

**Pineview Improvement and Service District**  
**Regular Meeting**  
**MINUTES**  
**Monday, May 13, 2024, 5:00 p.m.**  
**Office of Cathey Consulting, 400 South Gillette Avenue, Suite 106, Gillette**

BOARD MEMBERS PRESENT: Nancy Bock, David Collins, Darlene Feters  
 OTHERS PRESENT: Helenanne Cathey,

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 April 29, 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.

|                                                         |                   |
|---------------------------------------------------------|-------------------|
| <b>Water Account Balance Forward From Last Meeting:</b> | <b>\$4,881.34</b> |
| 4/1-4/29/24 Deposits – Water                            | \$770.00          |
| Adjusted balance forward:                               | \$5,020.05        |
| 4/30-4/30/24 Deposits – Water                           | \$0               |
| 04/30/24 Interest                                       | \$3.38            |
| 05/09/24 Deposit – Xpress bill pay                      | \$3,590.00        |
| 05/09/24 Deposit – Assessments                          | \$2,705.70        |
| Balance Prior to Bill Payments:                         | \$11,950.42*      |

Bills paid at this meeting:

| Check # | Payee               | Purpose                                                                   | Amount               |
|---------|---------------------|---------------------------------------------------------------------------|----------------------|
| AUTO    | Powder River Energy | Electricity 4/1 – 5/1/24                                                  | \$598.43             |
| 1466    | Cathey Consulting   | Inv. 7572 – Apr., 2023 Admin/Books/Compl.                                 | \$551.25             |
| 1467    | Pineview ISD        | 4/30/24 Assessments for Roads Account                                     | \$769.98             |
| 1468    | Water Guy, LLC      | Inv. 2024-373– Apr., 2024 Water Operator/meters/<br>Billing/Deposit books | \$987.13<br>\$987.13 |

|                                             |                    |
|---------------------------------------------|--------------------|
| TOTAL                                       | \$2,906.79         |
| <b>BANK BALANCE END OF MEETING (WATER):</b> | <b>\$9,043.63*</b> |

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

*(Note: Loan payments due 10/15/24: \$8,122.93 + 3,881.05 = \$12,003.98)*

|                                                         |                   |
|---------------------------------------------------------|-------------------|
| <b>Roads Account Balance Forward From Last Meeting:</b> | <b>\$5,511.29</b> |
| 04/30/24 Interest                                       | \$1.89            |

|                                                |                   |
|------------------------------------------------|-------------------|
| <b>Roads Account Balance Prior to Meeting:</b> | <b>\$5,513.18</b> |
|------------------------------------------------|-------------------|

| Check #                                    | Payee                                                    | Purpose | Amount            |
|--------------------------------------------|----------------------------------------------------------|---------|-------------------|
| No Bills Paid.                             |                                                          |         |                   |
| 05/13/24                                   | 4/30/24 Roads Assessments transferred from Water Account |         | \$769.98          |
| <b>BANK BALANCE END OF MEETING (ROADS)</b> |                                                          |         | <b>\$6,283.16</b> |

|                                                                        |                    |
|------------------------------------------------------------------------|--------------------|
| <b>Water System Reserve Account Balance Forward From Last Meeting:</b> | <b>\$12,072.27</b> |
|------------------------------------------------------------------------|--------------------|

|                   |        |
|-------------------|--------|
| 04/30/24 Interest | \$9.90 |
|-------------------|--------|

|                                                               |                    |
|---------------------------------------------------------------|--------------------|
| <b>Water System Reserve Account Balance Prior to Meeting:</b> | <b>\$12,082.17</b> |
|---------------------------------------------------------------|--------------------|

Receivables were reviewed.

**IV. Water System Update –**

- a. The water system information was reviewed.
- b. No update on the lead and copper service line inventory.

**V. Roads –** David Collins reported that Earth Work Solutions can provide four trains of scoria and a day of blading for \$4,400 – two train loads on North Pineview on the corner where it gets really muddy and the other two on Ranchette Drive. David Collins moved to approve the road work and have Earth Work Solutions start on it as soon as possible. Nancy Bock seconded. Motion carried unanimously.

**VI. Unfinished Business**

- a. Budget-7/1/24 – 6/30/25 – The following legal ad will run in the News-Record on June 11, 2024:

**LEGAL NOTICE OF PUBLIC BUDGET HEARING  
PINEVIEW IMPROVEMENT & SERVICE DISTRICT**

Pineview Improvement and Service District will hold a public hearing to review the 7/1/24 – 6/30/25 budget followed by the regular District meeting to adopt the budget and conduct regular business at the office of Cathey Consulting at 400 South Gillette Avenue, Suite 106, Gillette, Wyoming, (City Hall Mall / K2 Technologies Building – entrance is on 4<sup>th</sup> Street across from Arrow Printing) on June 24, 2024, at 5:00 p.m.

Budget Summary:

Expenses: Administrative \$6,900 / Indirect \$600 / Operations \$64,117 /  
Loan \$12,003 / Reserves \$9,226  
Revenue and Rollover: \$92,846

The monthly fee for those on water is \$110 per month plus \$3 per 1,000 over 12,000 gallons a month. The assessments will stay at \$189 per lot for roads and \$763 per lot for the water system. Past due monthly bills may be added to assessments.

The complete proposed budget is available online at [www.catheyconsulting.net](http://www.catheyconsulting.net) – Pineview meeting minutes for 04/29/24. To contact the District or to request special accommodations for the hearing, call Cathey Consulting at 307-685-8235.

- b. David Collins reported that he contacted Justin Likness with Tegeler & Associates, and they are working up a bid for the water tank and water system. They will also do a quote for a major road repair if there were a big rain/flood that washed out the roads.

**VII. New Business**

- a. None

**VIII. Next Regular Meeting: Monday, June 24, 2024, 5:00 p.m. (Budget Hearing and Regular Meeting)**

2024 Meetings:

Mon., June 24, 2024, 5:00 p.m.

Mon., July 22, 2024, 5:00 p.m. / Mon., Aug. 19, 2024, 5:00 p.m. / Mon., Sep. 16, 2024, 5:00 p.m.

Mon., Oct. 14, 2024, 5:00 p.m. / Mon., Nov. 11, 2024, 5:00 p.m. / Mon., Dec. 9, 2024, 5:00 p.m.

**IX. Adjourn –** David Collins adjourned the meeting at 5:35 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, President / Date

---

Darlene Feters, Vice President / Date

---

Nancy Bock, Secretary/Treasurer / Date