

**Cook Road Water District
Regular Meeting
MINUTES**

Thursday, January 23, 2025, 5:30 p.m.

At the Office of Cathey Consulting, 400 South Gillette Ave., Suite 106, Gillette, Wyoming

BOARD MEMBERS PRESENT: Mike Fuller, Denise Nannemann, Eric Powers,
Angela Williams
OTHERS PRESENT: Helenanne Cathey

Angela Williams called the meeting to order at 5:30 p.m.

I. Customer Requests / Public Comment – Taylor Vinot spoke to a Board member and Helenanne Cathey regarding getting on the District’s water (Barlow property (320 acres on Cook Road / no address yet) – The consensus of the Board is that since this property isn’t in the District, and the District doesn’t have the capacity to provide water to them, a tap will not be approved.

II. Water System Update

- a. Fencing for the well on 270 Cook Road / the fence is still laying there after last year’s repair – Water Guy was going to put posts in the ground so that a fence can be slid on the posts and then just slid off of the posts rather than take the whole fence down when work has to be done on the well. It wasn’t completed last year.
- b. The Water System Information Spreadsheet was reviewed. Account 213.02 was back to a more normal reading in December after several months of very high readings.
- c. Water Guy Accounts Receivable Balances and reports were reviewed.
- d. Shut off / Delinquent Accounts were reviewed.
- e. Lead Service Line Inventory – No update.

III. Minutes Approval / Treasurer’s Report / Bills – Financial reports and minutes were reviewed. Mike Fuller moved to approve the minutes for the regular meeting on December 18, 2024, accept the treasurer’s report, and approve and pay the bills as presented. Eric Powers seconded. Motion carried unanimously.

Sinking Fund Balance Forward:	\$280,711.96
12/31/24 Interest \$249.76	
Sinking Fund Ending Balance:	\$280,961.72
Capital Expenditures Balance Forward:	\$39,376.02
12/31/24 Interest \$33.36	
Capital Expenditures Ending Balance:	\$39,409.38
Checking Account Balance Forward:	\$5,740.58
Deposits 12/1-12/18/24: \$4,315.00	
Adjusted Balance Forward:	\$10,055.58
12/19/24 Deposit – PR Energy – Capital Credits \$1,304.17	
12/19-12/31/24 Deposits–Water \$1,892.00	
12/31/24 Interest \$6.61	
Checking Account / QuickBooks Balance 12/31/24:	\$13,258.36
01/05/25 Xpress Bill Pay Dep. \$4,724.64	
Checking Account / QuickBooks Balance Prior to bills:	\$17,983.00

Bills Paid at Meeting:

Ck#	Vendor	Description	Amount
AUTO	Powder River Energy	Electricity – 12/1/24-1/1/25	\$828.76
1443	Cathey Consulting, LLC	Inv. 7901 – Dec. admin./books/compliance	\$656.25
1444	CBH Co-Op	Even Energy Plan Payment	\$46.00
1445	Hawkins, Inc.	Inv. 6943233 – Chlorine \$459.50	\$489.50

		Inv. 6961056 – Chlorine \$30.00	
1446	ProElectric, Inc.	Inv. 20241089 – Installed surge arrester	\$2,589.00
1447	Water Guy	Inv. 2024-1450 Dec. water operator/meters/ billing \$2,079.70	\$4,404.78
		Inv. 2024-1430 – Raise pit for 7501 Red Rock Road \$2,325.08	

TOTAL BILLS PAID: \$9,014.29
Checking Account Balance End of Meeting \$8,968.71

**Checking account balance does not include Water Guy deposits since the end of the prior month.*

V. Unfinished Business

- a. Appointment to the Board – Anyone interested in serving on the Board is asked to attend a meeting. The Board needs to appoint someone to serve on the Board until the next election.
- b. Insurance Carrier/ request for information – Documents were provided to the insurance company as follows:
 - i. ProElectric invoice from 3/3/16 (surge protection installed / \$5,300)
 - ii. ProElectric letter that explains the surge protection installed on the system.
 An invoice dated 12/26/24 was received from ProElectric for a surge arrester installed for \$2,589.00. This invoice was received after the letter and prior invoice from 2016 was sent to the insurance company. A copy of the invoice will be sent to the insurance company.

VI. New Business

- a. None.

Mike Fuller moved to adjourn. Eric Powers seconded. The meeting was adjourned at 5:34 p.m.

A reminder to landowners – when the red light is flashing at the top of the water tank, turn off your outdoor watering until the light is off!

Next Regular Meeting: Thursday, February 27, 2025, 5:30 p.m. at the office of Cathey Consulting.

2025 Meetings:

Thurs., Feb. 27, 2025, 5:30 p.m. / Thurs., Mar. 27, 2025, 5:30 p.m.
 Thurs., Apr. 24, 2025, 5:30 p.m. / Thurs., May 22, 2025, 5:30 p.m. / Thurs., June 26, 2025, 5:30 p.m.
 Thurs., July 24, 2025, 5:30 p.m. / Thurs., Aug. 28, 2025, 5:30 p.m. / Thurs., Sep. 25, 2025, 5:30 p.m.
 Thurs., Oct. 23, 2025, 5:30 p.m. / Wed., Nov. 19, 2025, 5:30 p.m.* / Wed., Dec. 17, 2025, 5:30 p.m.*

**November and December meetings rescheduled due to Thanksgiving and Christmas holidays.*

MEETINGS: BOARD MEETINGS ARE NORMALLY HELD THE FOURTH THURSDAY OF EACH MONTH AT 5:30 P.M. AT THE OFFICE OF CATHEY CONSULTING AT 400 SOUTH GILLETTE AVENUE (K² TECHNOLOGIES BUILDING – ENTRANCE IS ON 4TH STREET).

Respectfully submitted,
 Helenanne Cathey, Assistant to the Board

Angela Williams
 Signature

Angela Williams
 Printed Name

2-27-25
 Date

Denise Nannemann
 Signature

Denise Nannemann
 Printed Name

02-27-25
 Date

Angela Williams, Chairman / Eric Powers, Vice-Chairman / *Vacant*, Treasurer /
 Denise Nannemann, Secretary / Mike Fuller, Director