

Stone Gate Estates Improvement & Service District
Regular Meeting
MINUTES

Monday, November 14, 2016, 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, Shirra Bohlender

Dave Daigle called the meeting to order at 7:00 p.m. The October usage was available and added to the agenda. Two items were added under New Business – 1) Dave Daigle will provide a report on his visit to the Wyoming Water Development Commission meeting and 2) Bobby Schmitz will provide an update on the lots east of Stone Place that are affected by Dawson 3D Seismic project.

I. Water System Update –

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.

- 1) Insurance claim on Well #2 repairs – Dave Daigle reported that Billy Williams had the pump sent in for testing. It was a mechanical failure and not a lightning strike. It was beyond the warranty time period so the manufacturer would not warranty it. Mechanical failure is not covered by the insurance. The case was closed with the insurance company.
- 2) Meter Readings – There were problems with the radio read meters that were installed last summer. The company that sold the meters to Water Guy for the District provided a meter conversion factor which Bobby Schmitz used to recalculate the meter readings for October, 2015, April, 2016, May, 2016, June, 2016, July, 2016, and August, 2016. Water Guy replaced the faulty meters this September (2016), so the September and October, 2016 meter readings are accurate and are ready to bill. Helenanne Cathey will prepare billing statements to send to landowners. An explanation of the issues will be sent to those with water overages. Bobby Schmitz will draft a letter to send to homeowners along with the billing.
- 3) Reverse Dial system (Reverse 911) – Charlotte Terry explained that the District can use a Reverse 911 system. The District would need to send a letter out requesting specific information from each user. A letter will be mailed to homeowners. People can specify how to get the Reverse 911 message (e-mail, text, phone). Charlotte Terry will draft a letter.
- 4) DOWL is working on the Stone Gate tie in to the regional system. At the last meeting, there was discussion on getting an additional tank. Some of the following will be discussed with DOWL or the City at a later date. Helenanne Cathey will call DOWL and see if someone will attend the next meeting.
 - a. What rate (gpm) has been designed for Stone Gate – The regional system is designed for 70 gpm.
 - b. Where will the interconnect be made. We need it at our tanks.
 - c. What is the current date for Stone Gate to be connected.
 - d. Will there be any costs to Stone Gate.
 - e. Proposal for a new tank and a solution to the iron problem
- 5) Begin preparation of a billing structure for water delivered from the County system. Bobby Schmitz will prepare a draft for the next meeting.
- 6) Standard wording for emergency water situations (Level I – restricted to household use and Level II – to just absolutely necessary household use (no laundry, etc.) – Bobby Schmitz drafted standard alert messages that can be used. Water Guy information will be included in the messages.
- 7) 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 will be discussed in the coming months.

II. Minutes / Treasurer's Report – Charlotte Terry moved to approve the minutes for the September 12, 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 \$5,037.38 and transfer \$5,000 from the money market account to the checking account. Charlotte Terry seconded. Motion carried unanimously.

Money Market Account Balance end of last meeting:		\$75,431.38	
09/16/16	Deposit	\$200.00	
09/30/16	Interest	\$10.24	
10/11/16	Deposit – Grant	\$8,460.30	
10/11/16	Ck# 150 – Xfer to checking		\$14,400.00
10/12/16	Deposit	\$1,440.00	
10/31/16	Interest	\$6.15	
11/09/16	Deposit – Assessments	\$14,880.00	
Balance in Account Prior to Meeting:			\$86,028.07
09/12/16	Ck# 151 – Xfer to checking	\$5,000.00	
Balance in Account End of Meeting:			\$81,028.07

Money Market Account – Infrastructure Fund end of last meeting:		\$125,177.08	
08/31/16	Interest	\$11.79	
09/30/16	Interest	\$12.57	
10/31/16	Interest	\$13.79	
Ending Money Market – Infrastructure Fun/d Balance:			\$125,215.23

Money Market Account – Pump Replacement end of last meeting:		\$25,263.26	
09/30/16	Interest	\$1.91	
10/10/16	Funds Xfer		\$20,000.00
10/31/16	Interest	\$0.93	
Ending Money Market – Pump Replacement Account Balance:			\$5,266.10

Checking Account Balance end of last meeting:		\$7,281.02	
10/10/16	Transfer from Pump Replacement		\$20,000.00
10/10/16	Ck# 150 – Stone Gate (October bills) – Deposit		\$14,400.00
Check #	Payee	Purpose	Amount
AUTO	Powder River Energy	3126125 8/10/16-9/10/16	\$1,105.82
AUTO	Powder River Energy	8443000 8/10/16-9/10/16	\$681.34
2151	Cathey Consulting	Inv. 3590 – Sept. Admin/Books/postage	\$432.68
2152	Postmaster	Annual box fee	\$66.00
2153	Red Tiger Well Svc.	Inv. 1854 – Well Repairs	\$29,921.45
2154	Water Guy, LLC	Inv. 2016-953 – Water Emergency	\$618.75
		Inv. 2016-962 – Replace curbstop	\$562.05
		Inv. 2016-1025 – Sept. Oper./Meters	\$936.50
TOTAL:			\$34,324.59
Checking Account Balance Prior to Current Meeting:		\$7,356.43	

Bills Paid At Meeting:			
Check #	Payee	Purpose	Amount
AUTO	Powder River Energy	3126125 9/10/16-10/30/16	\$1,043.26
AUTO	Powder River Energy	8443000 9/10/16-10/30/16	\$133.26
2155	Cathey Consulting	Inv. 3643 – Oct. Admin/Books/Postage	\$425.94
2156	Hawkins, Inc.	Inv. 3960295 – Chlorine	\$5.00
		Inv. 3969211 – Chlorine	\$331.00
		Inv. 3973814 – Chlorine	\$5.00
2157	Larry Cathey	Inv. 2016-006 – Self-Audit	\$75.00
2158	One-Call of Wyoming	Inv. 42884 – July, Aug. & Sept. tickets	\$24.00
2159	ProElectric, Inc.	Inv. 20160935 – Contactor, lamp in beacon	\$2,058.42
2160	Water Guy, LLC	Inv. 2016-1137 – Oct. water oper./meters	\$936.50
TOTAL REGULAR BILLS APPROVED:			\$5,037.38
Approved Later in the Meeting:			
Ck# 2161	Dave Daigle	Reimburse travel expenses	\$69.18
11/14/16	Ck# 151 – Stone Gate (November bills) – Deposit		\$5,000.00
Checking Account Balance End of Meeting:			\$7,249.87

Receivables were reviewed.

IV. Unfinished Business

- a. Construction requests. Shirra Bohlender presented a construction project request. The signatures were gathered as required. Shirra Bohlender explained the project, and plans from the construction contractor were reviewed. Charlotte Terry moved to approve the modifications as presented for the property at 8701 Stone Field Court. Bobby Schmitz seconded. Motion carried unanimously. A letter was signed for the County.
- b. Road Connecting to Red Hills – No action or updated 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.)
- c. The self-audit was completed by Larry Cathey. It was reviewed. The final report was completed and signed and will be submitted to the State as required.

V. New Business

- a. Dave Daigle reported that he went to Casper with Levi Jensen from the City of Gillette to attend a Wyoming Water Development Commission meeting for water project funding. The City was there for the grant for the regional extension for Eight Mile, Rock Road and Stone Gate. It looks like the WWDC will approve the funding for that extension. Dave Daigle will call Levi Jensen to see if he can get answers to the questions listed above under the Water System Update (#4 and #7). Dave Daigle attended the meeting in Casper – he drove his own vehicle and spent the better part of a whole day there. Charlotte Terry moved to reimburse Dave Daigle for the expense of the trip in the amount of \$69.18 for which he has receipts. Bobby Schmitz seconded. Motion carried with Charlotte Terry and Bobby Schmitz voting aye. Dave Daigle abstained from the vote. Bobby Schmitz and Charlotte Terry thanked Dave Daigle for taking the day and going to Casper and representing the District.
- b. Dawson Geophysical 3D Seismic Project (East of Stone Place) – Bobby Schmitz reported that Dawson Geophysical is completing a 3D Seismic of the Stone Gate area to the east of Stone Place, covering all of Stone Gate Estates Phase I and half of Phase II (24 square miles). They are getting signatures / approvals from landowners for the project. The man from Dawson was invited to come and speak to the Board and answer any questions, but he had everyone signed up, so he didn't feel it necessary to come to the meeting. If anyone has any questions, feel free to call Bobby Schmitz for contact information.
- c. There was discussion on the roads and specifically an area on Stone Trail that is pretty muddy. There are a few other problem areas that could be addressed next year. Bobby Schmitz will take a look at the area the next time it gets wet.

VI. **Date for next meeting** – Monday, January 9, 2017, 7:00 p.m. (Regular Meeting)

VII. **Meeting adjourn** – Charlotte Terry moved to adjourn the meeting. Bobby Schmitz seconded. The meeting adjourned at 8:21 p.m.

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

MONDAY, JANUARY 9, 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.

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)