

**EIGHT MILE IMPROVEMENT & SERVICE DISTRICT
REGULAR MEETING MINUTES
MONDAY, NOVEMBER 17, 2025, 4:00 P.M.
400 SOUTH GILLETTE AVENUE, SUITE 106, GILLETTE
Revised 12/16/25**

BOARD MEMBERS PRESENT: Alan Clark (by phone), Jay Gomez, Jeremy Torrez
OTHERS PRESENT: Helenanne Cathey, Duaine Faucett

Jay Gomez called the meeting to order at 4:00 p.m.

- I. **Minutes** – Alan Clark moved to approve the minutes from the October 20, 2025, regular meeting. Jeremy Torrez seconded. Motion carried unanimously.
- II. **Treasurer’s Report** – The Treasurer’s Report and financial information were reviewed. Alan Clark moved to accept the Treasurer’s Report and pay bills as presented. Jay Gomez seconded. Motion carried unanimously.

WYOSTAR ACCOUNT (RESERVES)

BALANCE FORWARD		\$44,674.18
10/31/25 Interest	\$150.34	
ENDING BALANCE:		\$44,824.52

CHECKING ACCOUNT

BALANCE FORWARD FROM LAST MEETING:		\$1,568.09
10/1-10/20/25 Deposits – Water billing	\$414.68	
Adjusted Balance Forward:		\$1,982.77
10/21-10/31/25 Deposits – Water billing	\$0	
10/31/25 Interest	\$0.04	
11/05/25 Deposit – Xpress bill pay	\$100.00	
11/10/25 Deposit – Assessments	\$26,580.76	
BALANCE PRIOR TO MEETING:		\$28,663.57*

Bills Paid:

Ck#	Payee –	Purpose	Amount
AUTO	City of Gillette	Inv. 2164297–Regional water 10/1-11/3/25 0 gal.	\$240.00
AUTO	Powder River Energy	Acct 2245526 10/1-11/1/25 electricity	\$658.09
2275	Blakeman Propane, Inc.	Inv. I017682 – propane tank rent	\$48.00
2276	Cathey Consulting, LLC	Inv. 8367 – Oct. books/admin./compliance	\$500.00
2277	Gillette News-Record	Inv. 46966 – Director election legal ad	\$126.10
2278	Hawkins, Inc.	Inv. 7226258 – Chlorine	\$10.00
2279	Water Guy	Inv. 2025-1234 – Oct. Water Op./Meters/ billing	\$1,034.30
2280	Wyo. Local Gov’t. Pool	Inv. 16182 – Dir & Officers & Liability insur. 10/1/25 – 6/30/26	\$450.00
2281	Wyo. Water Devel. Comm.	Loan payment #16	\$4,593.62
TOTAL:			\$7,660.11
ENDING BALANCE IN CHECKING ACCOUNT:			\$21,003.46*

**Balance reflects water billing deposits through the end of the prior month but not from the start of the month through the current date.*

Receivables Balance were reviewed.

- III. **Water System / Well Update** – The water system information was reviewed.
 - a. Water Meters – Meter readings were reviewed. One meter showed 0 usage that should show some actual usage. An e-mail will be sent to Water Guy.
 - b. Old water tank – No updates at this time.

- 1) The old tank serves as a wall for the pump house – since the tank will be empty, it will not provide insulation for the pump house so insulation will need to be put up on the tank wall. The Board will look into quotes for this work.
 - 2) Repairs to the roof so the tank can be used for storage (Roof needs to be stabilized before the old tank can be used for storage) – Board will get a quote from Greg’s Welding, Chris Land’s company and/or others.
 - 3) A door will need to be added to the old tank in order to use it for storage. The Board will ask Greg’s Welding to provide a quote to put in a doorway.
- c. Fire pump leaking and needs to be repaired – A valve needs to be replaced. Duaine Faucett reported that they are looking for a replacement and hope to have a price by the next meeting. If he can’t find replacement parts and do a direct replacement, an engineer will be required. They aren’t certain if a replacement part will correct the problem. There was discussion. No other systems have a fire pump like Eight Mile does. The District doesn’t have the flow or tank size for fire flows. Duaine Faucett is meeting with the Fire Marshall regarding color coding fire hydrants so they (Fire Department) knows what flow each hydrant provides. The hydrants in Eight Mile have the pressure to load a tanker and for flushing but nothing else.
 - d. Generator to be repaired – 7/24/25 – The Board authorized the work to proceed. An invoice was received and paid from TW Enterprises at the September meeting. The invoice wasn’t the full amount of what was approved. Duaine Faucett reported that the company doing the generator repair had some changes in staff and the repair was dropped. They should be out to install the new part. The generator didn’t work in the power outage last week. Jeremy Torrez will contact Summit Electrical Solutions for a price to fix the generator.
 - e. Lead Rule / Service Lines Inventory – HDR Engineering has a grant and Water Guy will go door-to-door in Antelope Valley. If they have good results doing the door-to-door, they will see if they can use the grant for other systems.
 - f. An invoice was received for the flushing hydrant replacement by 432 Force Road. Duaine Faucett reported that the hydrant was replaced. This will be removed from the agenda.
 - g. Insurance claim / Pressure issues at 432 Force Road – Duaine Faucett reported that he heard from EPA. They may send someone from Wyoming Association of Rural Water to investigate.

IV. Unfinished Business

- a. Road work (Blade and Mag Chloride) – County grant was approved on 5/6/25 for blading and dust control. Project estimate \$9,814.00 / Grant (25% and 33%) \$3,093.38. Road work and mag chloride invoices received. Pay Request 1 for the grant was \$2,649.10 and was deposited in September. \$444.28 remains available on the grant. The grant is good for one year. No road work is planned at this time.
- b. Director election (March 17, 2026 – 2 directors for 4 years and 1 director for the remaining 2 years of a 4-year term) – A legal notice will run in the News-Record on November 25, 2025. Applications to be on the ballot are due between December 17, 2025, and January 6, 2025. The application is available from the Office of Cathey Consulting (307-685-8235) or online at www.catheyconsulting.net – click on Election Documents.
- c. Quotes for property insurance – No update.
- d. PFAS Testing – Duaine Faucett recommended that the Board sign up for the free initial PFAS testing. Jay Gomez will fill out the online application.

V. New Business

- a. Bill pay options (Water Guy / Xpress bill pay) / E-mail from Water Guy – List of homeowners who did not receive bills in October – There was discussion on Water Guy’s billing process. Several homeowners received late fees in October who said that they didn’t get a bill. People can sign up to receive their bill through e-mail as well as in the regular mail. People can pay their bills online or can sign up for automatic bill pay. Cheyenne from Water Guy joined the meeting by phone and explained the billing process that Water Guy follows. There were 13 people who received late fees in October. Jay Gomez moved to waive late fees for October for people who did not receive their bill, but this does not include people with previous balances. Jeremy Torrez seconded. Motion carried unanimously. Water Guy will include an Xpress bill pay flyer with the invoices this month.

Jay Gomez adjourned the meeting at 4:40 p.m.

Next Meeting: Monday, December 15, 2025, 4:00 p.m.

The District holds regular monthly meetings. The next regular meeting date is included in the meeting minutes for each meeting.

2025 Meeting Dates:

Mon. Dec. 15, 2025, 4:00 p.m.

2026 Meeting Dates:

Mon., Jan. 19, 2026, 4:00 p.m. / Mon., Feb. 16, 2026, 4:00 p.m. / Mon., Mar. 16, 2026, 4:00 p.m.

Mon., Apr. 20, 2026, 4:00 p.m. / Mon., May 18, 2026, 4:00 p.m. / Mon., June 15, 2026, 4:00 p.m.

Mon., July 20, 2026, 4:00 p.m. / Mon., Aug. 17, 2026, 4:00 p.m. / Mon., Sept. 21, 2026, 4:00 p.m.

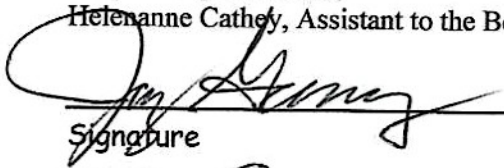
Mon., Oct. 19, 2026, 4:00 p.m. / Mon., Nov. 16, 2026, 4:00 p.m. / Mon., Dec. 21, 2026, 4:00 p.m.

A reminder to drivers of the 20 mph speed limit on the roads. If you see anyone speeding, call in the vehicle description to the Campbell County Sheriff's office at 682-7271. They will investigate it.

Only the board members of the District have the authorization to direct the County on road work in the District. Any issues or concerns about activities of the District or road grading by the County should be directed to the board of directors. Homeowners are not authorized to be contacting the County to direct activities for the District.

UNLESS OTHERWISE INDICATED, MEETINGS ARE HELD AT THE OFFICE OF CATHEY CONSULTING AT 400 SOUTH GILLETTE AVENUE, SUITE 106, GILLETTE, WYOMING (K² TECHNOLOGIES BUILDING – USE ENTRANCE ON 4TH STREET).

Respectfully submitted,
Helenanne Cathey, Assistant to the Board



Signature

Jay Gomez

Printed Name

1-19-26

Date



Signature

Alan L. Clark

Printed Name

1-19-2026

Date

Ronald J. Gomez, President / Alan Clark, Secretary/Treasurer / Jeremy Torrez, Director