

**Crestview Improvement & Service District
Regular Meeting
Minutes**

Thursday, November 13, 2025, 4:00 p.m.

Office of Cathey Consulting – 400 South Gillette Avenue, Suite 106, Gillette, WY 82716

Board Members Present: AnnaMarie Nebel, Loren Tucker
Others Present: Helenanne Cathey, Steven Carter

AnnaMarie Nebel called the meeting to order at 4:00 p.m.

I. Water and Wastewater Update

Loren Tucker noted that Slattery jetted the sewer line as they are supposed to every other month. Barry Crago has mailed an invitation to everyone in the District for a town hall / public hearing on Thursday, December 4, 2025, at 5:30 p.m. at the George Amos Memorial Building. The Crestview regular monthly meeting for December will be held the same date at 5:00 p.m. at the same location. AnnaMarie Nebel provided a copy of the posting that was placed in all of the bulletin boards regarding the public hearing on December 4th.

II. Billing / Accounts Receivable / Aging Report

Reports were available for review.

III. Minutes Approval

AnnaMarie Nebel moved to approve the minutes for the regular meeting on October 9, 2025, as written. Loren Tucker seconded. Motion carried unanimously.

IV. Treasurer's Report / Payables / Receivables

The bills and financial information were reviewed. Loren Tucker moved to accept the Treasurer's Report and pay bills. AnnaMarie Nebel seconded. Motion carried unanimously.

Wyostar Account Balance (End of last meeting):	\$1,063,017.83
09/30/25 Interest	\$3,496.69
Balance in Wyostar Account Balance End of Meeting:	\$1,066,514.52

Checking Account Balance (End of last meeting):	\$134,356.45*
10/10-10/31/25 Deposits – Water	\$10,282.38
10/21/25 Bounced check	\$141.00
10/31/25 Interest	\$55.80
11/05/25 Xpress bill pay deposit	\$6,772.19
Balance Prior to meeting:	\$151,325.82*

(*Balance does not reflect Water Guy deposits recorded since the end of the prior month.)

Bills Paid:

	Date	Num	Memo	Open Balance
Cathey Consulting, LLC				
	10/31/2025	8365	October, 2025, Administrative/Bookkeeping/Compliance Services	2,000.00
Total Cathey Consulting, LLC			Ck# 3223	2,000.00
City of Gillette Department of Finance				
	10/31/2025	Acct 20501 10/1-11/3	Acct 20501 Electricity/Wastewater 10/1/25 - 11/3/25 Bill # 2164391	799.51
	10/31/2025	Acct 20765 10/1-11/3	Acct 20765 Electricity Water 10/1/25-11/3/25 Bill # 2164427	867.69
Total City of Gillette Department of Finance			AUTO PAY	1,667.20
Crago Law Offices, P.C.				
	10/17/2025	1141	Legal fees 8/6/25	400.00
Total Crago Law Offices, P.C.			Ck# 3224	400.00
DOWL LLC				

	10/25/2025	5063.28046.01-16	Engineering - Collection System Repairs & Lagoon 9/28-10/25/25	895.00
Total DOWL LLC			Ck# 3225	895.00
Energy Laboratories, Inc.				
	10/16/2025	743617	Testing - wastewater	73.00
	10/17/2025	743870	Testing - wastewater	284.00
	10/20/2025	744278	Testing - wastewater	73.00
	10/23/2025	745385	Testing - wastewater	73.00
	10/27/2025	745959	Testing - wastewater	73.00
Total Energy Laboratories, Inc.			Ck# 3226	576.00
Hawkins, Inc.				
	10/15/2025	7226104	Chlorine	20.00
	10/15/2025	7229104	Chlorine	475.73
Total Hawkins, Inc.			Ck# 3227	495.73
Slattery Enterprises Inc				
	10/14/2025	101811	Jetter truck - from culdesac to manhole (6507 Robin)	380.00
Total Slattery Enterprises Inc			Ck# 3228	380.00
Water Guy, LLC				
	10/21/2025	2025-1199	Dechlorination and Chlorination pucks delivered 10/6/25	1,180.40
	10/23/2025	2025-1286	Bounced check through Xpress bill pay 10/23/25 2324 Gallery View	18.75
	10/31/2025	2025-1227	October, 2025 Water Operator / Wastewater Operator / Meter Readings / Billing	4,169.60
	11/06/2025	2025-1304	Bounced check through Xpress bill pay 11/06/25 2324 Gallery View	18.75
Total Water Guy, LLC			Ck# 3229	5,387.50
TOTAL				11,801.43

Checking Account Balance End of Meeting:

\$139,524.39*

V. Unfinished Business

- a. There was discussion on appointing someone to serve on the Board of Directors to serve until the next election in November, 2026. The consensus is to wait until next month's meeting. Hopefully, someone will attend who is willing to serve on the Board.
- b. Dan Barton billing – There was discussion on the past due balances on two accounts. AnnaMarie Nebel moved to remove all late fees (\$225 on each account) on a one time only basis on Dan Barton's accounts (Account 2735.02 and 2736.02) if he pays the accounts by November 20th. Future late fees will not be waived, and this is contingent on the accounts being brought current by the due date this month. Loren Tucker seconded. Motion carried unanimously.
- c. PFAS testing – AnnaMarie Nebel reached out to the DEQ Drinking Water Monitoring Assistance Program and filled out the form online with assistance from Water Guy so the District is signed up for the free testing.

VI. New Business

- a. A Notice of Unknown Service Line Materials was received from Water Guy for Antelope Valley regarding unknown material in the service line for 7191 Robin. This is Crestview's connection to Antelope Valley's water system. It is unknown why Water Guy would send this letter and wouldn't just take care of it as the District's water operator.
- b. 2023 EPA Sanitary Survey Report received by e-mail dated 10/28/25 / Significant Deficiencies were found. Water Guy has not reached out to the Board regarding the deficiencies. This is a liability to the District. There was discussion on turning the system over to the City of Gillette.
- c. Election of Officers will be done at the December meeting.

VII. Executive Session – There was no Executive Session.

Next Regular Meeting:

December meeting – moved to the first Thursday instead of the second Thursday – note different location:

Thurs., Dec. 4, 2025 – Meetings to be held at in the Cottonwood Room at the George Amos Memorial Building, 412 S Gillette Avenue, Gillette. The building is located next to the Campbell County Courthouse. Ample downtown parking is available.

5:00 p.m. Regular Meeting

5:30 p.m. Crestview Town Hall – Crestview residents are asked to attend to discuss the Crestview

2026 meetings:

Thurs., Jan. 8, 2026, 4:00 p.m. / Thurs., Feb. 12, 2026, 4:00 p.m. / Thurs., Mar. 12, 2026, 4:00 p.m.

Thurs., Apr. 9, 2026, 4:00 p.m. / Thurs., May 14, 2026, 4:00 p.m. / Thurs., June 11, 2026, 4:00 p.m.

Thurs., July 9, 2026, 4:00 p.m. / Thurs., Aug. 13, 2026, 4:00 p.m. / Thurs., Sept. 10, 2026, 4:00 p.m.

Thurs., Oct. 8, 2026, 4:00 p.m. / Thurs., Nov. 12, 2026, 4:00 p.m. / Thurs., Dec. 10, 2026, 4:00 p.m.

Meets are generally held at the office of Cathey Consulting, 400 South Gillette Avenue, Suite 106 (Entrance on 4th Street across from Arrow Printing)

All meetings of the Crestview Improvement and Service District are open to the public and the public are always welcome.

AnnaMarie Nebel adjourned the meeting at 5:00 p.m.

Respectfully submitted,
Helenanne Cathey,
Assistant to the Board of Directors

^{LT} Loren Tucker

Signature

^{LT} Loren Tucker

Printed Name

12-4-25

Date

AnnaMarie Nebel

Signature

ANNA MARIE NEBEL

Printed Name

12-04-25

Date

AnnaMarie Nebel, President / Loren Tucker, Vice President / *Vacant*, Secretary/Treasurer