

**Ward Creek Improvement & Service District  
Regular Meeting  
MINUTES**

**Tuesday, October 21, 2025, 4:00 p.m.**

**At the Office of Cathey Consulting, 400 South Gillette Ave., Suite 106, Gillette, Wyoming**

BOARD MEMBERS PRESENT: Jim Fifield (by phone), Toni Clark  
BOARD MEMBERS NOT PRESENT: Ely Prince  
OTHERS PRESENT: Helenanne Cathey

Toni Clark called the meeting to order at 4:00 p.m.

- I. Minutes Approval** – Jim Fifield moved to approve the minutes from the September 16, 2025, regular meeting. Toni Clark seconded. Motion carried unanimously.
- II. Treasurer’s Report Acceptance** – Jim Fifield moved to accept the Treasurer’s Report and pay the bills as presented and as listed below. Toni Clark seconded. Motion carried unanimously.

Bank Balance End of Last Meeting:			\$26,217.38
09/30/25 Interest		\$13.87	
10/10/25 Deposit – Assessments		\$1,200.00	
Bank Balance Prior to bills:			\$27,431.25
Bills Paid:			
<u>CHECK #</u>	<u>Vendor</u>	<u>Purpose</u>	<u>Amount</u>
1112	Cathey Consulting	Inv. 8338 – Sept., 2025 admin/bks/postage	\$500.00
1113	Hawkins, Inc.	Inv. 7229308 – Chemicals/Water (Azone 15)	\$857.52
1114	Powder River Energy	Acct 2159626 9/1-10/1/25 \$126.66	\$528.86
		Acct 2159726 9/1-10/1/25 \$402.20	
1115	Water Guy	Inv. 2025-1139 – Sep. Water Oper./Bacteria test	\$566.80
TOTAL			\$2,453.18
<b>Bank Balance End of Meeting:</b>			<b>\$24,978.07</b>
<b>Accounts Receivable Balance:</b>	\$41,500 (assessments)		

**III. Unfinished Business**

a.

**IV. New Business**

- a. Water Guy and Wyoming Association of Rural Water Systems sent letters regarding PFAS testing. They are assisting in a program that will cover the cost of the initial testing. Board members have questions about the testing and the program. This item will be discussed at the next meeting.

Toni Clark moved to adjourn the meeting. Jim Fifield seconded. The meeting was adjourned at 4:06 p.m.

**Next Regular Meeting: TUESDAY, NOVEMBER 18, 2025, 4:00 p.m. at the office of Cathey Consulting.**

2025 Meetings:

Tues., Nov. 18, 2025, 4:00 p.m. / Tues., Dec. 16, 2025, 4:00 p.m.

**DISTRICT MEETINGS ARE HELD THE THIRD TUESDAY OF THE MONTH AT 4:00 P.M. AT THE OFFICE OF CATHEY CONSULTING (400 S GILLETTE AVE., SUITE 106, GILLETTE – K2 TECHNOLOGIES BUILDING – OFFICE ENTRANCE IS ON 4<sup>TH</sup> STREET ACROSS FROM ARROW PRINTING.)**

**For any concerns or questions about water, call Water Guy at 307-299-3544 or a Board member. Board member phone numbers are listed at the bottom of these minutes.**

Respectfully submitted,  
Helenanne Cathey, Assistant to the Board

Jim F. Field  
Signature

Jim F. Field  
Printed Name

11-18-25  
Date

Toni Clark  
Signature

Toni Clark  
Printed Name

11/18/25  
Date

Jim F. Field, President (307-683-6492) / Ely Prince, Vice President (307-399-9079) /  
Toni Clark, Secretary/Treasurer (307-680-6793)