

**Means First Extension Water & Sewer District
Regular Meeting Minutes
Tuesday, January 10, 2017, 7:00 p.m.
400 South Gillette Avenue, Suite 106, Gillette, Wyoming**

BOARD MEMBERS PRESENT: Dawn Brengle, Gerald Eutsler, Russ Opp
 BOARD MEMBERS APPROVED ABSENT: Pete Quinnell, Susan James
 OTHERS PRESENT: Helenanne Cathey, Greg Worthen (Visionary Communications)

Gerald Eutsler called the meeting to order at 7:05 p.m.

I. Water System / Projects / New Water Requests –

- a. Tank painting – No update.
- b. Water System Review
 - a. The monthly report / usage and meter readings were reviewed.
 - b. 2015 Sanitary Survey Report – No update.
 - c. Backup Generator – Russ Opp went and visited with the gas company. The gas company said that there are gas lines in the area. The District can put a request for service in which would allow the gas company to put an estimate together on what it would cost to run the gas to the location for the use of running a generator. The consensus was to authorize Russ Opp to put in the request for service to get a feasibility study and cost estimate for service to the tanks. A generator would be a non-use service (it's a backup). If a unit heater is also installed, then it would be a used service, and then it would qualify for a rebate for part of the cost to install it.

II. Minutes Approval – Dawn Brengle moved to approve the minutes for the December 13, 2016, regular meeting as written. Russ Opp seconded. Motion carried unanimously.

III. Unfinished Business

- a. Visionary Communications – An updated agreement was reviewed. There were a few wording changes noted at the meeting. Russ Opp moved to approve the revised agreement, pursuant to the corrections being made as discussed and to authorize Pete Quinnell to sign the agreement once it has been updated. Dawn Brengle seconded. Motion carried unanimously.
- b. Director Election (May 2, 2017) – Brengle, Eutsler (4 yr terms) and Opp and James (2 yr terms). The first ad will run in the News-Record on January 11th. Applications to be on the ballot are due between February 1, 2017, and February 21, 2017. The application is available from the office of Cathey Consulting (307-685-8235) or online at www.catheyconsulting.net – click on Election Documents.

IV. Treasurer's Report Acceptance / Deposits Review / Bank Statements / Pay Bills

Dawn Brengle moved to accept the Treasurer's Report and pay bills as presented. Russ Opp seconded. Motion carried unanimously. Total bills paid at this meeting: \$7,764.47. The Treasurer's Report is as follows: Checking: \$121,563.04 after checks, Money Market: \$121,561.80 after the loan payment, First Interstate Bank CD: \$91,042.78, Major Repairs/Infrastructure Fund: \$116,801.54. The total of the accounts is \$450,969.16. Bills and checks were reviewed, approved and paid as follows:

CK #	Name	Invoice Number	Memo	Amount
AUTO	POWDER RIVER ENERGY	ACCT. 1980425	11/29/16-1/1/17 WELL BY BARN	\$220.28
		ACCT. 2847725	11/30/16-1/1/17 COPPER WELL BY PARK	\$225.90
		ACCT. 3144725	11/30/16-1/1/17 PUMP HOUSE	\$472.15
		ACCT. 12167100	11/29/16-12/31/16 2011 WATER WELL	\$481.09
3045	CATHEY CONSULTING, LLC	INV. 3707	DEC., 2016 ADMIN/BKS/COMPL./POST.	\$1,137.89
3046	HAWKINS, INC.	INV. 3996719	CHLORINE	\$618.50
3047	WATER GUY, LLC	INV. 2016-1331	DEC. WATER OPER. & METER READINGS	\$1,119.50
TOTAL CHECKS				\$4,275.31

From Money Market Account: First Interstate Bank Loan payment:

\$3,489.16

V. New Business

- a. None

VI. Shut Off Notices / Review Accounts Receivable Report

- a. Dawn Brengle moved to send seven shut off notices. Russ Opp seconded. Motion carried unanimously.

VII. Public Comment – There was an opportunity for public comment.

VIII. Adjourn – Russ Opp moved to adjourn the meeting. Dawn Brengle seconded. The meeting adjourned at 7:52 p.m.

NEXT REGULAR MEETING: TUESDAY, FEBRUARY 14, 2017, 7:00 P.M.

MEETINGS ARE HELD AT THE OFFICE OF CATHEY CONSULTING AT 400 SOUTH GILLETTE AVENUE, SUITE 106, GILLETTE (K² TECHNOLOGIES BUILDING – ENTRANCE IS ON 4TH STREET)

Respectfully submitted,
Helenanne Cathey, Assistant to the Board

Pete Quinnell, President / Date

Gerald Eutsler, Vice President / Date

Dawn Brengle, Secretary/Treasurer / Date

Susan James, Director / Date

Russ Opp, Director / Date