

Pineview Improvement and Service District
Regular Meeting
MINUTES
Monday, April 28, 2025, 5:00 p.m.
Office of Cathey Consulting, 400 South Gillette Avenue, Suite 106, Gillette

BOARD MEMBERS PRESENT: Nancy Bock, David Collins, Darlene Fetters
OTHERS PRESENT: Helenanne Cathey, 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 March 3, 2025, regular meeting as written. 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. Nancy Bock seconded. Motion carried unanimously.

Water Account Balance Forward From Last Meeting: \$1,827.11

2/1-2/28/25	Deposits – Water	\$772.73	
02/28/25	Interest	\$5.96	
Adjusted Balance Forward:			\$2,605.80
03/5/25	Deposit – Xpress bill pay	\$1,351.36	
3/1-3/31/25	Deposits – Water	\$1,015.00	
03/27/25	Powder River Energy Electr. 2/1-3/1/25		\$748.09
03/31/25	Interest	\$3.03	
04/05/25	Deposit – Xpress bill pay	\$1,345.00	
04/10/25	Deposit – Assessments	\$476.00	
Balance Prior to Bill Payments:			\$6,048.10*

Bills paid at this meeting:

Check #	Payee	Purpose	Amount
AUTO	Powder River Energy	Electricity 3/1-4/1/25	720.87
1504	Cathey Consulting	Inv. 8050– Mar., 2025 Admin/Books/Compl.	\$551.25
		Inv. 8066 – Director election mailing	\$328.91
1505	Gillette News-Record	Inv. 38939 – Director election legal ad	\$118.30
1506	Local Gov’t Liab. Pool	Inv. 15855 – Liab. insurance 7/1/25-6/30/26	\$600.00
1507	Pineview ISD	3/31/25 Assessments to Roads Account	\$94.50
1508	Water Guy, LLC	Inv. 2025-285– Mar., 2025 Water Operator/meters/ billing	\$879.30
		Inv. 2025-224 – Bounced check thru Xpress bill pay	\$18.75
		Inv. 2025-370 – Bounced check thru Xpress bill pay	\$28.75
TOTAL			\$3,330.63

BANK BALANCE END OF MEETING (WATER): \$2,717.47*

**This balance does not reflect Water Guy deposits since the first of the month as well as last month..*

(Note: Loan payments due 10/15/25: \$8,122.93 + 3,881.05 = \$12,003.98)

Roads Account Balance Forward From Last Meeting: \$13,995.97

02/28/25	Interest	\$4.78
03/31/25	Interest	\$5.35

Roads Account Balance Prior to Meeting: \$14,006.10

Check #	Payee	Purpose	Amount
No Bills Paid.			
Transfer from Water Account (3/31/25 /Assessments for Roads)			\$94.50
BANK BALANCE END OF MEETING (ROADS)			\$14,100.60
Water System Reserve Account Balance Forward From Last Meeting:			\$21,399.65
02/28/25	Interest		\$9.34
03/31/25	Interest		\$17.43
Water System Reserve Account Balance Prior to Meeting:			\$21,426.42
<i>(Reserve account must have a minimum of \$12,003.98 at all times.)</i>			

Receivables were reviewed.

IV. Water System Update –

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

V. Roads – \$12,000 was authorized for road work at the March, 2025 meeting. David Collins reported that Matt Blakeman recently bladed the roads. David Collins contacted another contractor who will be working on the roads and putting rock down in a number of places.

VI. Unfinished Business

- a. David Collins is working on getting insurance quotes.
- b. Director Election (May 6, 2025 – Bock and Collins / 4-yr terms) – Scott Robinson, Darlene Fetters, and Helenanne Cathey will count ballots at 4:45 p.m. Monday, May 12, 2025 (just prior to the next meeting).
- c. Budget for 7/1/25 – 6/30/26 – Budget hearing is June 23, 2025. The proposed budget was approved at the March 3, 2025 meeting. The following legal ad will run in the Gillette News-Record on June 10, 2025:

**LEGAL NOTICE OF PUBLIC BUDGET HEARING
PINEVIEW IMPROVEMENT & SERVICE DISTRICT**

Pineview Improvement and Service District will hold a public hearing to review the 7/1/25 – 6/30/26 budget followed by the regular District meeting to adopt the budget and conduct regular business at the office of Cathey Consulting at 400 South Gillette Avenue, Suite 106, Gillette, Wyoming, (City Hall Mall / K2 Technologies Building – entrance is on 4th Street across from Arrow Printing) on June 23, 2025, at 5:00 p.m.

Budget Summary:

Expenses: Administrative \$7,300 / Indirect \$600 / Operations \$49,801 /
Loan \$12,003 / Reserves \$9,226
Revenue and Rollover: \$78,930

The monthly fee for those on water is \$110 per month plus \$3 per 1,000 over 12,000 gallons a month. The assessments will stay at \$189 per lot for roads and \$763 per lot for the water system. Past due monthly bills may be added to assessments.

The complete proposed budget is available online at www.catheyconsulting.net – Pineview meeting minutes for 03/03/25. To contact the District or to request special accommodations for the hearing, call Cathey Consulting at 307-685-8235.

VII. New Business

- a. Water Guy sent a memo regarding 0 usages on meter readings – They do not investigate unless the Board requests that they investigate 0 usages.
- b. The Board reviewed and signed the Local Government Liability Pool renewal application that was submitted online.

VIII. Upcoming Meetings:

2025 Meetings:

Mon., May 12, 2025, 5:00 p.m. / Mon. June 23, 2025, 5:00 p.m.

Mon., July 21, 2025, 5:00 p.m. / Mon., Aug. 18, 2025, 5:00 p.m. / Mon., Sep. 15, 2025, 5:00 p.m.

Mon., Oct. 13, 2025, 5:00 p.m. / Mon., Nov. 10, 2025, 5:00 p.m. / Mon., Dec. 8, 2025, 5:00 p.m.

IX. Adjourn – David Collins adjourned the meeting at 5:14 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.**
- **A REMINDER TO STAY OUT OF METER PITS. ANY DAMAGE AS A RESULT OF GETTING INTO METERS, METER PIT, WIRES, ETC. WILL BE BILLED TO LANDOWNERS.**

003 Respectfully submitted,
Helenanne Cathey, Assistant to the Board

David Collins
Signature

David Collins
Printed Name

5-12-25
Date

Darlene Fetters
Signature

Darlene Fetters
Printed Name

5-12-2025
Date

David Collins, President / Darlene Fetters, Vice President / Nancy Bock, Secretary/Treasurer