

Means First Extension Water & Sewer District
Regular Meeting Minutes
Tuesday, January 14, 2025, 2024, 5:30 p.m.
400 South Gillette Avenue, Suite 106, Gillette, Wyoming

BOARD MEMBERS PRESENT: Dawn Brengle, Russ Opp, Bob Sinclair
 BOARD MEMBERS NOT PRESENT: Rod Blizzard
 OTHERS PRESENT: Helenanne Cathey

Russ Opp called the meeting to order at 5:31 p.m.

I. Customer Accounts / Concerns / Accounts Receivable Report

- a. 3430 McGee Avenue – The homeowner was not at the meeting. This will be removed from the agenda.
- b. DRM master meter – 10/8/24 Board approved DRM using building meter until the master meter is repaired. No update.
- c. Accounts receivable balances and billing for last month were reviewed. The following accounts that showed 0 usage in prior months but showed usage this month or have been confirmed they should be 0 or had a high usage that has been explained and can now be removed from the list: 580.02, 600.02, 578.03, and 613.05.

II. Water System Update / Projects

- a. Permit closeout for water line to serve DRM – Waiting for compaction tests by DRM. No update.
- b. Board members continue to install markers for valves and meter pits.
- c. Projects (tank replacement, generator for backup power, general water distribution improvement project, lead service line inventory) – No update.
- d. Lead Service Lines Inventory – There was discussion on the program which has gotten very confusing. Russ Opp will contact Wyoming Association of Rural Water and/or federal legislators to see if he can find out more information.
- e. Issues with Hydrant (on Oil) – No update.

III. Minutes Approval –

Dawn Brengle moved to approve the minutes for the regular meeting on December 10, 2024, as presented. Bob Sinclair seconded. Motion carried unanimously.

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

The bills were reviewed. The CD was renewed last month at 4.5%. Dawn Brengle moved to accept the Treasurer’s Report and pay the bills as presented. Bob Sinclair seconded. Water Guy’s invoice included a water turn on which was discussed. A note will be sent to Water Guy making sure it was billed to the customer from the District. Motion carried unanimously. Total bills paid \$6,724.61. Account balances: First Northern Bank Checking: \$91,749.47 after bill payments (except does not include deposits since the end of the prior month – deposits are reconciled with bank statements on a monthly basis), Money Market Account: \$142,784.43, Money Market/Reserves: \$405,997.67, CD: \$170,208.81, CD/Reserves \$103,814.62. The total of the accounts is \$914,555.00. Bills and checks were reviewed, approved, and paid as follows:

CK #	Name	Invoice Number	Memo	Amount
AUTO	POWDER RIVER ENERGY	ACCT. 1980425	#3 WELL BY BARN - \$234.15	\$1,652.41
	12/1/24 - 1/1/25	ACCT. 2847725	COPPER WELL BY PARK - \$242.30	
		ACCT. 3144725	PUMP HOUSE - \$548.20	
		ACCT. 12167102	2011 WATER WELL - \$627.76	
4398	CATHEY CONSULTING	INV. 7912	DECEMBER, 2024 ADMIN./BOOKS/COMPL/POSTAGE \$1,654.00	\$1,750.10
		INV. 7892	12/10/24 MEETING MEAL \$96.10	
4399	DAWN BRENGLE	2ND QTR 2025	2ND QTR 2025 BOARD MEETING ATTENDANCE	\$75.00
4400	HAWKINS, INC.	INV. 6938335	CHLORINE \$20.00	\$20.00
4401	ROBERT SINCLAIR	2ND QTR 2025	2ND QTR 2025 BOARD MEETING ATTENDANCE	\$75.00
4402	RODERICK BLIZZARD	2ND QTR 2025	2ND QTR 2025 BOARD MEETING ATTENDANCE	\$75.00
4403	RUSSELL OPP	2ND QTR 2025	2ND QTR 2025 BOARD MEETING ATTENDANCE	\$75.00

4404	WATER GUY	INV. 2024-1476	DECEMBER, 2024 WATER OPER./METERS/BILLING \$2,927.10	\$3,002.10
		INV. 2024-1520	WATER TURNED ON AT 3691 MCGEE 12/27/24	
			TOTAL CHECKS	\$6,724.61

V. Unfinished Business

- a. Director Vacancy – Brian Lamphere has decided not to serve on the Board. Someone else was contacted that said they would attend the meeting but they were not here. Anyone interested in serving on the Board is asked to please contact a Board member or come to a meeting.
- b. Director election (May 6, 2025 – Brengle, Opp (4 year terms) and Vacant (remaining 2 years of a 4-year term). The first legal ad will run in the News-Record on January 14, 2025. Applications to be on the ballot are due between February 5 and 25, 2025.
- c. The insurance policy was received by e-mail and was forwarded to Board members.

VI. New Business

- a. None

VII. Public Comment – There was an opportunity for public comment. There were no public comments.

VIII. Adjourn – Dawn Brengle moved to adjourn. Bob Sinclair seconded. The meeting was adjourned at 6:02 p.m.

NEXT REGULAR MEETING: TUESDAY, FEBRUARY 11, 2025, 5:30 P.M.

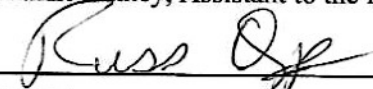
2025 Meetings:

Tues., Feb. 11, 2025, 5:30 p.m.	Tues., Mar. 11, 2025, 5:30 p.m.	
Tues., Apr. 8, 2025, 5:30 p.m.	Tues., May 13, 2025, 5:30 p.m.	Tues., June 10, 2025, 5:30 p.m.
Tues., July 8, 2025, 5:30 p.m.	Tues., Aug. 12, 2025, 5:30 p.m.	Tues., Sep. 9, 2025, 5:30 p.m.
Tues., Oct. 14, 2025, 5:30 p.m.	Tues., Nov. 11, 2025, 5:30 p.m.	Tues., Dec. 9, 2025, 5:30 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)

Meeting Minutes are posted online at www.catheyconsulting.net – click on Means Water & Sewer.

Respectfully submitted,
Helenanne Cathey, Assistant to the Board



Signature

Russ Opp

Printed Name

11 Feb 25

Date



Signature

Robert Sinclair

Printed Name

2/11/25

Date

Russ Opp, President / (307-680-7750) / Bob Sinclair, Vice President / (307-660-2023) / Dawn Brengle, Secretary/Treasurer / Roderick (Rod) Blizzard, Director / (307-299-0016) / Vacant, Director