

**Pineview Improvement and Service District**  
**Regular Meeting**  
**MINUTES**  
**Monday, May 12, 2025, 5:00 p.m.**  
**Office of Cathey Consulting, 400 South Gillette Avenue, Suite 106, Gillette**

BOARD MEMBERS PRESENT: David Collins, Darlene Fetters  
 BOARD MEMBERS NOT PRESENT: Nancy Bock  
 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.
  - b. Jessica Miller (33 N Pineview Dr) requested some of her water bill and late fees be written off. A water pipe burst in January when she was travelling for work. David Collins moved to write off all of the overage charges due to the leak as well as late fees on the account. Darlene Fetters seconded. Motion carried unanimously.
- II. **Minutes Approval –** David Collins moved to approve the minutes for the April 28, 2025, regular meeting as written. Darlene Fetters seconded. Motion carried unanimously.
- III. **Treasurers Report / Pay Bills / Sign Bank Statements –** The bills were reviewed. David Collins moved to accept the Treasurer’s Report and pay bills as listed below. Darlene Fetters seconded. Motion carried unanimously.

<b>Water Account Balance Forward From Last Meeting:</b>			<b>\$2,717.47</b>
4/1-4/28/25	Deposits – Water	\$990.00	
<b>Adjusted Balance Forward:</b>			<b>\$3,707.47</b>
4/29-4/30/25	Deposits – Water	\$0.00	
04/30/25	Interest	\$2.21	
05/5/25	Deposit – Xpress bill pay	\$1,380.00	
<b>Balance Prior to Bill Payments:</b>			<b>\$5,089.68*</b>
<b>Bills paid at this meeting:</b>			
<u>Check #</u>	<u>Payee</u>	<u>Purpose</u>	<u>Amount</u>
AUTO	Powder River Energy	Electricity 4/1-5/1/25	\$661.16
1509	Cathey Consulting	Inv. 8097 – Apr., 2025 Admin/Books/Compl.	\$551.25
1510	Water Guy, LLC	Inv. 2025-424– Apr, 2025 Water Operator/meters/ billing \$879.30	\$916.80
		Inv. 2025-468 – Locate 3/27/25 \$37.50	\$2,129.21
<b>TOTAL</b>			<b>\$2,960.47*</b>

**BANK BALANCE END OF MEETING (WATER):**  
*\*This balance does not reflect Water Guy deposits since the first of the month..*  
 (Note: Loan payments due 10/15/25: \$8,122.93 + 3,881.05 = \$12,003.98)

<b>Roads Account Balance Forward From Last Meeting:</b>			<b>\$14,100.60</b>
04/30/25	Interest	\$5.18	
<b>Roads Account Balance Prior to Meeting:</b>			<b>\$14,105.78</b>
<u>Check #</u>	<u>Payee</u>	<u>Purpose</u>	<u>Amount</u>
No Bills Paid.			<b>\$14,105.78</b>
<b>BANK BALANCE END OF MEETING (ROADS)</b>			<b>\$14,105.78</b>

<b>Water System Reserve Account Balance Forward From Last Meeting:</b>			<b>\$21,426.42</b>
04/30/25	Interest	\$17.62	
<b>Water System Reserve Account Balance Prior to Meeting:</b>			<b>\$21,444.04</b>

(Reserve account must have a minimum of \$12,003.98 at all times.)

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 will contact the contractor again to see if they will be out to work on the roads soon.

VI. Unfinished Business

- a. David Collins talked to the insurance company, and the agent is still looking for quotes.
- b. Director Election (May 6, 2025 – Bock and Collins / 4-yr terms) – Scott Robinson, Darlene Fetters, and Helenanne Cathey canvassed ballots prior to the meeting. Election results:

Votes for two directors to serve for four-year terms:

Nancy Bock – 9 votes

David Collins – 9 votes

Nancy Bock and David Collins completed the Oath of Office as required.

- c. Budget for 7/1/25 – 6/30/26 – Budget hearing is June 23, 2025.

VII. New Business

- a. A homeowner reported on the difficulty he had getting the curb stop shut off when they had a leak. They couldn't get the cap off and asked if Water Guy could put something on the caps to make sure the curb stops can be accessed. David Collins reported that Water Guy may do that but they would probably charge for it. Landowners may want to make sure they can access their curb stops in an emergency. Water Guy maintains the mains and the meter pit but not anything further in on the service lines.

VIII. Upcoming Meetings:

2025 Meetings:

Mon. June 23, 2025, 5:00 p.m. (Budget Hearing and Regular Meeting)

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 5:13 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.**

Respectfully submitted,  
Helenanne Cathey, Assistant to the Board

David Collins

Signature

David Collins

Printed Name

6-23-25

Date

Nancy Bock

Signature

Nancy Bock

Printed Name

6-23-25

Date

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