:	\$2,850.00		
Check #	Payee	Purpose	Amount
AUTO PAY	Powder River Energy	Acct 3126125 12/31/19 – 1/30/20	\$280.50
AUTO PAY	Powder River Energy	Acct 8443000 1/1/20 – 2/1/20	\$147.98
2329	Cathey Consulting	Inv. 5334 – Jan. Admin/Books/post.	\$452.20

2330	City of Gillette	Bill 985980 – 1/16-2/4 Regional water, connect fee, & 1,000 gallons	\$489.51
2331	Hawkins, Inc.	Inv. 4652346 – Chlorine	\$10.00
2332	ProElectric	Inv. 20200044 – Water valve	\$530.32
2333	Water Guy, LLC	Inv. 2019-1157 – Jan. Oper./Meters	\$938.50
TOTAL:			\$2,849.01

Checking Account Balance Prior to Current Meeting: \$6,629.88

Bills Paid at Meeting:

Check #	Payee	Purpose	Amount
AUTO PAY	Powder River Energy	3126125 1/30-2/28/20	\$243.11
AUTO PAY	Powder River Energy	8443000 2/1-3/1/20	\$141.01
2334	Cathey Consulting	Inv. 5382 – Feb. Admin./Bookkeeping \$453.30	\$605.60
		Inv. 5347 – Director election mailing \$152.30	
2335	City of Gillette	Bill 1002709 – Regional water	\$390.50
2336	Gillette News-Record	Ad 00358882 – Director election ad	\$76.13
2337	Hawkins, Inc.	Inv. 4667775 – Chlorine	\$10.00
2338	Water Guy, LLC	Inv. 2019-1233 – Feb. Oper. & control valve	\$2,145.75
TOTAL:			\$3,612.10

3/09/20 Transfer from Money Market Account: \$3,600.00

Checking Account Balance End of Meeting: \$6,617.78

Receivables were reviewed.

IV. Unfinished Business

- Review customer / construction issues – None.
- Director Election – March 17, 2020 (Terry – 4 year term) – Bobby Schmitz, Dave Daigle and Helenanne Cathey will count ballots within 7 days of the election date.
- Roads – Bobby Schmitz will gather estimates and will work with Helenanne Cathey on the grant application to the County. Estimates will be gathered for an apron on Stone Trail to either fix it or take it out. Stone Crest is in the rotation for rock. There was discussion on the roads. Charlotte Terry moved that the District apply for a grant in an amount not to exceed a project cost of \$90,000 for road improvements. Bobby Schmitz seconded. There was discussion. Rock and dust control and apron repairs will be included in the estimates. Motion carried unanimously.

V. New Business

- An updated “General Information” form was reviewed. It will be posted online and sent to new customers. There was discussion on the regional water billing. The City bills \$6.50 per month per tap for access to regional water, and \$3.01 per 1,000 gallons for water used each month. The \$6.50 per month per tap is already included in the annual assessment, but the actual usage will be billed to homeowners when water is used. The billing will be pro-rated based on each user’s percent of the total meter readings for the corresponding time frame. In other words, EVERYONE will get a bill when regional water is used. The 20,000 gallons of base water won’t apply to the regional water bills. See the example below:

City’s bill = \$100		District’s Billing (internal rate structure)	City Bill Passed On (all customers billed)	Cust. Total Bill
Customer A	10,000 gallons	14.3% of total	\$0	\$14.30
Customer B	25,000 gallons	35.7% of total	\$5	\$40.70
Customer C	35,000 gallons	50% of total	\$20	\$70.00
TOTAL	70,000 gallons			

The regional water will be used when needed, for example, when a well goes down. The District has only one well now instead of two. The capacity of the regional interconnect is more than adequate to satisfy the domestic consumption. In the event of an emergency, Water Guy will post on Facebook, and signs will be posted at the entrances to the District.

Charlotte Terry moved to draft a separate letter and notification on regional water usage and mail it to homeowners. Bobby Schmitz seconded. The example listed in the minutes will be included in the letter. Motion carried unanimously.

- b. Insurance Renewal – The renewal application for insurance will be completed and returned to renew the insurance.
- c. Budget – The budget was reviewed. Helenanne Cathey reported that her rate will increase in the next fiscal year with the additional regional water billing. The budget will be reviewed and approved at the May meeting and finalized at the July meeting.

VI. Date for next meeting – Monday, May 11, 2020, 7:00 p.m. (Regular Meeting)

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

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

VII. Meeting adjourn – Charlotte Terry moved to adjourn the meeting. Bobby Schmitz seconded. The meeting adjourned at 7:42 p.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. **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.wateryuywyoing.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 (406-586-6456)

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