

**Pineview Improvement and Service District**  
**Regular Meeting**  
**MINUTES**  
**Monday, September 18, 2023, 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, Michael Hardman, Scott Robinson, 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 August 21, 2023, regular meeting as presented. 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. David Collins moved to transfer \$3,500 from the Reserve account to the checking account. Nancy Bock seconded. Motion carried unanimously.

|                                                         |                   |
|---------------------------------------------------------|-------------------|
| <b>Water Account Balance Forward From Last Meeting:</b> | <b>\$4,863.90</b> |
| 8/1-8/21/23 Deposits – Water                            | \$3,745.00        |
| Adjusted balance forward:                               | \$8,608.90        |
| 8/22-8/31/23 Deposits – Water                           | \$110.00          |
| 08/31/23 Interest                                       | \$4.31            |
| 09/07/23 Deposit – Xpress bill pay                      | \$2,536.88        |
| Balance Prior to Bill Payments:                         | \$11,260.09*      |

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

Bills paid at this meeting:

| Check #                                     | Payee                               | Purpose                                                      | Amount             |
|---------------------------------------------|-------------------------------------|--------------------------------------------------------------|--------------------|
| AUTO                                        | Powder River Energy                 | Electricity 8/1 – 9/1/23                                     | \$638.89           |
| 1434                                        | Cathey Consulting                   | Inv. 7220 – August, 2023 Admin/Books/Compl.                  | \$551.25           |
| 1435                                        | Energy Laboratories                 | Inv. 579348 – Water testing                                  | \$333.00           |
| 1436                                        | Water Guy, LLC                      | Inv. 2023-844 – Aug., 2023 Water Operator/meters/<br>Billing | \$868.80           |
| 1437                                        | Wyo. Office of State Lands & Inv. – | Loan payments                                                | \$12,003.98        |
|                                             |                                     | DW207 Payment 3 \$8,122.93                                   |                    |
|                                             |                                     | DW207GR Payment 3 \$3,881.05                                 |                    |
| <b>TOTAL</b>                                |                                     |                                                              | <b>\$14,395.92</b> |
| 09/18/23                                    | Transfer from Reserves Account:     | \$3,500.00                                                   |                    |
| <b>BANK BALANCE END OF MEETING (WATER):</b> |                                     |                                                              | <b>\$364.17</b>    |

|                                                         |                   |
|---------------------------------------------------------|-------------------|
| <b>Roads Account Balance Forward From Last Meeting:</b> | <b>\$7,859.52</b> |
| 08/31/23 Interest                                       | \$2.95            |
| <b>Roads Account Balance Prior to Meeting:</b>          | <b>\$7,862.47</b> |

| Check #                                    | Payee | Purpose | Amount            |
|--------------------------------------------|-------|---------|-------------------|
| No bills paid.                             |       |         |                   |
| <b>BANK BALANCE END OF MEETING (ROADS)</b> |       |         | <b>\$7,862.47</b> |

|                                                                        |                    |
|------------------------------------------------------------------------|--------------------|
| <b>Water System Reserve Account Balance Forward From Last Meeting:</b> | <b>\$13,001.79</b> |
| 08/31/23 Interest                                                      | \$11.05            |
| 09/18/23 Transfer to Checking for bills & loan payment                 | \$3,500.00         |
| <b>Water System Reserve Account Balance End of Meeting:</b>            | <b>\$9,512.84</b>  |

***(Reserve account must have a minimum of \$12,003.98 at all times.)***

Receivables were reviewed. \$2,755 was collected from the past due account that had the assessment added to their taxes. There will need to be a refund issued at some point, but it is unclear who should be refunded at this time.

**IV. Water System Update –**

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

**V. Roads –** Road work was authorized (up to \$7,000). Earth Work Solutions has reported that they will do the road work in early October.

**VI. Unfinished Business**

- a. None

**VII. New Business**

- a. The Local Government Annual Report Summary for fiscal year ending 6/30/23 was signed by Board members and will be submitted to the Department of Audit along with the Proof of Cash completed by Helenanne Cathey. The annual census report (F32) was submitted by Helenanne Cathey.
- b. Eldridge mowed the roads. David Collins said he will mow up by the well house this week.

**VIII. Next Regular Meeting: Monday, October 16, 2023, 5:00 p.m. (Regular Meeting)**

2023 Meetings:

Mon., Oct. 16, 2023, 5:00 p.m. / Mon., Nov. 13, 2023, 5:00 p.m. / Mon., Dec. 11, 2023, 5:00 p.m.

**IX. Adjourn –** David Collins adjourned the meeting at 5:21 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.**

Respectfully submitted,  
Helenanne Cathey, Assistant to the Board

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David Collins, President / Date

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Darlene Fetters, Vice President / Date

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Nancy Bock, Secretary/Treasurer / Date