

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

Monday, September 9, 2019, 7:00 p.m.

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

BOARD MEMBERS PRESENT: Charlotte Terry, Bobby Schmitz
BOARD MEMBERS NOT PRESENT: Dave Daigle
OTHERS PRESENT: Helenanne Cathey, Peg Chilvers

Charlotte Terry called the meeting to order at 7:02 p.m. The agenda was reviewed and approved as presented.

- I. Water System Update** – The water system information was reviewed.
- II. Minutes / Treasurer’s Report** – Bobby Schmitz moved to approve the minutes for the July 8, 2019, budget hearing and regular meeting as presented. Charlotte Terry seconded. Motion carried unanimously.
- III. Treasurer’s Report** – Bobby Schmitz moved to accept the treasurer’s report and pay the bills as presented for \$3,327.13 and transfer \$3,500.00 from the money market account to the checking account. Charlotte Terry seconded. Motion carried unanimously.

Money Market Account Balance end of last meeting:	\$33,503.59	
Deposits – 7/9/19 – 7/31/19	\$1,392.00	
07/31/19 Interest	\$12.86	
Deposits – 8/1/19 – 8/31/19	\$18,843.56	
08/31/19 Interest	\$16.22	
Deposits – 9/1/19 – 9/09/19	\$1,119.50	
Balance in Account Prior to Meeting:		\$51,687.73
Ck#9028 Transfer to Checking	\$3,500.00	
Balance in Account End of Meeting:		\$48,187.73

WyoStar I Account – Balance End of Last Meeting:	\$21,400.00	
06/30/19 Interest	\$133.17	
Adjusted Balance Forward:		\$21,533.17
07/31/19 Interest	\$84.78	
08/31/19 Interest	NO STATEMENT YET	
Ending WyoStar Account Balance:		\$21,617.95

WyoStar II Account – Balance End of Last Meeting:	\$173,539.08	
06/30/19 Interest	\$219.84	
Adjusted Balance Forward:		\$173,758.92
07/31/19 Interest	\$410.63	
08/31/19 Interest	NO STATEMENT YET	
Ending WyoStar II Account Balance:		\$174,169.55

Checking Account Balance end of last meeting:	\$7,230.06		
7/29/19			
AUTO PAY Powder River Energy Acct 3126125 5/31-6/30/19		\$840.46	
AUTO PAY Powder River Energy Acct 8443000 6/1-6/29/19		\$103.97	
08/12/19 Ck# 9027 – Transfer from Money Mkt:	\$3,200.00		
08/12/19			
<u>Check #</u>	<u>Payee</u>	<u>Purpose</u>	<u>Amount</u>
AUTO PAY	Powder River Energy	Acct 3126125 6/30-7/31/19	\$1,459.48
AUTO PAY	Powder River Energy	Acct 8443000 6/29-7/31/19	\$124.92
2303	Cathey Consulting	Inv. 5068 – July Admin/Books/post.	\$479.15
2304	Energy Laboratories	Inv. 252732 – Testing	\$352.00
2305	Hawkins, Inc.	Inv. 4547811 – Chlorine	\$10.00

2306	Water Guy, LLC	Inv. 2019-626 – July Oper.	\$690.50
TOTAL:			\$3,116.05
Checking Account Balance Prior to Current Meeting:		\$6,369.58	
Bills Paid at Meeting:			
<u>Check #</u>	<u>Payee</u>	<u>Purpose</u>	<u>Amount</u>
AUTO PAY	Powder River Energy	3126125 7/31/19 – 8/31/19	\$1,422.43
AUTO PAY	Powder River Energy	8443000 7/31/19 – 8/31/19	\$127.00
2307	Cathey Consulting	Inv. 5111 – Aug. Admin./Bookkeeping	\$479.70
2308	Hawkins, Inc.	Inv. 4560013 – Chlorine \$354.50	\$359.50
		Inv. 4566601 – Chlorine \$5.00	
2309	Water Guy, LLC	Inv. 2019-710 – Aug. Oper./Meters	\$938.50
TOTAL:			\$3,327.13
09/09/19	Transfer from Money Market Account:		\$3,500.00
Checking Account Balance End of Meeting:			\$6,542.45

Receivables were reviewed.

IV. Unfinished Business

- a. Review customer / construction issues – None.
 - i. Bobby Schmitz moved to approve the letter to the County acknowledging Peg Chilvers at 5200 Stone Gate has met the requirements for construction plans for a new, non-commercial indoor riding arena. Charlotte Terry seconded. Motion carried unanimously.
- b. Building at 7400 Force Road – A concern was noted that a building was constructed without submitting the information to the District. A letter was signed to send to the landowner reminding them that the District requires any construction go through a process with the District as well as a building permit.
- c. Reverse Dial system (Reverse 911) set up – Charlotte Terry is setting up this system.

V. New Business

- a. The Board reviewed, completed and signed the Internal Control Evaluation Worksheet and the Local Government Annual Report Summary to be submitted to the State along with the Proof of Cash completed by Helenanne Cathey and the internal audit to be completed by Chrystal Ninas by the end of October. The paperwork will be submitted to the State by the end of October as required. This will complete the paperwork requirements for fiscal year ending 6/30/19.
- b. Director Election – March, 2020 (Terry – 4 year term) – Bobby Schmitz moved to approve the following legal ad to run on November 20, 2019, to advertise for the director position that will be open in March, 2020, as presented. Charlotte Terry seconded. Motion carried unanimously.

NOTICE OF DIRECTOR ELECTION
STONE GATE ESTATES IMPROVEMENT & SERVICE DISTRICT
CAMPBELL COUNTY, WYOMING

Public Notice is hereby given that on Tuesday, March 17, 2020, an election shall be held for the purpose of electing one Director for a four year term on the Board of Directors for the Stone Gate Estates Improvement & Service District. The election shall be conducted by mail ballot, and anyone entitled to vote shall receive a ballot with a return envelope stating the date and time the ballot must physically be in the hands of the election official. A polling place will be available at Cathey Consulting, 400 South Gillette Avenue, Suite 106, Gillette, on Tuesday, March 17, 2020, between 9:00 a.m. and 2:00 p.m.

Any qualified elector may run for Director by filing an application for election with the Secretary of the District (PO Box 992, Gillette, WY 82717) or with Cathey Consulting (address listed above) between December 18, 2019, and January 7, 2020. The application is available from the office of Cathey Consulting (307-685-8235) or online at www.catheyconsulting.net – click on Election Documents. A qualified elector means a person who is an owner of land within the District, or the person holding record fee title to real property, or a registered voter of the District.

Bobby Schmitz, Secretary / Filing Officer
Stone Gate Estates Improvement & Service District

- c. The regional water connection is being constructed, and Duaine Faucett with Water Guy joined the meeting by telephone and provided an update. Duaine Faucett estimates the project could be done by November, and

he doesn't anticipate any issues with the connection. Everything is going well. There was discussion on the locates. There was discussion on Well No. 1.

VI. Date for next meeting – Monday, November 11, 2019, 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

VII. Meeting adjourn – Bobby Schmitz moved to adjourn the meeting. Charlotte Terry seconded. The meeting adjourned at 7:31 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.wateryuvyoming.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 (406-586-6456)

Robert (Bobby) Schmitz, Secretary (686-0991)