

**Cook Road Water District
Regular Meeting
MINUTES**

Wednesday, December 17, 2025, 5:30 p.m.

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

BOARD MEMBERS PRESENT: Mike Fuller, Denise Nannemann, Angela Williams,
Miles Williams
BOARD MEMBERS APPROVED ABSENT: Eric Powers
OTHERS PRESENT: Helenanne Cathey, Lyle Nannemann, Duaine Faucett

Angela Williams called the meeting to order at 5:30 p.m.

I. Customer Requests / Public Comment – None

II. Water System Update – Duaine Faucett from Water Guy came to the meeting to discuss water quality issues at 7351 Solar Drive. One of the problems is that they didn't put an air relief valve at the top of the hill, so when the system is flushed, the air goes to the top of the hill. There should also be an air relief valve in the pit, and there should also be an air relief valve at 200 Foxrun. Duaine Faucett estimates a cost of approximately \$10,000 to install the air relief valves. The other thing Duaine Faucett recommends is a gauge at 7351 Solar for monitoring when they flush the system. Mike Fuller moved to make the modifications to the distribution system as recommended by Duaine Faucett. Denise Nannemann seconded. Motion carried unanimously.

The water system billing, meter readings, delinquent and shut off accounts, and general water system information were reviewed.

Duaine Faucett reported that the Fire Department contacted him. They accepted a policy where everything has to be fire flow tested. The hydrants need to be flow tested and color-coded to indicate if a fire hydrant has fire flow pressure. The hydrants in Cook Road don't provide fire flow. The hydrants will be painted white to indicate the Fire Department can't use them. Water Guy has been instructed to inventory all of the fire hydrants and provide the information to the Fire Department on an annual basis.

III. Minutes Approval / Treasurer's Report / Bills – Financial reports and minutes were reviewed. Mike Fuller moved to approve the minutes for the regular meeting on November 19, 2025, accept the treasurer's report, and approve and pay the bills as presented. Angela Williams seconded. Motion carried unanimously.

Sinking Fund Balance Forward:	\$283,429.52
11/30/25 Interest	\$235.38
Sinking Fund Ending Balance:	\$283,664.90

Capital Expenditures Balance Forward:	\$39,738.97
11/30/25 Interest	\$32.68
Capital Expenditures Ending Balance:	\$39,771.65

Checking Account Balance Forward:	\$36,500.64
Deposits 11/1-11/19/25:	\$4,162.16
Adjusted Balance Forward:	\$40,662.80
11/20-11/30/25 Deposits–Water	\$2,163.57
11/30/25 Interest	\$16.22
Checking Account / QuickBooks Balance 11/30/25:	\$42,842.59
12/05/25 Xpress Bill Pay Dep.	\$4,975.52
12/10/25 Assessments Deposit	\$656.01
Checking Account / QuickBooks Balance Prior to bills:	\$48,474.12

Bills Paid at Meeting:

Ck#	Vendor	Description	Amount
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AUTO City of Gillette	Inv. 2181691 Regional water November 0 gallons	\$570.00
AUTO Powder River Energy	Electricity – 11/1-12/1/1/25	\$945.90
1487 Cathey Consulting, LLC	Inv. 8407 – Nov. admin./books/compl.	\$720.00
1488 C N A Surety	Bond / board – 1/18/26 – 1/18/27	\$105.00
1489 Hawkins, Inc.	Inv. 7257262 – Chlorine \$40.00	\$80.00
	Inv. 7281589 – Chlorine \$40.00	
1490 Marsh & McLennan Agency	Inv. 579890 – Insurance 12/31/25 – 12/31/26	\$3,300.00
1491 Water Guy	Inv. 2025-1381 Nov. water operator/meters/ billing \$2,079.70	\$2,604.70
	Inv. 2025-1345 – Locates – August \$487.50	
	Inv. 2025-1443 – Bounced check \$37.50	
1492 Wyo. Assoc. of Rural Water Systems	Inv. 20761 – 2026 annual membership	\$505.00
TOTAL BILLS PAID:		\$8,830.60
Bills paid by credit on account:		
CBH Co-Op – \$0 monthly payment for the next year (May, 2025). \$0 for LP Rental / \$1,830.79 credit balance.		
Checking Account Balance End of Meeting		\$39,643.52*
<i>*Checking account balance does not include Water Guy deposits since the end of the prior month.</i>		

V. Unfinished Business

a. None

VI. New Business

a. None

VII. Adjourn

Angela Williams moved to adjourn. Denise Nannemann seconded. The meeting was adjourned at 5:43 p.m.

A reminder to landowners – **when the red light is flashing at the top of the water tank, turn off your outdoor watering until the light is off!**

Next Regular Meeting: Thursday, January 22, 2026, 5:30 p.m. at the office of Cathey Consulting.

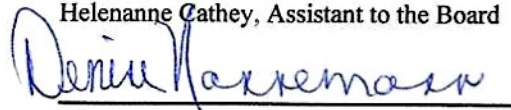
2026 Meetings:

Thurs., Jan. 22, 2026, 5:30 p.m. / Thurs., Feb. 26, 2026, 5:30 p.m. / Thurs., Mar. 26, 2026, 5:30 p.m.
Thurs., Apr. 23, 2026, 5:30 p.m. / Thurs., May 28, 2026, 5:30 p.m. / Thurs., June 25, 2026, 5:30 p.m.
Thurs., July 23, 2026, 5:30 p.m. / Thurs., Aug. 27, 2026, 5:30 p.m. / Thurs., Sept. 24, 2026, 5:30 p.m.
Thurs., Oct. 22, 2026, 5:30 p.m. / *Wed., Nov. 18, 2026, 5:30 p.m.* / Wed., Dec. 16, 2026, 5:30 p.m.**

**November and December meetings rescheduled due to Thanksgiving and Christmas holidays.*

MEETINGS: BOARD MEETINGS ARE NORMALLY HELD THE FOURTH THURSDAY OF EACH MONTH AT 5:30 P.M. AT THE OFFICE OF CATHEY CONSULTING AT 400 SOUTH GILLETTE AVENUE (K² TECHNOLOGIES BUILDING – ENTRANCE IS ON 4TH STREET)

Respectfully submitted,
Helenanne Cathey, Assistant to the Board


Signature


Signature


Signature

Denise Nannemann
Printed Name

Myles Williams
Printed Name

Angela Williams
Printed Name

01-22-26
Date

1-22-2026
Date

1-26-26
Date

Angela Williams, Chairman / Eric Powers, Vice-Chairman / Myles Williams, Treasurer /
Denise Nannemann, Secretary / Mike Fuller, Director