

OFFICIAL SUMMARY PROCEEDINGS OF THE BOARD OF THE  
SKYLINE IMPROVEMENT AND SERVICE DISTRICT  
TETON COUNTY, WYOMING

The Directors of the Skyline Improvement and Service District met in regular meeting on **January 18, 2024**, in the Mountain Property Management Conference Room, located at 250 Veronica Lane, Jackson, Wyoming and via Zoom. The meeting was called to order at 4:00 p.m.

Directors present: Kurt Harland, Chair, Latham Jenkins (Zoom), Secretary, and Jamie Streater, Treasurer.

**REVIEW AND APPROVE MINUTES OF December 14, 2023 (Video time: 00:00:52)**

A motion was made by Chair Harland and seconded by Treasurer Streater. Chair Harland called for a vote. The vote showed all in favor and the motion carried.

**PUBLIC COMMENT (Video time: 00:01:39)**

Warren Machol regarding the new format of meeting minutes do not present the comments in context or enough detail.

Worthy Johnson regarding letter from George Moser listed in the correspondence regarding the well #4 funding and grant.

Warren Machol regarding the need to discuss some of the correspondence items during the course of the monthly meetings.

Worthy Johnson regarding the letter from Josh Kilpatrick, dated December 14<sup>th</sup>, is missing a spreadsheet with residences that don't have adequate backflow preventers.

**CHANGES TO THE AGENDA (Video time: 00:10:16)**

Well #4 Easement Approval

Well #4 Easement Payment Approval

Mailbox Insurance Claim

**ADOPT AGENDA (Video time: 00:14:55)**

A motion was made by Chair Harland to add the following items to the agenda, Well #4 Easement Approval, Well #4 Easement Payment Approval, Mailbox Insurance Claim, items 12 and 13 will be moved to 9a and 9b. The motion was seconded by Treasurer Streater. Chair Harland called for a vote. The vote showed all in favor and the motion carried.

**PUBLIC COMMENT**

Warren Machol requested that items 12 and 13 be moved ahead of item 10.

**PUBLIC COMMENT OF ITEMS NOT APPEARING ON THE AGENDA (Video time: 00:15:09)**

None raised.

**CORRESPONDENCE (detailed correspondence – [page 5](#)) (Video time: 00:15:19)**

Mary Lohuis 12/18/2023 regarding water outage

Brahm Swirsky 12/18/2023 regarding the water outage

Tom Chapman 12/18/2023 regarding the water outage

Tom Sweet 12/19/2023 regarding the water outage

Linda Matthews 12/19/2023 regarding the water outage

Warren Machol 12/19/2023 regarding sanding needed on N West Ridge Road

John Goldstein 12/19/2023 regarding the water outage

Megan Jenkins 12/19/2023 regarding the water outage

Josh Kilpatrick 12/19/2023 regarding final pay application – meter project

Jennifer Russell 12/19/2023 regarding final pay application – meter project

Josh Kilpatrick 12/20/2023 regarding meter project

Jon Jones 12/20/2023 regarding meter project

Warren Machol 12/27/2023 regarding meter reading information

Warren Machol 12/28/2023 regarding total water pumped and billed for past three years

Josh Kilpatrick 1/2/2024 regarding meter project pay applications

Worthy Johnson 1/2/2024 regarding receipt of SLIB loan reimbursement

Warren Machol 1/8/2024 regarding pumped water over past seven years

Emery Hemmings 1/11/2024 regarding the backflow preventer requirement

Deb Krisik 1/11/2024 regarding the backflow preventer requirement

Perk Perkins 1/12/2024 regarding the backflow preventer requirement

Hector Diaz 1/12/2024 regarding the backflow preventer requirement

Maria Johnson 1/12/2024 regarding the backflow preventer requirement

Nate Cole 1/15/2024 regarding the backflow preventer requirement

Martha Feagin 1/16/2024 regarding the backflow preventer requirement  
 Lara Manson 1/16/2024 regarding the backflow preventer requirement  
 Worthy Johnson 1/17/2024 regarding a request for Nelson Engineering bills  
 Warren Machol 1/18/2024 regarding meeting materials and gallons billed for last two fiscal years  
 Worthy Johnson 1/18/2024 regarding a request for Nelson Engineering bills  
 Worthy Johnson 1/18/2024 regarding a request for Nelson Engineering spreadsheet  
 Mary Lohuis 1/18/2024 regarding backflow preventer requirement  
 Laurie Forstrom 1/18/2024 regarding lot 3-6 double check valve  
 Warren Machol 1/18/2024 regarding gallons used May to December

**REVIEW 6-MONTH NOVEMBER ACTUALS VS. FULL YEAR FY 2023-2024 BUDGET (Video time: 00:17:33)**

The December 31, 2023, Actuals vs. 2023-2024 Budget were reviewed by Wendy Meyring, on behalf of Treasurer Jamie Streator.

**REVIEW OF DECEMBER 31, 2023, TREASURY REPORT (Video time: 00:20:20)**

Operating Checking Account – FIB –	(\$6,443.20)
Operating Savings Account – FIB -	\$102,461.26
Operating Reserve Account – WGIF -	\$26,579.69
Road Reserve Account – FIB -	\$7,919.73
Road Reserve Account – WGIF -	\$474,894.21
Water Reserve Account – FIB -	\$14,167.26
Water Reserve Account – WGIF -	\$159,658.75
Well #4 – WGIF -	\$7,414.55
Total Cash on Hand as of 12/31/23	\$786,652.25

**APPROVE PAYMENT OF INVOICES (Video time: 00:23:49)**

A motion was made by Chair Harland to approve the payment of \$22,300.73 of monthly bills and Treasurer Streator seconded the motion. Chair Harland called for a vote. The vote showed all in favor and the motion carried.

Skyline Improvement & Service District					
Date	Vendor	Ref. No	Description	Due Date	Total
1/1/2024	Mountain Property Management		Monthly Management	1/1/2024	\$3000.00
1/11/2024	Teton County Health Department	24-1940	water tests Dec	1/11/2024	\$100.00
1/11/2024	Clearwater Operations & Services	1897	Dec contract, repairs	1/11/2024	\$2658.58
1/11/2024	Lower Valley Energy		acc#003, Nov/Dec	1/11/2024	\$216.16
1/11/2024	Lower Valley Energy		acc#002, Nov/Dec	1/11/2024	\$107.07
1/11/2024	Lower Valley Energy		acc#001, Nov/Dev	1/11/2024	\$35.42
1/11/2024	Hub International		Director bonds	1/11/2024	\$270.00
2/1/2024	Evans Construction Company		Feb contract payment 4/6	2/1/2024	\$6004.33
<b>Total for Skyline Improvement &amp; Service District</b>					<b>\$12391.56</b>
<b>Grand Total - both Pages</b>					<b>\$22,300.73</b>

Skyline Improvement & Service District - Well #4 Grant invoices					
Date	Vendor	Ref. No	Description	Due Date	Total
1/11/2024	Nelson Engineering	63333	engineering through 12/16 - district por	1/11/2024	\$125.00
<b>Total for Skyline Improvement &amp; Service District - Well #4 Grant invoices</b>					<b>\$125.00</b>
Total for Skyline Improvement & Service District-to be transferred from road reserve as part of intra-company loan					\$31.25
Total for WWDC - will be applied to prepayment from State					\$93.75
<b>Total Due</b>					<b>\$125.00</b>

Skyline Improvement & Service District - Meter Loan invoices					
Date	Vendor	Ref. No	Description	Due Date	Total
1/11/2024	Nelson Engineering	63524	meter loan & pay app work	45302	\$2838.75
1/11/2024	Teton Media Works, Inc.	361019	meter completion advertisement	1/11/2024	\$143.00
1/11/2024	Anytime Plumbing	pasapp#5	final payment	1/17/2024	\$6147.22
1/11/2024	Anytime Plumbing	payapp#2-co	pay remainder of pay app#2-short paid	1/11/2024	\$655.20
<b>Total for Skyline Improvement &amp; Service District - Meter Loan invoices</b>					<b>\$9784.17</b>

**PUBLIC COMMENT (Video time: 00:25:24)**

Worthy Johnson regarding receiving the full budget of the meter project, including the cost of installation of backflow preventers.

**BACKFLOW PREVENTER UPDATE (Video time: 00:28:05)**

Communications have been sent to lot owners listed on the Nelson Engineering report requiring proof of the installation of a backflow preventer in their homes. Proof of installation must be received by June 30, 2024.

**PUBLIC COMMENT (Video time: 00:29:32)**

Worthy Johnson regarding the number of letters sent out.

Warren Machol regarding the communities need to know how many properties backflow preventers had installed, as the previous number provided was lower than the actual count.

Warren Machol regarding his request to share information he emailed into the office on 1/18/2024, and his overview of the SLIB meeting information from 2021, and the backflow preventer inclusion.

**LOT 3-30 BARN METER DISCUSSION (Video time: 00:37:25)**

The Board will make a determination at a later date.

**PUBLIC COMMENT (Video time: 00:38:07)**

Warren Machol regarding the lack of a need for a meter on his barn due to the low water usage each year and ask the Board if they plan to change how properties are billed for the meter based upon size vs. the current \$82.15/year.

**REVIEW AND APPROVE RESOLUTION #2024-1 - RESOLUTION AUTHORIZING SUBMISSION OF AN APPLICATION TO THE STATE LOAN AND INVESTMENT BOARD FOR A LOAN THROUGH THE STATE REVOLVING FUND ON BEHALF OF THE GOVERNING BODY FOR THE SKYLINE IMPROVEMENT AND SERVICE DISTRICT (Video time: 00:40:04)**

A motion was made by Chair Harland to approve Resolution #2024-1 Authorizing the submission of an application to the State Loan and Investment Board for a loan through the State Revolving Fund on behalf of the governing body for the Skyline Improvement and Service District, and Treasurer Streator seconded the motion. Chair Harland called for a vote. The vote showed all in favor and the motion carried.

**PUBLIC COMMENT (Video time: 00:40:35)**

Worthy Johnson regarding the need to get a vote from the lot owners regarding the size of the required loan.

Warren Machol regarding information he submitted to the Skyline Office related to the outtakes from the WWDC Report on contracting for work to be done without public comment. In addition, he provided information on the overall water usage over the past few years and questioned why the District needs more water.

**WELL #4 EASEMENT AND PAYMENT APPROVAL (Video time: 00:46:13)**

A motion was made by Chair Harland to approve the Well #4 Easement document and \$7,000 easement payment and Secretary Jenkins seconded the motion. Chair Harland called for a vote. The vote showed all in favor and the motion carried.

**PUBLIC COMMENT (Video time: 00:46:53)**

Worthy Johnson regarding the cost of the easement and the amount budgeted over the past couple of years.

**MAILBOX DAMAGE INSURANCE CLAIM (Video time: 00:48:07)**

Chair Harland made a motion to approve submission of cost of the damages/painting to the offender's insurance company and seconded by Secretary Streator. Chair Harland called for a vote. The vote showed all in favor and the motion carried.

**AUDIT – UPDATE (Video time: 00:49:30)**

The Audit Report was due to the state on December 31, 2023. The District has received an extension from the state for submitting the Audit Report. The report is expected to be delivered within the next couple of weeks.

**CHIP SEALING – 2024 (Video time: 00:50:46)**

This vote was tabled until the next meeting.

**PUBLIC COMMENT (Video time: 00:53:10).**

Worthy Johnson regarding the need to have a bidding process for the project.

Maria Johnson regarding the need for a new bid book for the chip seal work.

Bob Norton noted the state requires districts to go through a public bidding process over \$16,000.

Worthy Johnson regarding potential major road work needed following the water supply project in 2030 and postponing the 2024 chip seal and future overlay until after the water supply project is completed.

Bob Norton noted the 2030 date will likely be extended and it is possible to do the work and not tear up the roads. Chip sealing is a preventative maintenance project. The last chip seal was completed 8 years ago.

Warren Machol regarding the possibility of accelerating pipe replacement in the lower section and only do a portion of the chip sealing, benefiting the longevity of the area most delayed for replacing the water lines. Secondly, regarding the cost of Nelson Engineering to complete the chip seal job.

Bob Norton noted Nelson Engineering’s proposal was approximately \$5,000 from 2023 to prepare the documents for bidding and engineering services during construction.

**SITE COMMITTEE PROCESS (Video time: 1:03:53)**


All building plans and materials shall be submitted to the Mountain Property Management (MPM) office. Once the Site Committee has reviewed and approved the plans and materials, all submissions shall be returned to the MPM office for proper storage.

**NEXT BOARD MEETING – THURSDAY, FEBRUARY 15, 2024 (Video time: 01:06:10)**

**ADJOURN (Video Time: 01:06:15)**

A motion was made by Chair Harland and seconded by Secretary Jenkins. Chair Harland called for a vote. The vote showed all in favor and the motion carried. The meeting was adjourned at 5:06 p.m.

Approved

  
Kurt (Feb 19, 2024 09:43 MST)

Kurt Harland  
Chairman

Approved

  
Latham (Feb 19, 2024 09:44 MST)

Latham Jenkins  
Secretary

## CORRESPONDENCE RECEIVED:

**From:** Mary Lohuis <marylohuis@gmail.com>  
**Sent:** Monday, December 18, 2023 2:23 PM  
**To:** Wendy Meyring <wendy@mpmjh.com>  
**Subject:** Re: Skyline - Water Outage & Line Repair - Tuesday, December 18th

Hi Wendy, Mary Lhuis at 3055 W Mallard here. I am uncertain if I should begin the 'boil order' now or if it is only necessary after the excavation and repair has been accomplished??

THANKS for the clarification!

Best, Mary  
*One touch of nature makes the whole world kin.*

- William Shakespeare

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**From:** Brahm Swirsky <bswirsky@me.com>  
**Sent:** Monday, December 18, 2023 2:41 PM  
**To:** Wendy Meyring <wendy@mpmjh.com>  
**Subject:** Re: Skyline - Water Outage & Line Repair - Tuesday, December 18th

Do you know approximately what time the water will be shut off tomorrow?

Regards,

Brahm

---

**From:** Tom Chapman <tom@teewinotllc.com>  
**Sent:** Monday, December 18, 2023 5:38 PM  
**To:** Wendy Meyring <wendy@mpmjh.com>  
**Subject:** Re: Skyline - Water Outage & Line Repair - Tuesday, December 18th

Thanks Wendy. Those of us on NW Ridge road do not have to boil water?

-----  
Tom Chapman  
Teewinot Partners LLC

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**From:** twsweet@aol.com <twsweet@aol.com>  
**Sent:** Tuesday, December 19, 2023 6:44 AM  
**To:** Wendy Meyring <wendy@mpmjh.com>  
**Subject:** Re: Skyline - Water Outage & Line Repair - Tuesday, December 18th

Hi Wendy - do you know what time they are starting on the repair and approx length -I know these are hard to estimate - but trying to plan the day a bit given the relatives we have in the house.

Thanks – Tom

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**From:** Linda Matthews <lindak.matthews1@gmail.com>  
**Sent:** Tuesday, December 19, 2023 9:02 AM  
**To:** Wendy Meyring <wendy@mpmjh.com>  
**Subject:** Re: Skyline - Water Outage & Line Repair - Tuesday, December 18th

Is the water off just for Tuesday ???? boil order until further notice? Could we receive an email when the water is back on? We have guests and children here and need to know timing as it avails itself.

thank you,

Linda Matthews

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**From:** Warren Machol <wlm.assoc@gmail.com>  
**Sent:** Tuesday, December 19, 2023 9:25 AM  
**To:** Wendy Meyring <wendy@mpmjh.com>  
**Cc:** Skyline Ranch <office@skylineranchisd.com>; Skyline Ranch Improvement & Service District <info@skylineranchisd.com>  
**Subject:** north west ridge

Wendy,

The hill on West Ridge needs sand/ cinders. The snow has now packed to ice, and traction is minimal. Combined with the corner and cars parked on both sides after the corner, it has made for a narrow, dangerous situation.

Please confirm

All the best

Warren

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**From:** John Goldstein <jgoldsteinhb@aol.com>  
**Sent:** Tuesday, December 19, 2023 10:58 AM  
**To:** Wendy Meyring <wendy@mpmjh.com>  
**Subject:** Re: Skyline - Water Outage & Line Repair - Tuesday, December 18th

Hi Wendy

We are in Hawaii over Christmas break

How important is it to turn off the water heaters?

John Goldstein  
JHG Investments, LLC  
PO Box 155  
Wilson, WY 83014  
(310) 729-5824

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**From:** Megan Jenkins <megkjenkins@gmail.com>  
**Sent:** Tuesday, December 19, 2023 1:49 PM  
**To:** Wendy Meyring <wendy@mpmjh.com>  
**Subject:** Re: Skyline - Water Outage & Line Repair - Tuesday, December 18th

Hi Wendy, just wondering if there is any estimate as to when the water might be back on today? Thanks so much.

- Megan

---

**From:** Josh Kilpatrick <jkilpatrick@nelsonengineering.net>  
**Sent:** Tuesday, December 19, 2023 3:36 PM  
**To:** Russell, Jennifer <jennifer.russell@wyo.gov>; bobnorton51 <bobnorton51@gmail.com>; office@skylineranchisd.com  
**Cc:** Wendy Meyring <wendy@mpmjh.com>  
**Subject:** RE: Skyline Meter Replacement Project (DWSRF 247)

Hi Jennifer,

I will work on pulling this information together. The final pay application will be made January 30<sup>th</sup> for the remaining 5% (retainage). Within the pay application, the number of meters required for each bid item (meter size) varied, but there were no bid items added or removed to the bid schedule, thus I am wondering if a final Changer Order is necessary? That said, I can certainly zero out the last pay application so that it shows all work that was necessary has been completed? Note that the project came in roughly \$2500 under the bid price.

Thanks,

**Josh Kilpatrick, PE**  
Project Engineer  
PH: (307)690-2086

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(307) 733-2087  
nelsonengineering.net

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**From:** Jennifer Russell <jennifer.russell@wyo.gov>  
**Sent:** Tuesday, December 19, 2023 4:27 PM  
**To:** Josh Kilpatrick <jkilpatrick@nelsonengineering.net>  
**Cc:** bobnorton51 <bobnorton51@gmail.com>; office@skylineranchisd.com; Wendy Meyring <wendy@mpmjh.com>  
**Subject:** Re: Skyline Meter Replacement Project (DWSRF 247)

Josh:

Thank you for the update.

In answer to your question, yes, a final reconciliation Change Order is required. I know it may seem like an insignificant thing, but without it, the Contract isn't technically complete. As a note, there doesn't need to be a Contractor's Pay Request submitted *after* the Change Order -- as long as the last PR they did submit matches the final quantities, I'm good.

On a completely (or almost so) unrelated note, I got the latest (6 and 7) LDR's for this project and noticed on 6 that the the amount being requested for the contractor's PR was incorrect (the amount put in for reimbursement was the "Balance to finish" instead of the "Amount due this application"). The same mistake was made on LDR 5, so OSLI will be contacting the District and/or you to get this corrected.

As always, feel free to email or call me if you have any questions, comments, or concerns.

Jennifer

**Jennifer Russell, P.E.**  
Project Manager – Construction  
DWSRF Technical Advisor  
Wyoming Water Development Office  
6920 Yellowtail Road  
Cheyenne, WY 82002  
Phone (307) 777-7626  
[jennifer.russell@wyo.gov](mailto:jennifer.russell@wyo.gov)

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**From:** Josh Kilpatrick <jkilpatrick@nelsonengineering.net>  
**Sent:** Wednesday, December 20, 2023 11:52 AM  
**To:** Jones, Jon <Jon.Jones@coreandmain.com>; theoffice plumbing-anytime.com <theoffice@plumbing-anytime.com>; anytimesteve <anytimesteve@gmail.com>  
**Cc:** Wendy Meyring <wendy@mpmjh.com>; Leah Duke <leah@mpmjh.com>; clearwateroperations <clearwateroperations@gmail.com>; Lievsay, Kodie <Kodie.Lievsay@coreandmain.com>; Clark, Steve <Steve.Clark@coreandmain.com>  
**Subject:** Skyline Ranch Meter Project - Services Confirmation Statement

Hi Jon,

Thanks for the information sent. The following specification (clip below) is what is required for continued software and support services, where per the contract the warranty period extends from the date of substantial completion (11/15/2023). Per the requirement, software and support is required for a period of two years, or until 11/15/2025. I need a confirmation/statement from Neptune that the required support package will be provided through 11/15/2025 for the user account that was set up with Leah Duke at Mountain Property Management. I attached Kodie Lievsay and Steve Clark thinking they may be able to assist with getting this information. Please let me know if you have questions or concerns. Thanks, Josh K.

3. METER MANUFACTURER'S SERVICE & WARRANTIES
  - a. Provide a 1-year comprehensive warranty.
  - b. The manufacturer/supplier must agree to guarantee the cost of support services and software upgrades for a period of one (1) year following the expiration of the warranty period.
  - c. Software manufacturer shall furnish to the OWNER an annual support package including unlimited support services and software upgrades.

**Josh Kilpatrick, PE**

Project Engineer

PH: (307)690-2086

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**430 South Cache St.**  
**Jackson, WY 83001**  
**(307) 733-2087**  
**nelsonengineering.net**

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**From:** Jones, Jon <Jon.Jones@coreandmain.com>

**Sent:** Wednesday, December 20, 2023 12:21 PM

**To:** Josh Kilpatrick <jkilpatrick@nelsonengineering.net>; theoffice plumbing-anytime.com <theoffice@plumbing-anytime.com>; anytimesteve <anytimesteve@gmail.com>

**Cc:** Wendy Meyring <wendy@mpmjh.com>; Leah Duke <leah@mpmjh.com>; clearwateroperations <clearwateroperations@gmail.com>; Lievsay, Kodie <Kodie.Lievsay@coreandmain.com>; Clark, Steve <Steve.Clark@coreandmain.com>

**Subject:** RE: Skyline Ranch Meter Project - Services Confirmation Statement

Hi Josh,

Neptune offers the software subscription and support on an annual basis as far as I'm aware.

I'll talk to our team and we will find a solution, please give us a day or so to communicate. With the holidays fast approaching I'm not sure what everyone's schedules are!

Thanks,

Jon

---

**From:** Warren Machol <wlm.assoc@gmail.com>

**Sent:** Wednesday, December 27, 2023 12:08 PM

**To:** Wendy Meyring <wendy@mpmjh.com>

**Subject:** barn picture

Wendy,

Did you ever get this? I needed help finding the e-mail, so I took another picture.

I have a couple of requests:

1) can you confirm

2) can you provide the previous meter reading, both gallons of that reading and the date of record of receipt?

Thank you

Warren

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**From:** Warren Machol <wlm.assoc@gmail.com>

**Sent:** Thursday, December 28, 2023 9:59 AM

**To:** Wendy Meyring <wendy@mpmjh.com>

**Subject:** Re: barn picture

Wendy

I was going to wait for the new year however since data being accessed. Please provide the total water pumped from the wells and total water billed for each of the last three years.

Thank you for your assistance.



Warren

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**From:** Josh Kilpatrick <jkilpatrick@nelsonengineering.net>

**Sent:** Tuesday, January 2, 2024 1:06 PM

**To:** theoffice plumbing-anytime.com <theoffice@plumbing-anytime.com>; Wendy Meyring <wendy@mpmjh.com>

**Subject:** RE: Skyline Meter Project - Pay Applications

Thanks Laurie. I will get this sorted out. If you received another check please do not cash at this point.

Wendy,

It looks like an incorrect amount was paid for Pay Application #2, and PA #3 has yet to be paid. I don't know if you are requesting reimbursement from the State at this point for PA #3?, but if not, I would think we could make up for the difference by cutting a check for the amount in red below, which will put the total payment amount through PA #3 to the correct amount. If it is already in process, I suggest we adjust PA#4 and not worry about PA#3. Let me know if you take issue with doing this. As discussed in the prior email, I will re-issue PA #4 for signature at the next Board Meeting. I think Kurt could also make a motion to approve PA #5 (final payment) once the 41-day advertisement is up, which is Jan. 30<sup>th</sup>.

	Correct Amount	Paid/Adjusted
PA #1	\$ 35,873.90	\$ 35,873.90
PA #2	\$ 42,993.20	\$ 42,338.00
PA #3	\$ 23,671.48	\$ 24,326.68
	\$ 102,538.58	\$102,538.58

**Josh Kilpatrick, PE**

Project Engineer

PH: (307)690-2086

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430 South Cache St.  
Jackson, WY 83001  
(307) 733-2087  
nelsonengineering.net

---

**From:** Worthy Johnson <wjohnson@lawrencecapitalmgt.com>

**Sent:** Tuesday, January 2, 2024 6:12 PM

**To:** wendy@mpmjh.com; office@skylineranchisd.com; bobnorton53@gmail.com

**Cc:** mariajohnson53@gmail.com

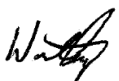
**Subject:** VOUCHER OF NON-CERTIFICATION RE: RECEIPT OF ILLEGAL BILLING OF SLIB LOAN REIMBURSEMENT for LOT 3-30

Wendy, Kurt, Latham & Bob....You all have our updated address. How "COY" of you to send the refund to an address that was changed over 3 years ago.

Wendy, I would suggest your IT department integrate all the various mailing lists you have for Skyline Ranch ISD into one master listing.

There is absolutely "NO EXCUSE" for this. You are required to perform your duties based on Wyoming Statutes, from our understanding, even if at odds with SRISD Board rulings in the past.

Correct me if I am wrong.



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**From:** Warren Machol <wlm.assoc@gmail.com>  
**Sent:** Monday, January 8, 2024 4:10 PM  
**To:** Wendy Meyring <wendy@mpmjh.com>  
**Subject:** Re: barn picture

Wendy

Thank you for the data on what has been pumped for the two wells over the past 7 years. When is the data of the number of gallons of water that members were billed for during the same period? I would appreciate it as soon as possible for use at the upcoming ISD board meeting.

The links the both the WWDC II study and the executive summary are not operational (broken links). Will you be so kind as to send me copies of both and let me know when the links are fixed on the website?

I look forward to speaking.

All the best

Warren

**WLM Associates**  
500 NW Ridge Rd  
Jackson WY 83001  
307 734 1920 (o)  
917 455 7470 (c)

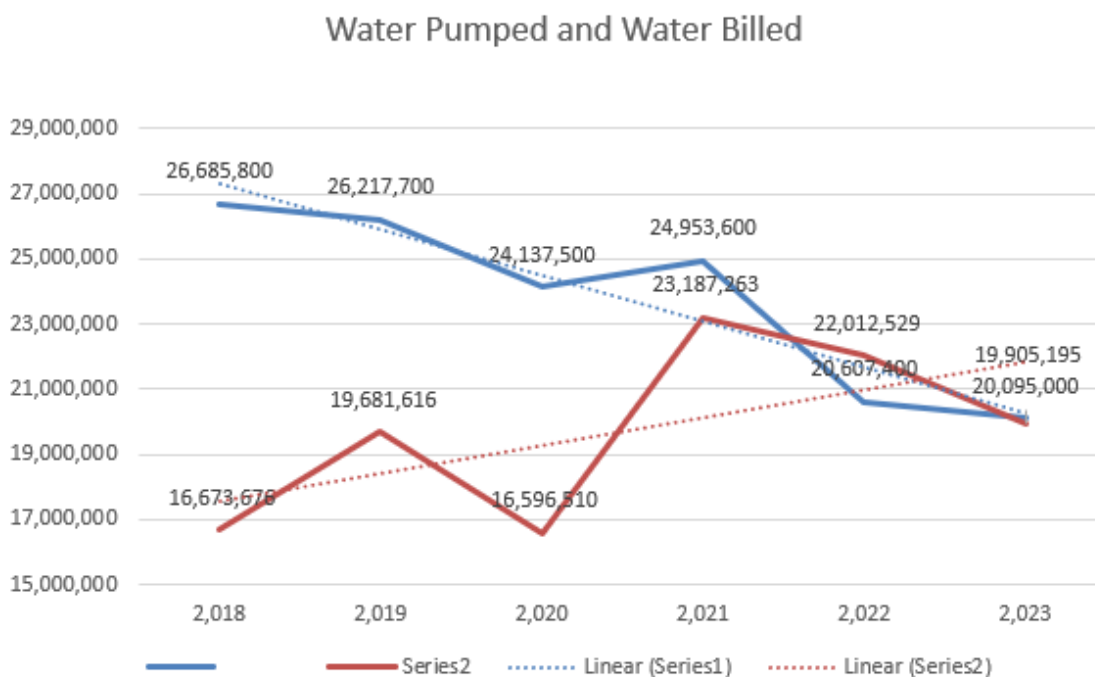
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**From:** Warren Machol <wlm.assoc@gmail.com>  
**Sent:** Thursday, January 11, 2024 9:25 AM  
**To:** Wendy Meyring <wendy@mpmjh.com>  
**Cc:** Skyline Ranch Improvement & Service District <info@skylineranchisd.com>  
**Subject:** Re: barn picture

Wendy

Thank you for providing the total amount of Water billed for the previous six years. Here is a Graph that includes the Water pumped and the Water charged to members. I also included the linear regression to smooth the apparent adjustment process of catch-up.

Can you confirm the data is accurate, as we have been billing for more Water than has been pumped? Do you have unadjusted numbers? How are leaks accounted for?



Thanks for the actual hyperlinks to the WY library of WWDC II Skyline ISD study documents. Having the hyperlinks allowed me to test several browsers. Neither of the hyperlinks will work with my Google or Duck Duck Go browsers. When I tried a Microsoft browser, it worked fine. I am uncertain if this is particular to my setup or a limitation with the WYO website.

All the best

Warren

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**From:** Emery Hemmings <emeryhemmings@gmail.com>  
**Sent:** Thursday, January 11, 2024 5:46 PM  
**To:** Wendy Meyring <wendy@mpmjh.com>  
**Subject:** Re: Skyline ISD - Backflow Preventer Requirement

Ok. Who installed the recent meter?

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**From:** Deb Krisik <dk@tetonfilmworks.com>  
**Sent:** Thursday, January 11, 2024 10:46 PM  
**To:** Wendy Meyring <wendy@mpmjh.com>  
**Subject:** Re: Skyline ISD - Backflow Preventer Requirement

Will do, thank you.

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**From:** Perk Perkins <perkinsp@orvis.com>  
**Sent:** Friday, January 12, 2024 8:46 AM  
**To:** Wendy Meyring <wendy@mpmjh.com>  
**Subject:** Re: Skyline ISD - Backflow Preventer Requirement

I'm quite sure that the contractors who installed the new meter also installed the back flow preventer. Can you get confirmation from them as I would it know what to photograph.

Thanks

Perk Perkins  
320 NW Ridge Rd.

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**From:** Hector Diaz <bfchectord@hotmail.com>  
**Sent:** Friday, January 12, 2024 9:24 AM  
**To:** Wendy Meyring <wendy@mpmjh.com>  
**Cc:** Marshall Frankel <mfrankel384@gmail.com>; Leah Duke <leah@mpmjh.com>; Marshall Frankel <marshf@buildersfence.com>  
**Subject:** 600 NW Ridge Road Lot 4-2 - Skyline ISD - Backflow Preventer Requirement

Good morning Wendy,

My name is Hector Diaz, personal assistant to Mr. Marshall Frankel.

Mr. Marshall Frankel would like to update his email address from [marshf@buildersfence.com](mailto:marshf@buildersfence.com) to [mfrankel384@gmail.com](mailto:mfrankel384@gmail.com).

You will see that Mr. Frankel has been included in this correspondence to verify that this is a legitimate request.

We had previously requested the said to Leah Duke (included) back in August 2023. **It is imperative that this information is updated.**

Mr. Frankel received your below email regarding the backflow preventer requirement for FRANKEL Lot#4-2, 600 NW Ridge Road.

Please find attached a photo of the required backflow preventer valve that will be installed before the due date listed below.

We will be installing two 3/4" (guest & main house) and one 1" (sprinkler system).

MPM will receive proof of installation after job is completed.

Please feel free to reach out if you have any questions or need any additional information.

Thank you for your anticipated cooperation regarding this matter.

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Best regards,

Hector Diaz  
(818) 708-1685

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**From:** Maria Johnson <mariajjohnson53@gmail.com>  
**Sent:** Friday, January 12, 2024 1:34 PM  
**To:** Wendy Meyring <wendy@mpmjh.com>  
**Subject:** Re: Skyline ISD - Backflow Preventer Requirement

Hi Wendy,

Can you please send everyone the exact language and link for the 2021 Plumbing Code

605.31 for Teton County specifically? Much of the information on the International Plumbing website requires a subscription for specific information.

Thank you, Maria

Maria J. Johnson  
307.203.2600 WY  
941.964.7526 FL

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**From:** Nate KWC <office@kwcjh.com>  
**Sent:** Monday, January 15, 2024 1:03 PM  
**To:** Chris Koski <clkoski@swbell.net>; Wendy Meyring <wendy@mpmjh.com>  
**Subject:** RE: Skyline ISD - Backflow Preventer Requirement

Wendy,

See attached for the backflow preventer currently installed.

Nate Cole  
**KWC**  
[office@kwcjh.com](mailto:office@kwcjh.com)  
(307) 733-5165

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**From:** MARTHA FEAGIN <mbfeagin@aol.com>  
**Sent:** Tuesday, January 16, 2024 2:20 PM  
**To:** Wendy Meyring <wendy@mpmjh.com>  
**Subject:** Re:

Would you please send photo of what you need to Steven at Charlie's 3076998428?

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**From:** LARA MANSON <laraagc@aol.com>  
**Sent:** Tuesday, January 16, 2024 4:31 PM  
**To:** Wendy Meyring <wendy@mpmjh.com>  
**Subject:** Skyline ISD - Backflow Preventer Requirement

Good afternoon Wendy

Many thanks for being in touch.

As you will see from below comms from 2023, with Anytime Plumbing, it has taken some time to obtain confirmation and reason for inadequacy of the back flow valve (somewhat confusingly re-termed double-check preventer in more recent comms received) that was confirmed as being in place, with accompanying photographs forwarded to the HOA when first raised to the community a few years ago.

It seems that the most recent view is that an additional valve is required. After an extended festive visit, I am now out of the country until after the deadline for installation. However we shall arrange for this to be (re-confirmed, and) installed by an independent plumber in the Spring, and for this to be confirmed to you via myself, before the June deadline, in the form of a photograph of both valves being present.

In the meantime, many thanks for your patience.

All very best wishes

Lara Manson  
Lot 11

3135 Mallard Road  
Skyline Ranch

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**From:** LARA MANSON <laraagc@aol.com>  
**Sent:** Wednesday, January 17, 2024 9:30 AM  
**To:** Wendy Meyring <wendy@mpmjh.com>  
**Subject:** Re: Skyline ISD - Backflow Preventer Requirement

Yes indeed, Wendy, just as I say: I will have them send me a photo to forward to you by the June deadline.

(We had been awaiting a date from Laurie at Anytime Plumbing for Steve &/or Rowell to visit to install a new valve (if confirmed as needed) in November, but by the time they were able to come back to me in December, they were not taking on any more Skyline valve installations.

We shall get there..

Best to you

Lara Manson

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**From:** Worthy Johnson <wjohnson@lawrencecapitalmgt.com>  
**Sent:** Wednesday, January 17, 2024 3:54 PM  
**To:** Leah Duke <leah@mpmjh.com>  
**Cc:** Wendy Meyring <wendy@mpmjh.com>; mariajohnson53@gmail.com  
**Subject:** Nelson Engineering-NE-Approved Payments to  
**Importance:** High

Leah.....

Can you please get all the Payments to NE listed for me from 1.1.2021 in the format depicted below:

Date	Vendor	Ref. No	Description	Due Date	Total
12/12/2023	Nelson Engineering	63081	well #4 testing	12/12/2023	\$453.20

Thank you.....

Requested under the Freedom of Information Act.



500 N. Meadowlark Rd.

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**From:** Warren Machol <wlm.assoc@gmail.com>  
**Sent:** Thursday, January 18, 2024 9:54 AM  
**To:** Wendy Meyring <wendy@mpmjh.com>; Jamie Streater <jstreater58@gmail.com>; Kurt Harland <thekurtharland@gmail.com>; Latham Jenkins <latham@livewaterproperties.com>  
**Subject:** Information for todays board meeting

Wendy,

Please have the attached PDF available for screen sharing as the Zoom manager. In addition, will you please provide the calculated water usage in Gallons billed for at the Barn for the last two fiscal years and the amount **from May 23 to December 23 of this year?** ( most recent readings)

Please let me know before the meeting if you need any help with anything.

All the best

Warren

PDF attachment link:

<https://www.dropbox.com/scl/fi/70teq7ngivko3c1gm6am3/information-for-1-18-24-skyline-board-meeting.pdf?rlkey=bm9l6yxig725hr2ijub6ao7lh&dl=0>

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**From:** Worthy Johnson <wjohnson@lawrencecapitalmgt.com>  
**Sent:** Thursday, January 18, 2024 10:18 AM  
**To:** Leah Duke <leah@mpmjh.com>

**Cc:** Wendy Meyring <wendy@mpmjh.com>; mariajohnson53@gmail.com

**Subject:** FW: Nelson Engineering-NE-Approved Payments to

**Importance:** High

I am looking for a list starting on 1 Jan 2021 of all:

**Payments to Nelson Engineering**

In the format shown below (from either the minutes or the treasurer's report).

Leah should be able to pull them out year by year for 2021, 2022, 2023 and 2024 and year to date.

Thanks,



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**From:** Worthy Johnson <wjohnson@lawrencecapitalmgt.com>

**Sent:** Thursday, January 18, 2024 11:33 AM

**To:** Wendy Meyring <wendy@mpmjh.com>

**Cc:** mariajohnson53@gmail.com

**Subject:** Josh's Attached Spreadsheet on 14 Dec 2023 Correspondence

**Importance:** High

[www.skylineranchisd.com](http://www.skylineranchisd.com)

Wendy.....please send me the attached spreadsheet Josh attached to his 14 Dec 2023 6:19 AM correspondence to Bob.

Thank you,



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**From:** Mary Lohuis <marylohuis@gmail.com>

**Sent:** Thursday, January 18, 2024 1:22 PM

**To:** Wendy Meyring <wendy@mpmjh.com>

**Subject:** Re: Skyline ISD - Backflow Preventer Requirement

Hi Wendy, yesterday, Mike from Wyoming Mechanical came out to assess my plumbing in preparation for installation of the backflow valve. He is ordering the part and scheduling the work to be done, hopefully within the next week. He said that he will photo and email directly to you when the work is done.

Please let me know if this will work for you.

Thanks, Mary

*One touch of nature makes the whole world kin.*

- William Shakespeare

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**From:** theoffice plumbing-anytime.com <theoffice@plumbing-anytime.com>

**Sent:** Thursday, January 18, 2024 2:18 PM

**To:** Wendy Meyring <wendy@mpmjh.com>

**Subject:** Perk Perkins Lot 3-6

Wendy,

Yes, Steve confirmed that he did install a double check valve for this property. I will be sending him an e-mail invoice. You can mark this lot as Complete!

Laurie Forstrom

307-413-5121

Plumbing Anytime Inc.

4050 Pub Place Suite # 1

PO Box 4814

Jackson WY. 83001

**From:** Warren Machol <wlm.assoc@gmail.com>

**Sent:** Thursday, January 18, 2024 2:32 PM

**To:** Wendy Meyring <wendy@mpmjh.com>

**Cc:** Jamie Streater <jstreater58@gmail.com>; Kurt Harland <thekurtharland@gmail.com>; Latham Jenkins <latham@livewaterproperties.com>

**Subject:** Re: Information for todays board meeting

Wendy,

Thank you for the historical billing information. I would like you to provide the gallons used from May to December of the year for the record.

It's important, given today's conversation, to have the most recent data, even if not yet billed for.

In addition, please confirm that the year 2020 -21 (2333 gallons) was the year the Board created a device and was testing for line sentiment. If I recall correctly there were two tests at my barn for 1000 gallons each. You can look up the payment to Pinnacle Plumbing for building the device, which, as I recall, is in the pump house.

Thank you

Warren

**WLM Associates**

500 NW Ridge Rd

Jackson WY 83001

307 734 1920 (o)

917 455 7470 (c)









# Skyline Minutes 1-18-24

Final Audit Report

2024-02-19

Created:	2024-02-19
By:	Mountain Property Management (info@mpmjh.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAA0X0OLd_EFSINoyQ-l63Yr5Fm3H15pGGy

## "Skyline Minutes 1-18-24" History

-  Document created by Mountain Property Management (info@mpmjh.com)  
2024-02-19 - 4:42:23 PM GMT- IP address: 207.183.166.24
-  Document emailed to Kurt (kurt@bhhsjacksonhole.com) for signature  
2024-02-19 - 4:42:58 PM GMT
-  Email viewed by Kurt (kurt@bhhsjacksonhole.com)  
2024-02-19 - 4:43:07 PM GMT- IP address: 66.102.6.166
-  Document e-signed by Kurt (kurt@bhhsjacksonhole.com)  
Signature Date: 2024-02-19 - 4:43:31 PM GMT - Time Source: server- IP address: 184.167.8.215
-  Document emailed to Latham (latham@livewaterproperties.com) for signature  
2024-02-19 - 4:43:32 PM GMT
-  Email viewed by Latham (latham@livewaterproperties.com)  
2024-02-19 - 4:43:44 PM GMT- IP address: 104.28.48.213
-  Document e-signed by Latham (latham@livewaterproperties.com)  
Signature Date: 2024-02-19 - 4:44:00 PM GMT - Time Source: server- IP address: 184.167.24.142
-  Agreement completed.  
2024-02-19 - 4:44:00 PM GMT