

Stone Gate Estates Improvement & Service District
Regular Meeting
MINUTES
Monday, November 13, 2023, 9:00 a.m.
Office of Cathey Consulting, 400 South Gillette Avenue, Suite 106, Gillette

BOARD MEMBERS PRESENT: Travis Given, Bobby Schmitz
 BOARD MEMBERS NOT PRESENT: Jodi Schilling
 OTHERS PRESENT: Helenanne Cathey

Bobby Schmitz called the meeting to order at 9:20 a.m.

- I. Water System Update** – The water system information was reviewed. Bobby Schmitz noted a thank you to Travis Given for overseeing the water tank recoating project. We got a good price, and it looked like the contractor did a really good job. The project is complete, and we should be good for a long time to come. Bobby Schmitz will call or e-mail Water Guy regarding the request Water Guy sent out for pictures of everyone’s water service line where it comes into the house for the lead and copper surveying
- II. Minutes / Treasurer’s Report** – Travis Given moved to approve the September 11, 2023, regular meeting minutes and the August 16, 2023, special 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 \$60,000.00 from the money market to checking account. Bobby Schmitz seconded. Motion carried unanimously.

WyoStar I Account – Balance End of Last Meeting:	\$48,995.48	
08/31/23 Interest	\$170.98	
09/30/23 Interest	\$174.77	
Ending WyoStar Account Balance:		\$49,341.23

WyoStar II Account – Balance End of Last Meeting:	\$251,296.43	
08/31/23 Interest	\$33.66	
09/30/23 Interest	\$237.05	
Ending WyoStar II Account Balance:		\$251,567.14

Money Market Account Balance end of last meeting:	\$93,423.36	
9/1-9/11/23 Deposits – Water	\$93.97	
Adjusted Balance Forward:	\$93,517.33	
9/12-9/30/23 Deposits – Water	\$5,662.80	
9/22/23 Deposit Correction	-\$0.66	
9/30/23 Interest	\$82.79	
10/06/23 Deposit –Xpress Bill P	\$2,336.30	
10/10/23 Deposit – Assessments	\$3,600.00	
10/01-10/31/23 Deposits – Water	\$5,157.34	
10/31/23 Interest	\$94.17	
11/07/23 Xpress bill pay deposit	\$1,895.36	
Balance in Account Prior to Meeting:		\$112,345.43
Ck# 9061 Transfer to Checking:	\$60,000.00	
Balance in Account End of Meeting:		\$52,345.43*

***Balance does not reflect any water overage payments since the end of the prior month
 Except for Xpress bill pay deposit (if applicable)**

Checking Account Balance end of last meeting:	\$6,114.45	
10/16/23 Bills:		

Check #	Payee	Purpose	Amount	Amount
AUTO PAY	Powder River Energy	Acct 3126125 9/1-10/1/23	\$1,195.78	\$1,486.88
AUTO PAY	Powder River Energy	Acct 8443000 9/1-10/1/23	\$291.10	
2573	Cathey Consulting	Inv. 7270 – Sept. Admin/Books/post.		\$630.00
2574	City of Gillette	Bill 1731889 – 9/4-10/3/23 Regional water/135,000 gal.		\$904.65
2575	Hawkins, Inc.	Inv. 6575692 – Chlorine \$456.26		\$466.26
		Inv. 6579128 – Chlorine \$10.00		
2576	One-Call of Wyoming	Inv. 68910 – July – Sept., 2023 Locates		\$7.50
2577	US Postal Service	Annual Box Fee		\$210.00
2578	Water Guy	Inv. 2023-974 – Sept. Oper./Meters/Billing		\$1,679.60
TOTAL:				\$5,384.89
Checking Account Balance Prior to Meeting:				\$729.56

Bills Paid at This Meeting:

Check #	Payee	Purpose	Amount	Amount
AUTO PAY	Powder River Energy	Acct 3126125 10/1-11/1/23	\$622.61	\$980.79
AUTO PAY	Powder River Energy	Acct 8443000 10/1-11/1/23	\$358.18	
2579	Cathey Consulting	Inv. 7321 – Sept. Admin/Books/postage		\$630.00
2580	City of Gillette	Inv. 1749317 – Regional water 10/3-10/31 1,000 gal.		\$490.59
2581	Energy Laboratories	Inv. 593647 – Water Testing		\$53.00
2582	Extreme Precision	Inv. 3019 Sandblast and recoat 2 water tanks		\$28,331.50
	Indust. Contractors	apply coatings required by AWWA M42 and NSF61		
2583	Extreme Precision	Inv. 1689 – Replace insulation for 4” and 6” pipe		\$1,250.00
	Scaffolding	coming from tank		
2584	Hawkins, Inc.	Inv. 6602977 – Chlorine		\$10.00
2585	Melgaard Construction	Inv. 39878 – Blade roads 10/17/23		\$3,411.00
2586	Water Guy	Inv. 2023-1082 – October Oper./Meters/Billing		\$1,679.60
TOTAL:				\$36,836.48
Transfer from Money Market:		\$60,000.00		
Checking Account Balance End of Meeting:				\$23,893.08

IV. Unfinished Business

- a. Review customer / construction issues - None
- b. Water Tank Coating – The project is complete. Bills were received from Extreme Precision but not from Water Guy yet. The work for the insulation that is on the Extreme Precision Scaffolding bill wasn't specified in the original grant application but it was an issue found during the project and fixed. It will be submitted on the County grant. The pay request to the County will be submitted when the bill is received from Water Guy.
- c. Lead and Copper Rule / Service Lines Inventory – No update.
- d. Roads - Melgaard Construction bladed the roads. There are a few potholes coming back and a comment was made that maybe next time a water truck should be used. A homeowner sent an e-mail asking when Stone Trail was going to be addressed. Stone Trail is next on the list to receive rock. Last time Stone Trail was done, crushed river rock was used as an alternative because there had been complaints on the limestone that was being used on the roads. The homeowners on that street were consulted and they liked the idea of using the river rock. The river rock hasn't been near as good as the limestone, so the consensus is to use limestone this time on that street just like the rest of the streets in the District. The homeowner that sent the e-mail was contacted before Melgaard did the blading and was given Melgaard's phone number so that they could address their specific concerns directly with the contractor.
- e. 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.

V. New Business

- a. County 2023-24 Road and District Support Incentive Program (RoADS Program) – The County has offered an economic incentive for special districts to merge or enlarge to include different properties. The Board doesn't feel it applies to Stone Gate because there aren't other developments to add into the District. There isn't any interest in being included in the program.

- b. Bank Draft (auto payment) for City of Gillette monthly bill – Travis Given moved to sign up for the auto draft payments going forward with the City of Gillette bills. Bobby Schmitz seconded. Motion carried unanimously.
- c. Visionary Communications is applying for a grant to run fiber-optic along Force Road and Highway 50, and requested letters of support for their grant application. Bobby Schmitz moved to ratify a letter sent in support of Visionary Communications in their application for a grant to help fund new Fiber-to-the-Home services in and around Gillette. Travis Given seconded. Motion carried unanimously.

VI. Upcoming Meetings – Monday, January 8, 2024, 9:00 a.m. (Regular Meeting)

2024 Meetings:

Mon., Jan. 8, 2024, 9:00 a.m. 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 South Gillette Avenue, Suite 106
 (K² Technologies Building, Suite 106) – Entrance is on 4th Street

VII. Meeting adjourn – Travis Given moved to adjourn the meeting. Bobby Schmitz seconded. The meeting adjourned at 9:35 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