

**Crestview Improvement & Service District
Regular Meeting
Minutes**

Thursday, February 13, 2025, 4:00 p.m.

Office of Cathey Consulting – 400 South Gillette Avenue, Suite 106, Gillette, WY 82716

Board Members Present: Donie Miller, AnnaMarie Nebel
Board Members Not Present: Loren Tucker
Others Present: Helenanne Cathey, Dustin Wheeler (DOWL Engineering),
Scott & Bobbi Jo Lungren

AnnaMarie Nebel called the meeting to order at 4:00 p.m.

I. Water and Wastewater

a. Wastewater –

- i. The agreement to convey the sewer system to the City of Gillette was approved by Crestview on 5/9/24. No update at this time.
- ii. Update from DOWL (Collection System Repairs & Lagoon Abandonment Agreement approved 6/13/24) – Dustin Wheeler reported that they are close to final design. The City and Barry Crago continue to work on the agreement. They are ready to submit to DEQ when the agreement is finalized. They submitted an application to the State Loan and Investment Board to be eligible for funding in the next year with the lagoon abandonment included. It will be reviewed by SLIB in April. They also put together an application for the Mineral Royalty Grant. They are waiting for letters from the City of Gillette and the County to submit with the grant. Board members will reach out to the City and County regarding the letters that are required with the MRG application. There was discussion on the permitting requirements.

b. Water – There was discussion on the regional water and when Crestview will be connected. Dustin Wheeler will follow up with the City.

- i. City of Gillette – Water System
- ii. Quotes to sandblast and coat the water tank – This item will be removed from the agenda.

II. Billing / Accounts Receivable / Aging Reports

Barry Crago was unable to be at the meeting, and he reported that he did not have any updates at this time. Water Guy reports were available for review.

The Board reviewed and signed the release of lien on 2713 Needle Court (Schipman). Helenanne Cathey will file it with the Courthouse as soon as possible and send it to the title company.

A customer sold two properties and purchased a different property in Crestview. The board had no issues with Water Guy transferring the credit to the customer's new account. An e-mail will be sent to Water Guy to let them know it was fine to transfer the credit.

III. Minutes Approval

AnnaMarie Nebel moved to approve the minutes for the regular meeting on January 9, 2025, as written. Donie Miller seconded. Motion carried unanimously.

IV. Treasurer's Report / Payables / Receivables

The bills and financial information were reviewed. Donie Miller moved to accept the Treasurer's Report and pay bills. AnnaMarie Nebel seconded. Motion carried unanimously.

Wyostar Account Balance (End of last meeting):		\$1,030,295.90
12/10/24	Deposit - Assessment	\$635.50
12/31/24	Interest	\$3,606.13
01/31/25	Interest	No statement yet.
Balance in Wyostar Account Balance End of Meeting:		\$1,034,537.53

Checking Account Balance (End of last meeting): \$134,408.89*
 12/10/24 – Correction – Assessments deposited into WyoStar and not
 Checking account / incorrect amount: -\$635.65
 1/1-1/9/25 Deposits \$0
 Adjusted Balance Forward: \$133,773.24
 1/10-1/31/25 Deposits \$7,749.90
 01/31/25 Interest \$55.16
 QuickBooks Balance End of Month: \$141,578.30
 02/05/25 Xpress bill pay deposit \$7,461.31
 Balance Prior to Meeting: \$149,039.61*
 (*Balance does not reflect Water Guy deposits recorded since the end of the prior month.)

Bills Paid:

	Date	Num	Memo	Open Balance
Brent Reynolds (Refund)				
	01/10/2025	Refund	Refund customer for 6809 Robin Drive per Water Guy	56.00
Total Brent Reynolds (Refund)				Ck# 3159
Cathey Consulting, LLC				
	01/31/2025	7947	Jan., 2025, Admin /Bookkeeping/Compliance Services	1,785.00
Total Cathey Consulting, LLC				Ck# 3160
City of Gillette Department of Finance				
	01/31/2025	Acct 20501 1/2-2/3	Acct 20501 Electricity/Wastewater 1/2/25 - 2/3/25 Bill # 2007750	785.99
	01/31/2025	Acct 20765 1/2-2/3	Acct 20765 Electricity Water 1/2/25-2/3/25 Bill # 2007792	815.29
Total City of Gillette Department of Finance				AUTO PAY
DOWL LLC				
	01/28/2025	5063-28046.01-7	Engineering - Collection System Repairs & Lagoon 12/22/24-1/25/25	1,360.00
Total DOWL LLC				Ck# 3161
Energy Laboratories, Inc.				
	01/23/2025	686176	Testing - Wastewater	73.00
	01/27/2025	686607	Testing - Wastewater	64.00
	01/28/2025	686931	Testing - Wastewater	73.00
	01/28/2025	686916	Testing - Wastewater	284.00
	01/30/2025	687570	Testing - Wastewater	73.00
	02/05/2025	688257	Testing - Wastewater	284.00
	02/05/2025	688275	Testing - Wastewater	73.00
Total Energy Laboratories, Inc.				Ck# 3162
Hawkins, Inc.				
	01/15/2025	6960864	Chlorine	30.00
Total Hawkins, Inc.				Ck# 3163
State Farm Insurance Support Center				
	02/12/2025	90-BM-3351-6 2025	Fidelity Bond 2/12/25 - 2/12/26	664.00
Total State Farm Insurance Support Center				Ck# 3164
Tanya Allee (Refund)				
	01/08/2025	Refund	Refund credit balance for 2217 Gallery View Drive per Water Guy	112.00
Total Tanya Allee (Refund)				Ck# 3165
Water Guy, LLC				
	01/03/2025	2025-88	Dechlorination pucks delivered 1/3/25	270.40
	01/05/2025	2025-103	Locates 10/31/24 - 12/20/24	337.50
	01/22/2025	2025-95	Bounced check through Xpress bill pay 1/22/25 - 2803 Sassick	18.75
	01/31/2025	2025-29	Jan., 2025 Water Operator / Wastewater Operator / Meter Readings / Billing	4,169.60
Total Water Guy, LLC				Ck# 3166
TOTAL				11,328.53

Checking Account Balance End of Meeting:

\$137,711.08*

V. Unfinished Business

- a. None

VI. New Business

- a. The District can no longer direct deposit directly into the WyoStar program. A form was completed for the County to Direct Deposit assessments into the District’s bank account instead of the WyoStar account.
- b. Bobbi Jo and Scott Lungren addressed some concerns they are having with activities occurring in the subdivision. They have talked to the Gillette Police Department and asked for additional police patrols. There are people speeding through the District, and they have had a person drive into their yard on several occasions. All residential areas are 25 mph, but there are only two signs posted in the subdivision. There are drug deals happening in the neighborhood. People are parking in front of fire hydrants, and there are people who park in front of and block other people’s garbage cans so the garbage truck can’t pick up their garbage. People can’t see when they are backing out of their driveways because of trailers and large trucks parked on the street.

The Board explained that the Crestview Improvement and Service District doesn’t have the authority to resolve the issues raised at this meeting. Board members call the City offices on a regular basis regarding the issues raised at the meeting and report their concerns, and homeowners are encouraged to contact City of Gillette offices (police department, compliance, city council, etc.) to try to resolve these issues. City Council meetings are held the first and third Tuesdays of the month at 6:00 p.m. in the Council Chambers at City Hall.

Bobbi Jo Lungren also reported on her concerns regarding the lead program and the iron that was in her water when Water Guy did some tests. She hasn’t heard back from Water Guy.

VII. Customer Concerns / Requests - No other customer concerns or requests.

VIII. Executive Session – There was no Executive Session.

Next Meeting: Thursday, March 13, 2025, 4:00 p.m. (Regular Meeting at the office of Cathey Consulting at 400 South Gillette Avenue, Suite 106 , K² Technologies Building – Entrance is on 4th Street).

2025 meetings:

Thurs., Mar. 13, 2025, 4:00 p.m.

Thurs., Apr. 10, 2025, 4:00 p.m. / Thurs., May 8, 2025, 4:00 p.m. / Thurs., June 12, 2025, 4:00 p.m.

Thurs., July 10, 2025, 4:00 p.m. / Thurs., Aug. 14, 2025, 4:00 p.m. / Thurs., Sep. 11, 2025, 4:00 p.m.

Thurs., Oct. 9, 2025, 4:00 p.m. / Thurs., Nov. 13, 2025, 4:00 p.m. / Thurs., Dec. 11, 2025, 4:00 p.m.

All meetings of the Crestview Improvement and Service District are open to the public and the public are always welcome.

AnnaMarie Nebel adjourned the meeting at 5:01 p.m.

Respectfully submitted,

Helenanne Cathey,

Assistant to the Board of Directors

AnnaMarie Nebel
Signature

ANNA MARIE NEBEL
Printed Name

MARCH 19th, 2025
Date

Donie Miller
Signature

Donie Miller
Printed Name

March 19 2025
Date

AnnaMarie Nebel, President / Loren Tucker, Vice President / Donie Miller, Secretary/Treasurer