

Stone Gate Estates Improvement & Service District
Regular Meeting
MINUTES

Monday, September 14, 2020, 7:00 p.m.

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

BOARD MEMBERS PRESENT: Bobby Schmitz,
Charlotte Terry (Replaced by Jodi Schilling at the end of the meeting)
Travis Given (appointed at this meeting)

OTHERS PRESENT: Helenanne Cathey, Lorene Schmitz, Rich Robertson, Summer Robertson

Bobby Schmitz called the meeting to order at 7:00 p.m.

- I. Board Member Resignation** – Dave Daigle submitted a letter of resignation effective August 14, 2020. Bobby Schmitz moved to accept Dave Daigle’s resignation from the Board of Directors. Charlotte Terry seconded. Motion carried unanimously. Bobby Schmitz moved to appoint Travis Given to the vacant director position on the Board of Directors. Charlotte Terry seconded. Motion carried unanimously. Travis Given completed the oath and took a seat with the Board of Directors.
- II. 7701 Stone Crest Drive / 40 acre (actually slightly less than 40 acres) parcel split into two parcels** – Rich and Summer Robertson provided a map of their lot and discussed their request for a proposed split for their lot. The County required them to get an approval from the District before the County will consider their request. There was discussion on water service. Bobby Schmitz explained that the original plats and formation provided water to the original parcels. The covenants state that there is to be no subdivision of the original lots. There was some debate on the interpretation of this sentence in the covenants and whether it says a lot cannot be subdivided or if it can’t be subdivided if it’s less than 20 acres. Board members interpret it to say that a lot cannot be subdivided. The lot is currently less than 40 acres, so dividing it in half would leave one lot with less than 20 acres. Robertson’s explained that they are trying to vacate a section of road which they were told would give land back to them so the divided parcels would be 20 acres or more. Several at the meeting expressed their concern and doubts that the County would actually vacate a road. They didn’t allow any vacation when Red Hills was being developed.

Board members expressed their concerns that the covenants do not authorize the Board of Directors to approve a request to subdivide a lot. The Board’s understanding is that this request to subdivide an existing platted lot is a request to amend the covenants. Bobby Schmitz reported that he talked to an attorney regarding the issue, and that was the conclusion drawn from that conversation. The Board’s concern is not just this particular lot, it is any future request. If there is anything done that would open up further lot divisions, the Stone Gate Estates Improvement and Service District does not have enough water to provide water to additional lots. Board members expressed concern that allowing this lot to subdivide opens the door to other lots subdividing, and the District’s water system cannot support that. There are some lots that are fewer than 20 acres, and there are some lots that are larger than 20 acres (40 acres, 60 acres) in Stone Gate Estates. The Board is concerned about allowing any subdividing of any lots, regardless of the size of the lots.

The question was asked if there was a motion to give permission to allow subdividing of this lot. Although not her recommendation, Charlotte Terry moved that the Board endorse the request to pursue splitting Tract 40 into two approximately 20 acre separate lots. Travis Given seconded. Charlotte Terry requested that it go on the record that she is concerned about approving additional lots with our current water restrictions. Bobby Schmitz expressed his concerns that the County told the Robertsons that they could vacate a road to add more acreage onto the lot to allow two independent 20-acre parcels as the County refused to allow vacating a road in the past. Motion failed with all Board members voting against the motion.

- III. Water System Update** – The water system information was reviewed. Bobby Schmitz reported that he talked to Duaine Faucett today. The system is running fine. The regional water kicks on automatically if the tank falls below a certain level, and Bobby Schmitz is trying to find out if the City can somehow notify the District when regional water kicks on. Every Stone Gate Estates owner gets a bill when regional water is used, and it would be good if people could be notified when regional water is being used.

IV. Minutes / Treasurer's Report – Charlotte Terry moved to approve the minutes for the July 13, 2020, budget hearing and regular meeting as amended with one correction – the checking account balance at the end of the meeting was \$6,288.01 and not \$6,288.11. Travis Given seconded. Motion carried unanimously.

V. Treasurer's Report – Charlotte Terry moved to accept the treasurer's report and pay bills for an amount of \$6,659.31, omitting any payment on the bill from Kathryn Straight for \$1,373.83, and transfer \$6,600 from the money market account to the checking account. (The payment to Ms. Straight was omitted because this reimbursement was not approved for reimbursement prior to the bill being submitted.) Travis Given seconded. Motion carried unanimously.

Money Market Account Balance end of last meeting:			\$53,524.89
07/17/20	Deposit	\$146.00	
07/24/20	Deposit	\$10.00	
07/30/20	Deposit	\$198.00	
07/30/20	Deposit	\$780.00	
07/31/20	Interest	\$8.57	
08/06/20	Deposit	\$579.00	
08/07/20	Deposit	\$176.00	
08/10/20	Ck# 9039	Transfer to Checking	\$5,300.00
08/11/20	Deposit	\$757.50	
08/12/20	Deposit-Assessments	\$3,404.66	
08/13/20	Deposit	\$96.00	
08/13/20	Deposit	\$780.00	
08/20/20	Deposit	\$1,431.47	
08/28/20	Deposit	\$266.00	
08/31/20	Interest	\$5.69	
09/04/20	Deposit	\$469.56	
09/10/20	Deposit	\$1,445.34	
09/14/20	Deposit	\$536.81	
Balance in Account Prior to Meeting:			\$59,315.49
09/14/20	Ck# 9040	Transfer to Checking	\$6,600.00
Ending Money Market Account Balance:			\$52,715.49
WyoStar I Account – Balance End of Last Meeting:			\$47,034.95
06/30/20	Interest	\$29.56	
07/31/20	Interest	\$16.69	
08/31/20	Interest	NO STATEMENT YET	
Ending WyoStar Account Balance:			\$47,081.20
WyoStar II Account – Balance End of Last Meeting:			\$190,759.94
06/30/20	Interest	\$345.39	
07/31/20	Interest	\$361.30	
08/31/20	Interest	NO STATEMENT YET	
Ending WyoStar II Account Balance:			\$191,466.63
Checking Account Balance end of last meeting:			\$6,288.11
Corrected Balance Forward:			\$6,288.01
08/10/20	Ck# 9038 –	Transfer from Money Mkt:	\$5,300.00
Check #	Payee	Purpose	Amount
AUTO PAY	Powder River Energy	Acct 3126125 7/1-8/1/20	\$1,577.55
AUTO PAY	Powder River Energy	Acct 8443000 7/1-8/1/20	\$128.40
2365	Cathey Consulting	Inv. 5592 – July Admin/Books/post.	\$633.55
2366	City of Gillette	Bill 1088183 – Regional water 7/1-8/3 (130,000 gal.)	\$813.80
2367	Energy Laboratories	Inv. 325276 – Testing	\$1,232.00
2368	Hawkins, Inc.	Inv. 4760628 – Chlorine	\$5.00
2369	Water Guy, LLC	Inv. 2020-173 – July Oper./Meters	\$938.50
TOTAL:			\$5,328.80

Checking Account Balance Prior to Current Meeting: \$6,259.21

Bills Paid at Meeting:

Check #	Payee	Purpose	Amount
AUTO PAY	Powder River Energy	3126125 8/1-9/1/20	\$1,828.73
AUTO PAY	Powder River Energy	8443000 8/1-9/1/20	\$139.75
2370	Bobby Schmitz	Reimburse for copies of plats from Clerk's office	\$30.00
2371	Cathey Consulting	Inv. 5641 – Aug. Admin./Bookkeeping/Postage	\$625.60
2372	City of Gillette	Bill 1105108 – Regional water 8/3-9/1 (248,000 gal)	\$1,168.98
2373	Energy Laboratories	Inv. 334938 – Testing	\$302.00
2374	Hawkins, Inc.	Inv. 4773568 – Chlorine	\$669.50
2375	Water Guy, LLC	Inv. 2020-293 – Repair chlorine system \$956.25	\$1,894.75
		Inv. 2020-252 – Aug. Water Oper. \$938.50	
TOTAL:			\$6,659.31
09/14/20	Transfer from Money Market Account:		\$6,600.00
Checking Account Balance End of Meeting:			\$6,199.90

Bill denied:

Kathryn Straight – Remove & replace broken corner posts & poles-corner of Stone Place Ave & Force Rd \$1,373.83

Receivables were reviewed.

VI. Unfinished Business

- a. Review customer / construction issues –
 - i. Charlotte Terry moved to approve the construction projects submitted by Brian Hokanson from 5301 Stone Place Avenue (shop and attached room) and Jodi & Trevor Schilling at 6000 Stone Place (replace roof and add extension on building). Travis Given seconded. Motion carried unanimously.

VII. New Business

- a. Customer Billing / Receivables – The consensus of the Board is that the monthly billing will be sent out after the City's regional bill is received for that approximate time period. The District previously billed near the end of the month after meter readings were received and input, but the City's bill isn't received until around the 5th of the following month. Statements will be sent after the regional billing is calculated and added to statements. A number of bills are really low, and it doesn't make sense to send out a statement for some of these accounts. The consensus is to send a statement only if the account balance is \$20 or more. If someone's balance is below that, a statement will not be sent monthly.
- b. Charlotte Terry moved to have Helenanne Cathey contact Crystal Ninas to schedule her to complete the self-audit required for the annual reporting for the Department of Audit. Travis Given seconded. Motion carried unanimously.
- c. The annual report was signed to submit to the Department of Audit along with the Proof of Cash completed by Helenanne Cathey and the self-audit when it has been completed. The information is due to the state by October 31st, and the Board won't meet again until November. The reporting will be available for review at the November meeting and will be kept on file.
- d. Bobby Schmitz suggested doing a fall road blading again this year. Travis Given moved to do the fall road blading for a maximum amount of \$3,000. Charlotte Terry seconded. Charlotte Terry complimented Bobby Schmitz on all of the work that he has been done on the roads and encourages the Board to continue with the annual road maintenance. Motion carried unanimously.
- e. Charlotte Terry submitted a letter of resignation from the Board of Directors, effective today at 8:15 p.m. and thanked everyone for the opportunity to serve the District. They will be relocating to Montana. Travis Given moved to accept Charlotte Terry's resignation. Bobby Schmitz seconded. Motion carried unanimously. Bobby Schmitz acknowledged and thanked Charlotte Terry – she was a great addition and a great asset on the Board.
- f. Travis Given moved to appoint Jodi Schilling to the Board of Directors to fill the vacancy created by Charlotte Terry's resignation. Bobby Schmitz seconded. Motion carried unanimously. Jodi Schilling completed the oath as required and joined the Board at the table.
- g. Jodi Schilling moved to have the following slate of officers: Bobby Schmitz as President, Travis Given as Treasurer and Jodi Schilling as Secretary. Travis Given seconded. Motion carried unanimously. Travis Given moved to update the signature card at the bank and WyoStar with the new officers. Jodi Schilling seconded. Motion carried unanimously.

VIII. Date for next meeting – Monday, November 9, 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

IX. Meeting adjourn – Jodi Schilling moved to adjourn the meeting. Travis Given seconded. The meeting adjourned at 8:18 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.wateryuywoming.com for a link and for other information.**

Respectfully submitted,

Helenanne Cathey, Assistant to the Board of Directors, Stone Gate Estates Improvement & Service District

Robert (Bobby), President (686-0991)

Travis Given, Treasurer

Jodi Schilling, Secretary