

Stone Gate Estates Improvement & Service District
Regular Meeting
MINUTES
Monday, November 13, 2017, 7:00 p.m.
Office of Cathey Consulting, 400 South Gillette Avenue, Suite 106, Gillette
Revised 11/14/17

BOARD MEMBERS PRESENT: Dave Daigle, Bobby Schmitz, Charlotte Terry
OTHERS PRESENT: Helenanne Cathey, John Poloniec

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

Agenda – Status of the Mailboxes was added under New Business, item b.

- I. Water System Update** – The water system information was reviewed.
- II. Minutes / Treasurer’s Report** – Bobby Schmitz moved to approve the minutes for the September 11, 2017, regular meeting as presented. Charlotte Terry seconded. Motion carried unanimously.
- III. Treasurer’s Report** – Dave Daigle went to the County board training. Dave Daigle thanked Helenanne Cathey because the District is doing the things the County said we should be doing. Charlotte Terry moved to refund the customer credit balances to three people listed in the agenda. Bobby Schmitz seconded. Motion carried unanimously. Charlotte Terry moved to pay the bills as presented and transfer \$3,400 from the money market account to the checking account. Bobby Schmitz seconded. Motion carried unanimously.

Money Market Account Balance end of last meeting:	\$82,169.75
09/14/17 Deposit - Water	\$488.25
09/14/17 Deposit – Cty Grant	\$3,000.00
09/19/17 Deposit – Water	\$468.00
09/29/17 Deposit – Water	\$609.00
09/30/17 Interest	\$10.45
10/06/17 Deposit - Water	\$355.00
10/09/17 Deposit – Assessments	\$3,360.00
10/11/17 Deposit – Water	\$556.00
10/11/17 Ck# 9004 – Transfer to Checking	\$4,400.00
10/20/17 Deposit – Water	\$1,258.50
10/27/17 Deposit – Water	\$350.50
10/31/17 Deposit – Water	\$1,129.00
10/31/17 Interest	\$11.15
11/10/17 Deposit – Water	\$796.00
Balance in Account Prior to Meeting:	\$90,161.60
11/13/17 Ck# 9005 – Xfer to checking	\$3,400.00
Ending Money Market Balance:	\$86,761.60

Money Market Account – Infrastructure Fund end of last meeting:	\$133,888.39
09/30/17 Interest	\$22.01
10/31/17 Interest	\$22.75
Ending Money Market – Infrastructure Fund Balance:	\$133,933.15

Money Market Account – Pump Replacement end of last meeting:	\$5,270.42
09/30/17 Interest	\$0.52
09/30/17 Interest	\$0.54
Ending Money Market – Pump Replacement Account Balance:	\$5,271.48

Checking Account Balance end of last meeting:	\$7,183.20		
10/11/17 Ck# 9004 – Stone Gate (October bills) – Deposit	\$4,400.00		
<u>Check #</u>	<u>Payee</u>	<u>Purpose</u>	<u>Amount</u>

AUTO	Powder River Energy	3126125 8/28-9/29/17	\$1,384.80
AUTO	Powder River Energy	8443000 8/28-9/29/17	\$440.51
2205	Cathey Consulting	Inv. 4108 – Sep. Admin/Books/postage	\$455.45
2206	Hawkins, Inc.	Inv. 4139763 – Chlorine \$5.00	\$345.50
		Inv. 4149626 – Chlorine \$340.50	
2207	One Call of Wyoming	Inv. 46408 – July, Aug., Sep. tickets	\$10.50
2208	Postmaster	Annual box fee	\$70.00
2209	Water Guy, LLC	Inv. 2017-999 – Sep. Oper./Meters	\$936.50
2210	Daren & Tammy Krei	Refund credit balance	\$207.83
2211	9S Consulting, LLC	Self-Audit for 7/1/16 – 6/30/17	\$500.00
TOTAL:			\$4,351.09

Checking Account Balance Prior to Current Meeting: \$7,232.11

Bills Paid At The Meeting:

Check #	Payee	Purpose	Amount
AUTO	Powder River Energy	3126125 9/29/17-10/26/17	\$338.27
AUTO	Powder River Energy	8443000 9/29/17-10/26/17	\$93.19
2212	Andy Andrews	Refund credit balance	\$90.00
2213	Dwayne & Danielle Dillinger	Refund credit balance	\$12.00
2214	Stephen & Kathryn Straight	Refund credit balance	\$7.00
2215	Cathey Consulting	Inv. 4163 – Sep. Adm/Books/postage \$440.68	\$467.04
		Inv. 4129 – Cert. letters \$26.36	
2216	Hawkins, Inc.	Inv. 4160887 – Chlorine \$5.00	\$347.00
		Inv. 4170622 – Chlorine \$342.00	
2217	Water Guy, LLC	Inv. 2017-1061 – Sep. locates \$62.00	\$1,996.51
		Inv. 2017-1041 – Aug. locates \$93.00	
		Inv. 2017-1154 – Water tank repair \$905.01	
		Inv. 2017-1138 – Oct. Oper./Meters \$936.50	
TOTAL:			\$3,351.01

11/13/17 Ck# 9005 – Stone Gate – Deposit \$3,400.00

Checking Account Balance End of Meeting: \$7,281.10

Receivables were reviewed and discussed.

IV. Unfinished Business

- a. New construction – None at this time.
- b. Road Connecting to Red Hills – No action or update.
- c. Self-Audit – The Local Government Annual Report Summary for Fiscal Year ending 6/30/17 was signed and will be submitted to the state along with the Proof of Cash completed by Helenanne Cathey and self-audit completed by Crystal Ninas. The Internal Control Evaluation Worksheet was completed and signed and will also be submitted to the state.
- d. Director Election (March 20, 2018 – Daigle, Schmitz) – The first ad will run November 22, 2017. Applications to be on the ballot are due between December 20th and January 9th.

V. New Business

- a. Roads – John Poloncic came to the meeting to discuss the roads with the Board and in particular his concerns on Stone Trail. His concern is the mud. Three years ago when rock was put down, the road was worse after putting the rock down than it was before. Bobby Schmitz explained the process the District uses. The District relies greatly on the guidance of the County. The County is reluctant to pull much up from the shoulders because it will pull up dirt and weeds and mud clots. Is there another material that we could use? Would crushed concrete be better? The concern is that all we are driving on is fines – the aggregate has worked down, so the fines on top make it muddy. He suggested a good grader operator could work up the roads. He suggested the District do a survey of sections of the road – dig down to see what’s there. Whatever material the District might add (clean limestone or crushed concrete were discussed), it was suggested that it is mixed in with what is there – not just laid on top of the existing material. It needs to be worked in.

There was discussion on rates. The rates have not changed in years. Should there be a one-time assessment to get the roads in shape or raise the rates overall? What are the priorities – water? Road quality?

Because any road work won't be done until spring, the consensus is to send out a survey to residents to see what people want. Dave Daigle and Helenanne Cathey will draft a survey for the District which will be e-mailed to residents.

There was discussion on the speeding on Stone Trail. John Poloncic asked the Board to consider allowing him to put in speed bumps. It was suggested that the County be contacted to patrol the area more extensively before putting in speed bumps.

- b. Charlotte Terry reported that the County Planner told the people that are new to the area but are not in Stone Gate Estates that they will need to put in mailboxes that match the Stone Gate Estates boxes, and they will have to pay for them themselves. This will not be a cost to the District.

VI. Date for next regular meeting – Monday, January 8, 2018, 7:00 p.m.

VII. Meeting adjourn – Charlotte Terry moved to adjourn the meeting. Bobby Schmitz seconded. The meeting adjourned at 8:16 p.m.

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

REGULAR MEETING: MONDAY, JANUARY 8, 2018, 7:00 P.M.

**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.waterguywyoming.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)