

**Pineview Improvement and Service District
Regular Meeting
MINUTES
Monday, December 9, 2024, 5:00 p.m.
Office of Cathey Consulting, 400 South Gillette Avenue, Suite 106, Gillette**

BOARD MEMBERS PRESENT: Nancy Bock, David Collins, Darlene Fetters
OTHERS PRESENT: Helenanne Cathey, Michael Hardman, Joe Moore

David Collins called the meeting to order at 5:00 p.m.

- I. Customer Concerns / Requests –**
 - a. No update from the owner of 33 Pineview regarding the possibility of tapping into the District’s water system.
- II. Minutes Approval –** David Collins moved to approve the minutes for the November 11, 2024, regular meeting as written. Nancy Bock seconded. Motion carried unanimously.
- III. Treasurers Report / Pay Bills / Sign Bank Statements –** The bills were reviewed and discussed. David Collins moved to accept the Treasurer’s Report and pay bills as listed below and sign bank statements. Nancy Bock seconded. Motion carried unanimously.

An invoice was received from Wyoming Association of Rural Water Systems – Invoice 19880 – voting membership for 2025 for \$495.00. There was discussion on the membership fee. The consensus is to leave this on the agenda for January for consideration to give the Board time to look into the organization.

Water Account Balance Forward From Last Meeting:	\$5,764.89
11/1-11/11/24 Deposits – Water	\$220.00
11/11/24 Deposit – Assessments	\$4,091.50
Adjusted balance forward:	\$10,076.39
11/12-11/30/24 Deposits – Water	\$777.17
11/27/24 Powder River Energy – Electricity 10/1-11/1/24	\$602.77
11/30/24 Interest	\$3.79
12/05/24 Deposit – Xpress bill pay	\$1,434.47
Balance Prior to Bill Payments:	\$11,689.05*

Bills paid at this meeting:

<u>Check #</u>	<u>Payee</u>	<u>Purpose</u>	<u>Amount</u>
AUTO	Powder River Energy	Electricity 11/1–12/1/24	No bill yet.
1487	Cathey Consulting	Inv. 7875 – Nov., 2024 Admin/Books/Compl.	\$551.25
1488	Pineview ISD	10/31/24 Assessments to Roads Account	\$1,039.50
1489	Water Guy, LLC	Inv. 2024-1301– Nov., 2024 Water Operator/meters/ Billing \$879.30	\$998.53
		Inv. 2024-1225 – Bounced check thru Xpress bill pay 20 Island Drive \$18.75	
		Inv. 2024-1379 - Create, print, label, mail unknown lead line inventory flyers to required homeowners \$62.98	
		Inv. 2024-1352 – Locate 9420 US-14 & Collins \$37.50	
TOTAL			\$2,589.28
BANK BALANCE END OF MEETING (WATER):			\$9,099.77*

**This balance does not reflect Water Guy deposits since the first of the month..*

(Note: Loan payments due 10/15/25: \$8,122.93 + 3,881.05 = \$12,003.98)

Roads Account Balance Forward From Last Meeting:	\$9,255.84
11/30/24 Interest	\$3.41
Roads Account Balance Prior to Meeting:	\$9,259.25

Check #	Payee	Purpose	Amount
No Bills Paid.			
		Transfer from Water Account (10/31/24 Assessments for Roads)	\$1,039.50
		BANK BALANCE END OF MEETING (ROADS)	\$10,298.75
		Water System Reserve Account Balance Forward From Last Meeting:	\$12,143.06
11/30/24	Interest	\$9.96	
		Water System Reserve Account Balance Prior to Meeting:	\$12,153.02
		<i>(Reserve account must have a minimum of \$12,003.98 at all times.)</i>	

Receivables were reviewed.

IV. Water System Update –

- a. The water system information was reviewed.
- b. Water Guy held a meeting for Board members on December 3rd regarding the next step in the lead service line inventory. David Collins attended the meeting. A reminder to homeowners that if you haven't done so, please send a picture along with your address to Water Guy of your water line where it comes into your home. There was discussion on the requirements.

- V. Roads –** Earth Work Solutions will be blading the roads and bringing in scoria. \$4,400 was authorized at the May 13, 2024, meeting. An additional \$4,000 was authorized at the November 11, 2024 meeting. David Collins reported that Evan at Earth Work Solutions hasn't got back to him yet.

VI. Unfinished Business

- a. David Collins is working on getting insurance quotes.

VII. New Business

- a. Director Election (May 6, 2025 – Bock and Collins / 4-yr terms) – The following legal ad will run in the Gillette News-Record on January 14, 2025:

NOTICE OF DIRECTOR ELECTION
PINEVIEW IMPROVEMENT & SERVICE DISTRICT
CAMPBELL COUNTY, WYOMING

Public Notice is hereby given that on Tuesday, May 6, 2025, an election shall be held for the purpose of electing two Directors to serve four (4)-year terms on the Board of the Pineview 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, May 6, 2025, 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 3827, Gillette, WY 82717) or with Cathey Consulting (400 S Gillette Avenue, Suite 106, Gillette) between February 5, 2025, and February 25, 2025. 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.

Nancy Bock, Secretary/Treasurer / Filing Officer
Pineview Improvement & Service District

VIII. Upcoming Meetings:

2025 Meetings:

Mon., Jan. 6, 2025, 5:00 p.m. / Mon., Feb. 3, 2025, 5:00 p.m. / Mon., Mar. 3, 2025, 5:00 p.m.
Mon., Apr. 28, 2025, 5:00 p.m. / Mon., May 12, 2025, 5:00 p.m. / Mon. June 23, 2025, 5:00 p.m.
Mon., July 21, 2025, 5:00 p.m. / Mon., Aug. 18, 2025, 5:00 p.m. / Mon., Sep. 15, 2025, 5:00 p.m.

IX. Adjourn – David Collins adjourned the meeting at 5:15 p.m.

NOTES TO LANDOWNERS:

- **PLEASE DO NOT DRAG OR BLADE THE ROADS WITHOUT BOARD AUTHORIZATION. ANYONE INTERESTED IN HELPING TO MAINTAIN THE ROADS IS INVITED TO PLEASE ATTEND A DISTRICT MEETING!**
- **NO MUD BOGGING ON THE ROADS!**
- **SLOW DOWN ON THE ROADS AND STAY ON THE ROAD!**
- **WHENEVER THERE IS A PROBLEM WITH THE WATER SYSTEM, RESIDENTS NEED TO CALL WATER GUY AT 307-299-3544 OR 307-299-9911.**
- **A REMINDER TO STAY OUT OF METER PITS. ANY DAMAGE AS A RESULT OF GETTING INTO METERS, METER PIT, WIRES, ETC. WILL BE BILLED TO LANDOWNERS.**

Respectfully submitted,
Helenanne Cathey, Assistant to the Board

David Collins
Signature

David Collins
Printed Name

1-6-25
Date

Nancy Bock
Signature

Nancy Bock
Printed Name

1-6-25
Date

David Collins, President / Darlene Fetters, Vice President / Nancy Bock, Secretary/Treasurer