

Cook Road Water District

Regular Meeting

MINUTES

Thursday, May 22, 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, Angela Williams,
Miles Williams
BOARD MEMBERS APPROVED ABSENT: Eric Powers
OTHERS PRESENT: Helenanne Cathey

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

- I. Customer Requests / Public Comment** – A homeowner sent an e-mail raising a concern about “camper tenants” on a property in the District. The Board will not take any action at this time but will check out the property and monitor the situation. If there are still campers there next month, the situation will be reevaluated.
- II. Water System Update** – The water system billing, meter readings, delinquent and shut off accounts, and general water system information were reviewed. Water Guy sent an e-mail explaining that they have experienced some issues within the District’s water system regarding homeowners getting into meter pits and Water Guy having to repair pits during meter reading. They asked for the Board’s approval to put the following on the bills. Mike Fuller moved to authorize Water Guy to put the following notice on the bills. Denise Nannemann seconded. Motion carried unanimously.

Friendly Reminder: All meters, radios and meter pits are the property of the system and are not the homeowner’s property. To ensure the meters read properly and are not damaged, please do not access your meter pit. Some pits and the contents that keep your meter protected from outside elements, have been damaged. This incurs fees to the water system when we have to repair or replace any parts of the pit. If you have concerns regarding your pit please contact Water Guy. Thank you!

- III. Minutes Approval / Treasurer’s Report / Bills** – Financial reports and minutes were reviewed. Miles Williams moved to approve the minutes for the regular meeting on April 24, 2025, accept the treasurer’s report, and approve and pay the bills as presented. Angela Williams seconded. Motion carried unanimously.

Sinking Fund Balance Forward:	\$281,690.07
04/30/25 Interest	\$243.20
Sinking Fund Ending Balance:	\$281,933.27

Capital Expenditures Balance Forward:	\$39,506.67
04/30/25 Interest	\$32.48
Capital Expenditures Ending Balance:	\$39,539.15

Checking Account Balance Forward:	\$44,891.79
Deposits 4/1-4/24/25:	\$6,831.80
Adjusted Balance Forward:	\$51,723.59
4/25-4/30/25 Deposits–Water	\$1,083.50
04/30/25 Interest	\$19.97
Checking Account / QuickBooks Balance 4/30/25:	\$52,827.06
05/05/25 Xpress Bill Pay Dep.	\$4,641.43
Checking Account / QuickBooks Balance Prior to bills:	\$57,468.49

Bills Paid at Meeting:

<u>Ck#</u>	<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
AUTO	Powder River Energy	Electricity – 4/1-5/1/25	\$1,066.65

1458	Cathey Consulting, LLC	Inv. 8078 – Apr. admin./books/compliance	\$656.25
1459	Hawkins, Inc.	Inv. 7067182 – Chlorine	\$40.00
1460	Water Guy	Inv. 2025-391 Apr. water operator/meters/ Billing \$2,079.70	\$2,576.47
		Inv. 2025-580 – Locates 4/14-4/22/25	\$75.00
		Inv. 2025-456 – Locates 2/24-3/13/25	\$421.77

TOTAL BILLS PAID: \$4,339.37

CBH Co-Op will bill \$0 per month for the next year because the District has a large credit balance.

Checking Account Balance End of Meeting **\$53,129.12***
**Checking account balance does not include Water Guy deposits since the end of the prior month.*

V. Unfinished Business

- a. Budget for 7/1/25 – 6/30/26 – The annual budget hearing is scheduled for June 26, 2025.
- b. Director Election November 4, 2025 (Nannemann, M. Williams, E. Powers) – Applications to be on the ballot are due between August 6th and August 26th.

VI. New Business

- a. None

VII. Adjourn

Angela Williams moved to adjourn. Denise Nannemann seconded. The meeting was adjourned at 5:35 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!**

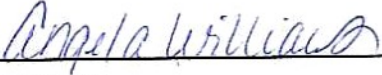
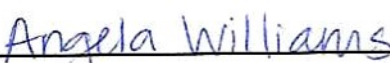
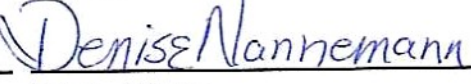
Next Regular Meeting (and Budget Hearing): Thursday, June 26, 2025, 5:30 p.m. at the office of Cathey Consulting.

2025 Meetings:

- Thurs., June 26, 2025, 5:30 p.m. (Budget Hearing and Regular Meeting)
 - 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

 _____ Signature	 _____ Signature	 _____ Signature
 _____ Printed Name	 _____ Printed Name	 _____ Printed Name
6-26-25 _____ Date	06-26-25 _____ Date	6-26-2025 _____ Date

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