

Means First Extension Water & Sewer District
Regular Meeting Minutes
Tuesday, November 11, 2025, 5:30 p.m.
400 South Gillette Avenue, Suite 106, Gillette, Wyoming

BOARD MEMBERS PRESENT: Dawn Brengle, Michael Ducey, Russ Opp, Bob Sinclair
BOARD MEMBERS NOT PRESENT: Rod Blizzard
OTHERS PRESENT: Helenanne Cathey, Justin Starck

Russ Opp called the meeting to order at 5:30 p.m.

I. Customer Accounts / Concerns / Accounts Receivable Report

- a. Meter readings were reviewed and discussed. There was discussion on accounts on the shut off list. Russ Opp reported on Weed and Pest's meter. Dawn Brengle will check with Water Guy to see if the Safety Data Sheet from Hawkins is posted at the pump house building. Russ Opp reported that it needs to be available where the chemical is being used.
- b. DRM master meter – 10/8/24 Board approved DRM using building meter until the master meter is repaired. No update.

II. Water System Update / Projects

- a. PFAS Testing – letters from Water Guy and Wyoming Association of Rural Water – Dawn Brengle will follow up with Water Guy about the PFAS testing.
- b. 3/11/25 – Approved Water Guy to do PFAS testing.
- c. Gasket on the north tank access hatch on top (approved 9/9/25 – e-mailed Water Guy) – No response from Water Guy.
- d. Permit Closeout for water line to serve DRM – Campbell County Public Works requires a signature from the District to close out the Permit to Construct. Waiting for compaction tests by DRM. Russ Opp reported that he heard from Dennis Stillman, DRM's engineer, and they are going to start the compaction testing this week. There was discussion on having the District's engineer out there to watch the work. The consensus is that the District's engineer needs to at least do random checks. Justin Starck will contact DRM or Dennis Stillman.
- e. Markers for valves and meter pits installed
 - 1 Visionary – markers that were run over (Russ Opp) – Russ Opp reported that he talked to Ben at Visionary, and Ben was supposed to get back to him. Russ Opp will follow up with Visionary.
- f. Ground storage tank with a generator – The generator was contingent on if we needed a new tank. Since we don't need a new tank, the consensus is to not pursue generator at this time. This item will be removed from the agenda.
- g. Lead Service Line Inventory Update – Dawn Brengle contacted Water Guy and got mailing addresses. A letter will be mailed to the homes that are unknown material. Water Guy wants pictures.
- h. Issues with Hydrants / Parts are in / City to replace the seat and parts provided by the District. Nothing has been done.
- i. The enlargement discussed at the 1/14/20 meeting (T. Waggener) and potential service from the May, 2021 meeting (T. Given) will be removed from the agenda.

III. Minutes Approval – Dawn Brengle moved to approve the minutes for the regular meeting on September 9, 2025, as presented. Bob Sinclair seconded. Motion carried unanimously. There was no meeting in October.

IV. Treasurer's Report Acceptance / Deposits Review / Bank Statements / Pay Bills

The bills and bank statements were reviewed. Dawn Brengle moved to accept the Treasurer's Report and pay the bills as presented. Bob Sinclair seconded. Motion carried unanimously. Total bills paid in October – \$10,355.01 and in November – \$7,935.12. Account balances: First Northern Bank Checking: \$88,551.54 after bill payments (except does not include deposits since the end of the prior month – deposits are reconciled with bank statements on a monthly basis), Money Market Account: \$143,978.12, CD: \$176,023.58, Money Market/Reserves: \$449,618.13, CD/Reserves \$107,480.46. The total of the accounts is \$965,651.83. Bills and checks were reviewed, approved, and paid as follows:

October

CK #	Name	Invoice Number	Memo	Amount
AUTO	POWDER RIVER ENERGY	ACCT. 1980425	#3 WELL BY BARN - \$1,055.16	\$3,415.68
	9/1/25 - 10/1/25	ACCT. 2847725	COPPER WELL BY PARK - \$1,114.57	
		ACCT. 3144725	PUMP HOUSE - \$510.78	
		ACCT. 12167102	2011 WATER WELL - \$735.17	
4449	CATHEY CONSULTING	INV. 8320	SEPTEMBER, 2025 ADMIN./BOOKS/COMPL/POSTAGE \$1,820.00	\$1,983.73
		INV. 8299	9/9/25 MEETING MEAL \$163.73	
4450	DAWN BRENGLE	1ST QTR FYE 2026	1ST QTR FYE 2026 MEETING ATTENDANCE	\$75.00
4451	HAWKINS, INC.	INV. 7196108	CHLORINE \$855.50	\$865.50
		INV. 7197278	CHLORINE \$10.00	
4452	MICHAEL DUCEY	1ST QTR FYE 2026	1ST QTR FYE 2026 MEETING ATTENDANCE	\$75.00
4453	POSTMASTER	ANNUAL FEE	ANNUAL POST OFFICE BOX FEE	\$188.00
4454	ROBERT SINCLAIR	1ST QTR FYE 2026	1ST QTR FYE 2026 MEETING ATTENDANCE	\$75.00
4455	VOID			
4456	VOID			
4457	VOID			
4458	RODERICK BLIZZARD	1ST QTR FYE 2026	1ST QTR FYE 2026 MEETING ATTENDANCE	\$75.00
4459	RUSSELL OPP	1ST QTR FYE 2026	1ST QTR FYE 2026 MEETING ATTENDANCE	\$75.00
4460	WATER GUY	INV. 2025-1115	SEPTEMBER, 2025 WATER OPER./METERS/BILLING \$2,927.10	\$3,527.10
		INV. 2025-1160	LOCATES - JULY \$600.00	
			TOTAL CHECKS / BILLS PAID	\$10,355.01

November

CK #	Name	Invoice Number	Memo	Amount
AUTO	POWDER RIVER ENERGY	ACCT. 1980425	#3 WELL BY BARN - \$541.46	\$2,312.52
	10/1/25 - 11/1/25	ACCT. 2847725	COPPER WELL BY PARK - \$572.12	
		ACCT. 3144725	PUMP HOUSE - \$559.66	
		ACCT. 12167102	2011 WATER WELL - \$639.28	
4461	CATHEY CONSULTING	INV. 8376	OCTOBER, 2025 ADMIN./BOOKS/COMPL/POSTAGE	\$1,820.00
4462	GARY GARLAND	REFUND	REFUND CREDIT BALANCE	\$10.00
4463	HAWKINS, INC.	INV. 7229195	CHLORINE \$855.50	\$865.50
		INV. 7226133	CHLORINE \$10.00	
4464	WATER GUY	INV. 2025-1256	OCTOBER, 2025 WATER OPER./METERS/BILLING	\$2,927.10
			TOTAL CHECKS / BILLS PAID	\$7,935.12

V. Unfinished Business

a. None

VI. New Business

a. None

VII. Public Comment – There was an opportunity for public comment. There were no public comments.

VIII. Adjourn – Dawn Brengle moved to adjourn. Michael Ducey seconded. The meeting was adjourned at 6:27 p.m.

NEXT REGULAR MEETING: TUESDAY, DECEMBER 9, 2025, 5:30 P.M.

2025 Meetings:

Tues., Dec. 9, 2025, 5:30 p.m.

MEETINGS ARE HELD AT THE OFFICE OF CATHEY CONSULTING AT 400 SOUTH GILLETTE AVENUE, SUITE 106, GILLETTE (K² TECHNOLOGIES BUILDING – ENTRANCE IS ON 4TH STREET)
Meeting Minutes are posted online at www.catheyconsulting.net – click on Means Water & Sewer.

Respectfully submitted,
Helenanne Cathey, Assistant to the Board

Russ Opp
Signature

Russ Opp
Printed Name

9 Dec 2025
Date

Michael Ducey
Signature

MICHAEL DUCEY
Printed Name

12/9/2025
Date

Russ Opp, President (307-680-7750) / Bob Sinclair, Vice President (307-660-2023) /
Dawn Brengle, Secretary/Treasurer / Roderick (Rod) Blizzard, Director (307-299-0016) /
Michael Ducey, Director (307-670-4545)