

**Stone Gate Estates Improvement & Service District**  
**Regular Meeting**  
**MINUTES**  
**Monday, January 13, 2025, 9:00 a.m.**  
**Office of Cathey Consulting, 400 South Gillette Avenue, Suite 106, Gillette**

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

Bobby Schmitz called the meeting to order at 9:11 a.m.

- I. Water System Update** – The water system information was reviewed and discussed. Account 1740.01 will be billed for the repair costs (Water Guy invoice) because the landowner had a contractor come in and do some yard work, and the meter stopped working and needed to be replaced after that. Water Guy billed the customer for the overages. The Board will follow up to ensure that Water Guy’s bill to the District for the meter repair is billed to the homeowner from Stone Gate also.

Bobby Schmitz reported that he attended the Water Guy meeting in December regarding the lead service lines inventory requirements. There were only a couple of houses in the District that didn’t respond to the surveys that were mailed with bills, so Board members will contact the homeowners to see if they want any assistance getting pictures of their service line where it comes in to their homes to submit to Water Guy for the inventory list.

A property owner sold their property in July (middle of a billing cycle), but they received a bill of \$45 for overages which looked high compared to their prior usages. The consensus of the Board is to waive the \$45 overages to the previous owner (account 1733.01).

Account 1733.02 had a high usage in December. A Board member will contact the homeowner to see if they had a leak.

- II. Minutes / Treasurer’s Report** – Travis Given moved to approve the November 11, 2024, 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 \$10,000.00 from the money market to checking account. Tim Volk seconded. Motion carried unanimously.

<b>RESERVES WyoStar I Account – Balance End of Last Meeting:</b>	<b>\$51,572.45</b>
10/31/24 Interest	\$178.80
11/30/24 Interest	\$174.69
12/31/24 Interest	No statement yet.
<b>Ending WyoStar Account Balance:</b>	<b>\$51,925.94</b>

<b>RESERVES WyoStar II Account – Balance End of Last Meeting:</b>	<b>\$256,677.81</b>
10/31/24 Interest	\$977.65
11/30/24 Interest	\$878.52
12/31/24 Interest	No statement yet.
<b>Ending WyoStar II Account Balance:</b>	<b>\$258,533.98</b>

<b>Money Market Account Balance end of last meeting:</b>	<b>\$42,604.52</b>
11/1-11/11/24 Deposits – Water	\$279.05
11/05/24 Deposit – Xpress bill pay	\$4,210.57
11/10/24 Deposit – Assessments	\$23,760.00
<b>Adjusted Balance Forward:</b>	<b>\$70,854.14</b>
11/12-11/30/24 Deposits – Water	\$2,996.95
11/30/24 Interest	\$56.09
12/1-12/31/24 Deposits – Water	\$874.13
12/05/24 Deposit – Xpress bill pay	\$2,625.39

12/08/24	Deposit – Assessments	\$28,154.17	
12/17/24	Deposit – PR En. Cap. Credits	\$1,571.92	
12/31/24	Interest	\$85.55	
01/05/25	Deposit – Xpress bill pay	\$189.47	
<b>Balance in Account Prior to Meeting:</b>			<b>\$107,407.81</b>
01/13/25	Ck# 9070 – Transfer to Checking:	\$10,000.00	
<b>Balance in Account End of Meeting:</b>			<b>\$97,407.81</b>
<b>*Balance does not reflect any water overage payments since the end of the prior month Except for Xpress bill pay deposit (if applicable)</b>			

Checking Account Balance end of last meeting:			\$15,161.36
AUTO PAY	City of Gillette	Bill 1956705 10/2-11/5/24 Regional water/38,000 gal.	\$604.92
AUTO PAY	Powder River Energy	Acct 3126125 Electricity 10/1-11/1/24	\$940.81
AUTO PAY	Powder River Energy	Acct 8443000 Electricity 10/1-11/1/24	\$135.77
December Bills:			
<u>Check #</u>	<u>Payee</u>	<u>Purpose</u>	<u>Amount</u>
AUTO PAY	City of Gillette	Bill 11/5-12/3/24 Regional water/0 gal.	\$487.50
AUTO PAY	Powder River Energy	Acct 3126125 Electricity 11/1-12/1/24	\$249.81
AUTO PAY	Powder River Energy	Acct 8443000 Electricity 11/1-12/1/24	\$155.69
2642	Cathey Consulting	Inv. 7885 – Nov. Admin/Books/post.	\$630.00
2643	Water Guy	Inv. 2024-1313 – Nov. Oper./Meters/Billing	\$1,690.10
		Inv. 2024-1375 – Create, print, label, mail unknown lead line inventory flyers to required homeowners \$21.07	
		Inv. 2024-1357 – Locates 8/12-10/29/24	\$150.00
<b>TOTAL:</b>			<b>\$3,384.17</b>
<b>Checking Account Balance Prior to Meeting:</b>			<b>\$10,095.69</b>

**Bills Paid at This Meeting:**

<u>Check #</u>	<u>Payee</u>	<u>Purpose</u>	<u>Amount</u>
AUTO PAY	Powder River Energy	Acct 3126125 12/1/24-11/1/25	\$300.77
AUTO PAY	Powder River Energy	Acct 8443000 12/1/24-11/1/25	\$162.39
AUTO PAY	City of Gillette	Regional Water Bill 1991215 12/3-1/2/25 0 gallons	\$487.50
2644	Campbell County Treas.	Refund for parcel 30718 – should not have been assessed	\$720.00
2645	Cathey Consulting	Inv. 7928 – Dec. Admin/Books/Compliance/postage	\$630.00
2646	Hawkins, Inc.	Inv. 6938371 – Chlorine	\$20.00
2647	One Call of Wyo.	Inv. 74023 – Locates – Oct., Nov, Dec.	\$7.50
2648	Water Guy	Inv. 2024-1496 – Dec. Oper./Meters/Billing	\$1,690.10
		Inv. 2024-1427 – Replaced meters 5700 Stone Place & 7701 Stone Crest	\$956.00
<b>TOTAL:</b>			<b>\$4,974.26</b>
Transfer from Money Market:		\$10,000.00	
<b>Checking Account Balance End of Meeting:</b>			<b>\$15,121.43</b>

Invoice 19923 was received from the Wyoming Association of Rural Water for a 2025 annual voting membership for \$495.00. The consensus of the Board is to not pay the invoice.

**IV. Unfinished Business**

- a. Review customer / construction issues - None
  - i. For minutes: Project Actions

**V. New Business**

- a. There was discussion on snow removal. Any Board member is authorized to call a contractor out for snow removal if needed.
- b. Road project for 2025 – The Board will visit in March regarding a road project for this year.

**VI. Upcoming Meetings – Monday, March 10, 2025, 9:00 a.m.**

2025 Meetings:

Mon., Mar. 10, 2025, 9:00 a.m. Mon., May 12, 2025, 9:00 a.m.

Mon., July 14, 2025, 9:00 a.m. Mon., Sep. 8, 2025, 9:00 a.m. Mon., Nov. 10, 2025, 9:00 a.m.

MEETINGS ARE NORMALLY HELD ON THE 2<sup>ND</sup> MONDAY OF EVERY OTHER MONTH

Location: Office of Cathey Consulting, 400 South Gillette Avenue, Suite 106  
(K<sup>2</sup> Technologies Building, Suite 106) – Entrance is on 4<sup>th</sup> Street

VII. Meeting adjourn – Tim Volk moved to adjourn. Travis Given seconded. The meeting was adjourned at 9:36 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](http://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

Bobby Schmitz  
Signature

[Signature]  
Signature

Bobby Schmitz  
Printed Name

TRAVIS GIVEN  
Printed Name

3/10/25  
Date

3/10/25  
Date

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