

Means First Extension Water & Sewer District
Regular Meeting Minutes
Tuesday, February 11, 2025, 5:30 p.m.
400 South Gillette Avenue, Suite 106, Gillette, Wyoming
BOARD MEMBERS PRESENT: Rod Blizzard, Dawn Brengle, Russ Opp, Bob Sinclair
OTHERS PRESENT: Helenanne Cathey

Russ Opp called the meeting to order at 5:30 p.m.

I. Customer Accounts / Concerns / Accounts Receivable Report

- a. DRM master meter – 10/8/24 Board approved DRM using building meter until the master meter is repaired. No update.
- b. Accounts receivable balances and billing for last month were reviewed. Russ Opp reported that he talked to one customer who almost got shut off last month. There was discussion on the multiplier on Account 480.01. Most accounts have a multiplier of 10, but this account has a multiplier of 1. Russ Opp will contact Water Guy to make sure the multiplier is correct.

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 reported that he has contacted someone from the Wyoming Association of Rural Water as well as Senator Barrasso’s office, but no one has gotten back to him on the program.
- e. Issues with Hydrant (on Oil) – No update.

III. Minutes Approval –

Rod Blizzard moved to approve the minutes for the regular meeting on January 14, 2025, as presented. Bob Sinclair seconded. Motion carried unanimously.

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

The bills were reviewed. Rod Blizzard moved to accept the Treasurer’s Report and pay the bills as presented. Bob Sinclair seconded. Motion carried unanimously. Total bills paid \$10,594.39. Account balances: First Northern Bank Checking: \$94,237.67 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: \$142,905.70, Money Market/Reserves: \$406,342.49, CD: \$170,208.81, CD/Reserves \$103,814.62. The total of the accounts is \$917,509.29. 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 - \$174.39	\$1,737.37
	1/1/25 - 2/1/25	ACCT. 2847725	COPPER WELL BY PARK - \$181.09	
		ACCT. 3144725	PUMP HOUSE - \$610.46	
		ACCT. 12167102	2011 WATER WELL - \$771.43	
4405	CATHEY CONSULTING	INV. 7957	JAN., 2025 ADMIN./BOOKS/COMPL/POSTAGE \$1,654.00	\$1,735.02
		INV. 7936	1/14/25 MEETING MEAL \$81.02	
4406	HAWKINS, INC.	INV. 6960898	CHLORINE \$30.00	\$489.50
		INV. 6962713	CHLORINE \$459.50	
4407	NEWS-RECORD	INV. 33117	DIRECTOR ELECTION LEGAL AD	\$130.00
4408	WATER GUY	INV. 2025-55	JAN., 2025 WATER OPER./METERS/BILLING \$2,927.10	\$6,502.50
		INV. 2025-119	LOCATES 11/10/24 - 12/26/24 \$1,125.00	
		INV. 2025-118	LOCATES 11/10/24 - 12/4/24 \$1,268.28	
		INV. 2025-117	LOCATES 11/10/24 - 11/24/24 \$1,050.87	
		INV. 2025-55	HEATER TRIPPED IN PUMP HOUSE & BOUNCED CHECK \$131.25	
			TOTAL CHECKS	\$10,594.39

V. Unfinished Business

- a. Director Vacancy – 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.

VI. New Business

- a. None

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

VIII. Adjourn – Rod Blizzard moved to adjourn. Bob Sinclair seconded. The meeting was adjourned at 5:47 p.m.

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

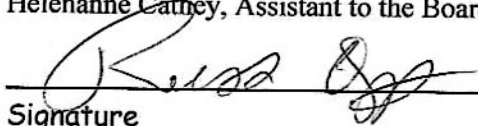
2025 Meetings:

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 Mar 25

 Date



 Signature

Dawn Brengle

 Printed Name

3/11/25

 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

District: Means First Extension Water & Sewer District
Regular Meeting
Date / Time: Tuesday, February 11, 2025, 5:30 p.m.
Office of Cathey Consulting, 400 S Gillette Ave., Suite 106, Gillette
SIGN-IN SHEET

BOARD MEMBERS:

1. Russ Opp
2. Robert Sinton
3. Federick Blizzard
4. Dawn Brange (on phone)
5. _____

OTHERS ATTENDING (Please sign or print legibly – If you would like to receive minutes by e-mail, please provide e-mail address. If you are already receiving minutes by e-mail, leave blank):

1. Hannah Cathey E-mail: _____
2. _____ E-mail: _____
3. _____ E-mail: _____
4. _____ E-mail: _____
5. _____ E-mail: _____
6. _____ E-mail: _____
7. _____ E-mail: _____
8. _____ E-mail: _____
9. _____ E-mail: _____