

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

Monday, September 10, 2018, 7:00 p.m.

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

BOARD MEMBERS PRESENT: Dave Daigle, Charlotte Terry, Bobby Schmitz (joined by telephone)

OTHERS PRESENT: Helenanne Cathey

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

- I. Water System Update** – The water system information was reviewed and discussed. Charlotte Terry is working on the reverse 911 system.
- II. Minutes / Treasurer’s Report** – Charlotte Terry moved to approve the minutes for the July 9, 2018, budget hearing and regular meeting as presented. Bobby Schmitz seconded. Motion carried unanimously.
- III. Treasurer’s Report** – Charlotte Terry moved to accept the Treasurer’s Report as presented and transfer \$3,500 from the money market account to the checking account to pay the bills of \$3,456.70. Bobby Schmitz seconded. Motion carried unanimously.

Money Market Account Balance end of last meeting:		\$134,209.90
07/10/18	Deposit – Water	\$134.00
07/20/18	Deposit – Water	\$193.85
07/24/18	Deposit – Water	\$254.00
07/27/18	Deposit – Water	\$157.00
07/31/18	Interest	\$40.34
08/01/18	Deposit – Water	\$221.00
08/10/18	Deposit – Assessments	\$1,026.53
08/13/18	Ck# 9014 – Transfer to Checking:	\$3,400.00
08/14/18	Deposit – Water	\$850.16
08/21/18	Deposit – Water	\$851.00
08/21/18	Deposit – Water	\$2,378.00
08/23/18	Deposit – Water	\$787.00
08/30/18	Deposit – Water	\$522.50
08/31/18	Interest	\$40.45
09/07/18	Deposit – Water	\$395.00
09/11/18	Deposit – Water	\$383.00
Balance in Account Prior to Meeting:		\$139,043.73
09/10/18	Ck# 9015 – Xfer to checking	\$3,500.00
Ending Money Market Balance:		\$135,543.73

Money Market Account – Infrastructure Fund end of last meeting:		\$134,142.18
07/31/18	Interest	\$39.88
08/31/18	Interest	\$39.89
Ending Money Market – Infrastructure Fund Balance:		\$134,221.95

Money Market Account – Pump Replacement end of last meeting:		\$5,276.15
07/31/18	Interest	\$0.90
08/31/18	Interest	\$0.90
Ending Money Market – Pump Replacement Account Balance:		\$5,277.95

Checking Account Balance end of last meeting:		\$7,551.44
07/30/18	Powder River Energy Auto Pay 3126125 5/29-6/26	\$1,024.60
07/30/18	Powder River Energy Auto Pay 8443000 5/29-6/28	\$136.96
08/13/18	Ck# 9014 – Stone Gate – Deposit	\$3,400.00
<u>Check #</u>	<u>Payee</u>	<u>Purpose</u>
		<u>Amount</u>

AUTO PAY	Powder River Energy 3126125	6/26-7/28/18	\$1,400.21
AUTO PAY	Powder River Energy 8443000	6/28-7/29/18	\$210.32
2250	Cathey Consulting	Inv. 4537 – July Admin/Books/postage	\$468.50
2251	Hawkins, Inc.	Inv. 4311722 – Chlorine \$10.00	\$359.50
		Inv. 4324942 – Chlorine \$344.50	
		Inv. 4331107 – Chlorine \$5.00	
2252	Water Guy, LLC	Inv. 2018-650 – July Oper./Meters	\$938.50
TOTAL:			\$3,377.03

Checking Account Balance Prior to Current Meeting: \$6,412.85

Bills Paid at Current meeting:

Check #	Payee	Purpose	Amount
AUTO PAY	Powder River Energy 3126125	7/28/18-8/28/18	\$943.05
AUTO PAY	Powder River Energy 8443000	7/29/18 – 8/28/18	\$673.65
2253	Cathey Consulting	Inv. 4578 – Aug. Admin/Books/postage	\$492.00
2254	Hawkins, Inc.	Inv. 4345426 – Chlorine	\$344.50
2255	Water Guy, LLC	Inv. 2018-803 – Aug. locates \$65.00	\$1,003.50
		Inv. 2018-770 – Aug. Oper./Meters \$938.50	
TOTAL:			\$3,456.70

09/10/18 Ck# 9015 – Stone Gate – Deposit \$3,500.00

Checking Account Balance End of Meeting: \$6,456.15

Receivables were reviewed and discussed.

IV. Unfinished Business

- a. Review customer / construction issues
 - i. For minutes: Project Actions: None at this time.
- b. Road Work – The County approved the grant application as submitted on August 8th. The grant agreement was reviewed and signed. Bobby Schmitz reported that the project will start the week of October 1st. They will shape and put the crown back in all of the roads Monday through Wednesday. Thursday and Friday they will be putting down rock. Dave Daigle reported that Kevin King with the County was very complimentary to the District for how well the roads are maintained and how organized things are. A word of thanks to Kent Terry for keeping an eye on the roads while Bobby Schmitz is out of town for a bit. There was discussion on whether or not it is beneficial to put mag chloride down on the roads this late in the season. Bobby Schmitz explained that it is still beneficial – especially with the new rock going down. We also stay pretty dry all year. The District does a half application of the mag chloride.
- c. Covenants violation – A letter was sent to a landowner after the last meeting regarding a business run out of a residence which was a violation of covenants. The landowner said that they have resolved the issue and the business is no longer being run from the residence. This item will be removed from the agenda.

V. New Business

- a. Annual reporting – A self-audit is not required this year due to the level of revenue and expenditures falling below \$100,000, which is the level at which the self-audit is required. However, normally, the District is required to have the self-audit. Bobby Schmitz moved to go ahead with the self-audit for this last fiscal year using 9S Consulting, the same person that did the self-audit last year for a cost of \$500. Charlotte Terry seconded. Motion carried unanimously. The Board feels it is the responsible thing (due diligence) to do the self-audit annually.
- b. THANK YOU to those people that have been doing the mowing around the mailboxes and along the roads. It is greatly appreciated!
- c. A sign was posted regarding the One Percent. The District Support Grant program that the District uses regularly is funded through the One Percent. Stone Gate has received \$29,824 over the past four years and \$70,002 over the past eight years. In addition, the County approved a grant in August for \$31,672. This program is very beneficial to Stone Gate.

VI. **Date for next regular meeting** – Monday, November 12, 2018, 7:00 p.m. (Regular Meeting)

VII. **Meeting adjourn** – Charlotte Terry moved to adjourn the meeting. Bobby Schmitz seconded. The meeting adjourned at 7:10 p.m.

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

BUDGET HEARING / REGULAR MEETING: MONDAY, NOVEMBER 12, 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.wateryuywoming.com for a link and for other information.**

Respectfully submitted,

Helennane 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)