

Stone Gate Estates Improvement & Service District
Regular Meeting
MINUTES
Monday, September 9, 2024, 9:00 a.m.
Office of Cathey Consulting, 400 South Gillette Avenue, Suite 106, Gillette
Revised 9/9/24

BOARD MEMBERS PRESENT: Travis Given, Bobby Schmitz, Tim Volk
 OTHERS PRESENT: Helenanne Cathey

Bobby Schmitz called the meeting to order at 9:04 a.m.

- I. **Water System Update** – The water system information was reviewed. The final well work cost from Red Tiger was \$50,410.50. The total grants received were \$12,602.63. The paperwork for the second grant (agreement, pay request, completion report and affidavit of completion) for the well work was completed and will be submitted to the County to receive payment and close out the grant.
- II. **Minutes / Treasurer’s Report** – Travis Given moved to approve the July 8, 2024, budget hearing and regular meeting minutes as presented. Tim Volk seconded. Motion carried unanimously.
- III. **Treasurer’s Report** – The financial information and accounts receivable balances were reviewed. Travis Given moved to accept the Treasurer’s Report, pay bills, and transfer \$15,000.00 from the money market to checking account. Tim Volk seconded. Motion carried unanimously.

RESERVES WyoStar I Account – Balance End of Last Meeting:	\$50,783.67	
06/30/24 Interest	\$190.22	
07/31/24 Interest	\$206.43	
08/31/24 Interest	No statement yet.	
Ending WyoStar Account Balance:		\$51,180.32

RESERVES WyoStar II Account – Balance End of Last Meeting:	\$254,165.58	
06/30/24 Interest	\$678.47	
07/31/24 Interest	\$576.57	
Ending WyoStar II Account Balance:		\$255,420.61

Money Market Account Balance end of last meeting:	\$4,100.66	
7/1-7/8/24 Deposits – Water	\$0	
7/5/24 Deposit –Xpress bill pay \$191.91		
Adjusted Balance Forward:	\$4,292.57	
7/9-7/31/24 Deposits – Water	\$3,222.29	
07/31/24 Interest	\$20.44	
8/1-8/31/24 Deposits – Water	\$6,317.43	
08/05/24 Deposit – Xpress bill pay \$1,200.97		
08/10/24 Deposit – Assessments	\$2,284.98	
08/12/24 Deposit – County Grant 2024.02	\$6,635.75	
08/12/24 Deposit – County Grant 2023.14	\$17,988.69	
08/13/24 Ck# 9067 – Transfer to Checking	\$10,000.00	
08/31/24 Interest	\$18.96	
Balance in Account Prior to Meeting:		\$31,982.08
09/09/24 Ck# 9068 – Transfer to Checking:	\$15,000.00	
Balance in Account End of Meeting:		\$16,982.08

*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:		\$9,704.35
AUTO PAY Powder River Energy Acct 3126125 Electricity 6/1-7/1/24	\$1,441.92	\$1,582.22
AUTO PAY Powder River Energy Acct 8443000 Electricity 6/1-7/1/24	\$140.30	

August Bills:

Check #	Payee	Purpose	Amount
AUTO PAY	City of Gillette	Bill 1904436 7/2-8/5/24 Regional water/948,000 gal.	\$3,416.82
AUTO PAY	Powder River Energy	Acct 3126125 Electricity 7/1-8/1/24	\$1,871.37
AUTO PAY	Powder River Energy	Acct 8443000 Electricity 7/1-8/1/24	\$149.35
2625	Cathey Consulting	Inv. 7703 – July Admin/Books/post.	\$630.00
2626	Energy Laboratories	Inv. 648402 – Water testing	\$250.00
2627	Hawkins, Inc.	Inv. 6808111 – Chlorine \$20.00	\$480.50
		Inv. 6811148 – Chlorine \$460.50	
2628	One-Call of Wyoming	Inv. 72022 – Locate tickets Apr.-June	\$6.00
2629	Water Guy	Inv. 2024-795 – July Oper./Meters/Billing	\$1,690.10
		Inv. 2024-826 – Locates 6/3-6/12/24	\$187.50

TOTAL: \$8,681.64

Transfer from Money Market \$10,000.00

Checking Account Balance Prior to Meeting: \$9,440.49

Bills Paid at This Meeting:

Check #	Payee	Purpose	Amount
AUTO PAY	Powder River Energy	Acct 3126125 8/1-9/1/24	No bill yet.
AUTO PAY	Powder River Energy	Acct 8443000 8/1-9/1/24	No bill yet.
AUTO PAY	City of Gillette	Regional Water Bill 8/5-9/4/24 483,000 gal.	\$1,979.97
2630	9S Consulting	Inv. 2024-392 – 7/1/23-6/30/24 Self-Audit	\$500.00
2631	Cathey Consulting	Inv. 7742 – Aug. Admin/Books/Compliance/postage	\$630.00
2632	Hawkins, Inc.	Inv. 6837351 – Chlorine	\$10.00
2633	ProElectric, Inc.	Inv. 20240462 – Installed new j-box, expansion & riser for water well \$623.58	\$1,269.66
		Inv. 20240477 Removed existing conduit feeding panel & well head, installed expansion joints & got power in \$646.08	
2634	Water Guy	Inv. 2024-919 – Aug. Oper./Meters/Billing	\$1,690.10
		Inv. 2024-979 – Repaired hydrant	\$2,327.23

TOTAL: \$6,716.86

Transfer from Money Market: \$15,000.00

Checking Account Balance End of Meeting: \$17,723.63

- a. Review customer / construction issues - None
 - i. For minutes: Project Actions
- b. Road work – There was discussion on the roads. The consensus is that the roads are in good shape and won't be bladed this fall. As dry as it has been and continues to be and without any moisture, blading the roads now could be detrimental rather than helpful. If we get a lot of rain this fall, blading could still be done. When the roads are bladed, the blade operator tries to pull in the rock from the sides, but if they get in too deep, they can pull up dirt, and that isn't good.

I. New Business

- a) Water Guy sent an e-mail regarding issues when collecting fees from tenants. Stone Gate doesn't bill tenants.
- b) The annual reports and training form were reviewed and signed by the Board. Helenanne Cathey completed the annual report (F32) and the Proof of Cash. Crystal Ninas completed the self-audit. This paperwork will be sent to the Department of Audit as required.
- c) E-mail from landowner asking if there is a weight limit on the roads in Stone Gate – answer – No, there is not a weight limit on the roads in Stone Gate.
- d) The water overages in the last fiscal year were \$29,824.78. The District generally transfers the water billing amount to reserves each year, but due to the \$52,527 well repair, the consensus was to not transfer to reserves this fiscal year.
- e) WyoStar e-mailed out proposed changes to the program. WyoStar II is changing the minimum deposit to \$25,000 instead of \$1,500.

- f) The meter readings were reviewed. One property shows 0 usage for two months – Customer Account number 1740.01. The Board completed a form that will be e-mailed to Water Guy to have them check the meter.

IV. Upcoming Meetings – Monday, November 11, 2024, 9:00 a.m.

2024 Meetings:

Mon., Sept. 9, 2024, 9:00 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

- V. **Meeting adjourn** – Travis Given moved to adjourn. Tim Volk seconded. The meeting was adjourned at 9:31 a.m.

NOTES: The board reminds homeowners of the following:

- a. 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.
- b. 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.
- c. If you see the red light flashing on the water tank, please call Water Guy at 307-299-9911.
- d. 3/27/23 – Any Board member authorized to call a contractor out to plow snow if needed.
- 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.wateryuywyoming.com for a link and for other information.
- f. Minutes will be distributed to the email list and online after the Board has approved the minutes at meetings. Draft minutes will not be e-mailed or posted online.
- g. Annual Reserves Transfer for 24-25 - \$29,824.78 was the overages for 23-24, but due to well repair expenses, no transfer will be done to reserves in 24-25.


Respectfully submitted,
Helenanne Cathey, Assistant to the Board of Directors



Signature




Signature



Printed Name



Printed Name



Date



Date

Robert (Bobby) Schmitz, President (680-4920) / Travis Given, Treasurer / Tim Volk, Secretary