

**Pineview Improvement and Service District
Budget Hearing and Regular Meeting
MINUTES**

Monday, June 23, 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

BUDGET HEARING

David Collins called the budget hearing to order at 5:03 p.m. The budget was reviewed. There was an opportunity for public comment. There were no public comments. David Collins adjourned the budget hearing at 5:05 p.m.

REGULAR MEETING

David Collins called the meeting to order at 5:05 p.m.

- I. **Budget** – David Collins moved to adopt the budget for 7/1/25 – 6/30/26 for \$78,930 and adopt the resolution to assess and submit assessments to the County as approved in the budget. Nancy Bock seconded. Motion carried unanimously.
- II. **Customer Concerns / Requests** –
 - a. No update from the owner of 33 Pineview regarding the possibility of tapping into the District’s water system.
- III. **Minutes Approval** – David Collins moved to approve the minutes for the May 12, 2025, regular meeting as written. Nancy Bock seconded. Motion carried unanimously.
- IV. **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. Nancy Bock seconded. Motion carried unanimously.

Water Account Balance Forward From Last Meeting:		\$2,960.47
5/1-5/12/25	Deposits – Water	\$550.00
05/10/25	Deposit – Assessments	\$476.00
Adjusted Balance Forward:		\$3,986.47
5/13-5/31/25	Deposits – Water	\$550.00
05/31/25	Interest	\$2.34
06/05/25	Deposit – Xpress bill pay	\$2,090.00
06/10/25	Deposit – Assessments	\$9,136.62
Balance Prior to Bill Payments:		\$15,765.43*
Bills paid and transfers at this meeting:		

<u>Check #</u>	<u>Payee</u>	<u>Purpose</u>	<u>Amount</u>
AUTO	Powder River Energy	Electricity 5/1-6/1/25	\$637.77
1511	Cathey Consulting	Inv. 8144 – May, 2025 Admin/Books/Compl.	\$551.25
1512	Energy Laboratories	Inv. 714254 – Annual water quality report	\$125.00
1513	Gillette News-Record	Inv. 41661 – Budget hearing legal ad	\$110.50
1514	Pineview ISD	4/30/25 Assessments to Roads \$94.50	\$3,127.12
		5/31/25 Assessments to Roads \$3,032.62	
1515	Water Guy, LLC	Inv. 2025-549– May, 2025 Water Operator/meters/ billing \$879.30	\$898.05
		Inv. 2025-610 – Bounced check 5/19/25 \$18.75	
TOTAL			\$5,449.69

BANK BALANCE END OF MEETING (WATER): **\$10,315.74***

**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)

Roads Account Balance Forward From Last Meeting: **\$14,105.78**

05/31/25	Interest		\$5.39
Roads Account Balance Prior to Meeting:			\$14,111.17
06/23/25	Transfer from Water Acct. (4/30 & 5/31/25 assessm. for roads)		\$3,127.12
Check #	Payee	Purpose	Amount
1046	J Finch Dirt Works	Inv. 039660 – Hauled 16 loads 2” minus scoria, Bladed grass & weeds from shoulders, reestablish drainage, spread rock and recrown, dig out culvert ends and ditches	\$7,950.00
1047	Quality Agg & Constr.	Inv. 54113 – 352 cubic yards 2” minus scoria	\$4,224.00
TOTAL			\$12,174.00
BANK BALANCE END OF MEETING (ROADS)			\$5,064.29
Water System Reserve Account Balance Forward From Last Meeting:			\$21,444.04
05/31/25	Interest		\$18.22
Water System Reserve Account Balance Prior to Meeting:			\$21,462.26
<i>(Reserve account must have a minimum of \$12,003.98 at all times.)</i>			

Receivables were reviewed.

V. Water System Update –

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

VI. Roads – Road work was completed this past month. David Collins explained that the contractor graded and shaped the roads, and 2” minus scoria was brought in. The contractor hit a culvert – the end that was hit was almost a foot underground. The culvert was entirely plugged with mud and was non-functional. The road was regraded, and since the culvert had been completely packed and nonfunctional it wasn’t replaced. The area is draining appropriately. If the landowner has any concerns, they are welcome to attend a District meeting to discuss their concerns with the Board.

A homeowner outside of the District reported to David Collins that he does not want the District to do any work on Ranchette Drive. Ranchette Drive is in the District, and it is a public road. The District has made improvements to the road, and the District will continue to maintain the road as funds allow.

The Board is pleased with the work that was done by J Finch Dirtworks and the rock that was supplied by Quality Agg. More work will be done when funds build up in the account again.

VII. Unfinished Business

- a. David Collins reported that the insurance agent has not gotten back to him. They continue to have a tough time finding anyone that will provide a reasonable quote.

VIII. New Business

- a. Public Records Notice – The Board reviewed and signed the Public Records Notice that will be submitted to the County, reporting that the District’s records are stored at the office of Cathey Consulting.
- b. David Collins moved to designate First National Bank as the official depository for the District for 7/1/25 – 6/30/26. Nancy Bock seconded. Motion carried unanimously.

IX. Upcoming Meetings:

2025 Meetings:
 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.

X. Adjourn – David Collins adjourned the meeting at 5:22 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

7-21-25
Date

Nancy Bock
Signature

Nancy Bock
Printed Name

7-21-25
Date

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

Budget - Pineview ISD - 7/1/25 - 6/30/26
 Budget Hearing: Monday, June 23, 2025, 5:00 p.m. at office of Cathey Consulting / c/o Cathey Cons., PO Box 471, Gillette, WY 82717

	Actual (F32) 7/1/23 - 6/30/24	Budget 7/1/24 - 6/30/25	Actual (EST) 7/1/24 - 6/30/25	Budget 7/1/25 - 6/30/26
CASH CARRYOVER				
Revenue	14,914	30,604	24,994	16,688
Assessments - Roads \$189 X 44 lots				
Assessments - Water \$763 X 22 lots	8,316	8,316	8,316	8,316
Assessments - Past Due Accounts	16,786	16,786	16,786	16,786
Assessments - Interest	2,620.00		0	
Customers(22)/other Billing (\$110 + \$3/1,000 over 12,000) \$2,240/mo. base	70	40	40	40
Grants - County (Roads)	29,040	35,000	35,000	35,000
Grants - County (Water)		2,000		2,000
Interest from Bank				
Transfer from reserves	183	100	250	100
Other revenue (capital credits)				
TOTAL REVENUE	57,015	62,242	60,392	62,242
TOTAL REVENUE PLUS CASH CARRYOVER	71,929	92,846	85,386	78,930
Expenditures				
Capital Expenditures				
Administrative				
Operations - Roads	7,952	6,900	6,900	7,300
Operations - Water	7,000	10,316	7,000	10,316
Operations - Misc. (Cash Carryover)	23,045	25,000	22,500	25,000
Indirect		28,801		14,485
Debt Principal (Loan pmnt: \$12,003.98/yr) due Oct. 15th	600	600	600	600
Interest	9,242	9,584	9,087	9,584
To Reserves	2,762	2,419	2,917	2,419
TOTAL EXPENDITURES	50,601	92,846	58,230	78,930
Receivables Start of FY				
Payables Balance Start of FY	4,892		1,817	
	2,080		2,161	
BEGINNING OF FISCAL YEAR BALANCES	6/30/2023	6/30/24 (EST)	6/30/2024	6/30/25 (EST)
GENERAL FUNDS				
UNDEPOSITED FUNDS - XPRESS BILL PAY	14,914	30,604	24,994	16,688
RESERVES BALANCES				
TOTAL FUNDS BEGINNING OF YEAR	12,991	13,000	12,102	22,226
Receivables Balance End of FY	27,905	43,604	37,096	38,914
Payables Balance End of FY	1,817			
Undeposited Funds (Xpress)	2,161			
End of Year Bank Balance	379			
	37,096		38,914	
Net per year (Revenue minus Expenses)	21,328	0	27,156	0
Reserves start of year				
Deposits plus interest on reserves	12,991	12,991		22,226
Transfers out of reserves	2,611	9,226		9,226
Reserves end of year	3,500			
	12,102	22,217		31,452

Budget Message: The District manages the roads and water and doesn't currently plan any major improvements on the water system. If additional taps are added to the system, tap fees will be used to improve the system and/or will be transferred to reserves. Reserves are for water system major repairs and improvements.

Board Member Signature

Board Member Signature

Directors: David Collins (Pres.) and Nancy Bock (Sec./Treas.) terms end May, 2025. Darlene Fetters (Vice Pres.) term ends May, 2027
 Regular meetings are held monthly. The meeting schedule is set for the year if possible with meeting dates published in minutes which are e-mailed and posted online.
 Records are stored at 400 S Gillette Ave, Suite 106, Gillette.

SLIB Loans:

2.5% loan for 20 years (1st pmnt 2021) \$116,560.12
 0% loan for 20 years (1st pmnt 2021) \$69,858.93
 Total loan balance \$186,419.05 as of 6/30/23

22 taps currently billed
 1 tap not billed: Melton, Dawn
 2 other taps connected [??]

Annual Repairs Expenditures:

Fiscal Year	Amount	Pineview Roads (5,280 ft/mile)	
23-24	2,020.64	North Pineview	2640 0.5
22-23	1,225.03	Ranchette Drive	2640 0.5
21-22	11,965.72	Island Drive	2640 0.5
20-21	14,351.00	Robinson Street	1584 0.3
19-20	1,226.00	Wild Cat Court	1056 0.2
18-19	199	Pineview Drive	7920 1.5
17-18	2,751.00	Total	18480 3.5
16-17	179	Estimate for 1,600 feet of 4" of scoria on 24' wide road \$9,000	
15-16	5,471.00	\$22.50 per cubic yard	
		To do all 18,480 feet in the District (18,480/1600 = 11.55*9000) = \$103,950	

Not eligible for county grant until 2026
 Additional taps on water system
 Monthly revenue (\$110 X 22 lots = \$2,420)

Monthly bills:
 Water Guy \$868.80
 Cathey Consulting \$525
 Powder River Energy \$750 (+/-)
 Chemicals \$575 (+/-)
 Total: \$2,218.80 - for avg. monthly bills.

100.85	22 lots
105.66	21 lots (1 not paying)
96.47	23 lots
92.45	24 lots
88.75	25 lots
85.34	26 lots
82.18	27 lots
79.24	28 lots - Lowest # of lots to keep rate at \$80.

Rates:
 7/1/22: \$110 per month + \$3.00 per 1,000 for over 12,000 gal. per month.
 prior to that: \$80 / month
 Assessment \$189 per lot for roads and \$763 per lot for water (loan) - only those on water are assessed the water amount