

**OVERBROOK IMPROVEMENT & SERVICE DISTRICT
REGULAR MEETING
MINUTES
WEDNESDAY, MAY 21, 2025, 4:30 P.M.
400 SOUTH GILLETTE AVENUE, SUITE 106, GILLETTE**

BOARD MEMBERS PRESENT: Tyler Miller, Barbara Pilon, Heather Wichert
OTHERS PRESENT: Helenanne Cathey

Tyler Miller called the meeting to order at 4:35 p.m.

- I. **Minutes** – Barb Pilon moved to approve the minutes for the March 26, 2025, regular meeting as presented. Heather Wichert seconded. Motion carried unanimously.
- II. **Treasurer’s Report** – The Treasurer’s Report and financial information were reviewed. Barb Pilon moved to accept the Treasurer’s Report and pay bills as presented. Heather Wichert seconded. Motion carried unanimously.

Bank Balance End of Last Meeting:			\$56,806.33
3/1-3/26/25	Deposits – Water	\$4.66	
Adjusted Balance Forward:			\$56,810.99
3/27-3/31/25	Deposits – Water	\$5.17	
03/31/25	Interest	\$22.64	
04/05/25	Deposit-Xpress bill pay	\$27.13	
4/1-4/30/25	Deposits – Water	\$7.29	
04/30/25	Interest	\$21.15	
April bills paid:			
<u>Ck#</u>	<u>Payee – Purpose</u>		<u>Amount</u>
AUTO	Black Hills Energy Gas 2/26-3/26/25 (0 hundred cubic feet)		\$40.00
AUTO	City of Gillette Bill 2042124 3/3-4/1/25 Regional Water – 0 gal.		\$195.00
AUTO	Powder River Energy 10349101 Electricity 3/1-4/1/25		\$384.66
5597	Cathey Consulting Inv. 8049 – Mar. Admin./Bookkeeping/Compliance		\$472.50
5598	One-Call of Wyoming Inv. 75107 – Locate tickets for February		\$3.15
5599	Water Guy, LLC Inv. 2025-283 – Mar. Water Operator/meters billing		\$857.80
TOTAL			\$1,953.11
05/05/25	Deposit-Xpress bill pay	\$6.79	
BANK BALANCE PRIOR TO MEETING:			\$54,948.05
Bills Paid At This Meeting:			
<u>Ck#</u>	<u>Payee – Purpose</u>		<u>Amount</u>
AUTO	Black Hills Energy Gas 3/26-4/24/25 – 0 hundred cubic feet		\$40.00
AUTO	City of Gillette Bill 2059476 – 4/1-5/1/25 Regional Water base \$195 0 gal. \$0		\$195.00
AUTO	Powder River Energy 10349101 Electricity 4/1-5/1/25		\$408.33
5600	Cathey Consulting Inv. 8096 – Apr. Admin./Bookkeeping/Compl.		\$472.50
5601	Hawkins, Inc. Inv. 7038404 – Azone 15 mini-bulk		\$418.87
5602	One-Call of Wyoming Inv. 74406 – Group III 2025 Membership		\$25.00
5603	Water Guy Inv. 2025-422 – Apr. Water Operator/meter readings/billing		\$857.80
Total Bills:			\$2,417.50
BALANCE AFTER BILLS:			\$52,530.55
Receivables Balance: \$24,205.27 (Assessments \$23,101.99 / Water \$383.28 as of end of prior month / Cool \$720.00)			

- III. **Water / Well Update** –
 - a. Water System Review – No issues reported with water quality. The consensus is to start blending with the regional water. Tyler Miller will call Water Guy to turn on the regional water.
 - b. Lead and Copper Rule / Service Line Inventory – No update. This item will be removed from the agenda.

IV. Unfinished Business

- a. 2025 Road Project – 500 tons of W-base limestone on the two curves on Overbrook Road, the approach to Force Road and the newest section of road south of 199 Overbrook as well as other areas that need rock and dust control. Project estimate \$27,537.26 and Grant request \$6,884.32. County grant approved 11/1/24. Road work authorized at the January 29, 2025, meeting.

There was discussion on the roads. There are concerns about the conditions left by the construction company installing the fiber. They aren't finished yet, so hopefully they will clean it up when done.

Earth Work Solutions will be bringing rock out probably the beginning of next week. Mag (dust control) will be put down on subdivision roads in the County between May 27th through 29th (next Tuesday through Thursday). An e-mail will be sent out to the e-mail list.

- b. Rock was authorized at the last meeting to be put by the mailboxes to alleviate the mud so rock will also be put down by the mailboxes.
- c. Budget for 7/1/25 – 6/30/26 – The budget hearing is Monday, July 14, 2025, 4:30 p.m.
- d. Director Election (November 4, 2025 – Pilon) – Anyone interested in running for the Board and having their name on the ballot must submit an application between August 6, 2025, and August 26, 2025.

V. New Business

- a. Water Guy sent a memo regarding 0 water meter usages. They will not investigate 0 usages unless requested by the Board. The Board reviews meter readings at meetings, and there are no 0 usages at this time.

Next Meeting: Monday, July 14, 2025, 4:30 p.m. – Budget Hearing and Regular Meeting at the office of Cathey Consulting, 400 S Gillette Avenue, Suite 106, Gillette – K2 Technologies building – office entrance is on 4th Street across from Arrow Printing. The District holds regular meetings. The next regular meeting date is scheduled at each meeting and is included in the minutes.

Tyler Miller adjourned the meeting at 4:51 p.m.

Respectfully submitted,
Helenanne Cathey, Assistant to the Board

Tyler Miller
Signature

Tyler Miller
Printed Name

7/14/25
Date

Heather Wichert
Signature

Heather Wichert
Printed Name

7/14/2025
Date

Tyler Miller, President 307-680-3605 / Heather Wichert, Vice President 307-351-9354 /
Barb Pilon, Secretary/Treasurer 307-670-7062