

**Means First Extension Water & Sewer District**  
**Regular Meeting Minutes**  
**Tuesday, December 9, 2025, 5:30 p.m.**  
**400 South Gillette Avenue, Suite 106, Gillette, Wyoming**

BOARD MEMBERS PRESENT: Rod Blizzard, Dawn Brengle, Michael Ducey, Russ Opp, Bob Sinclair  
 OTHERS PRESENT: Helenanne Cathey, Justin Starck

Russ Opp called the meeting to order at 5:35 p.m.

**I. Customer Accounts / Concerns / Accounts Receivable Report**

- a. Meter readings were reviewed and discussed. Dawn Brengle moved to refund the credit balance for Account 482.01. Michael Ducey seconded. Motion carried unanimously.
- b. DRM master meter – 10/8/24 Board approved DRM using building meter until the master meter is repaired. No update.
- c. Water Guy sent an e-mail explaining that they have the Safety Data Sheet for chlorine on Water Guy’s phones and at their office. The Board would like the SDS printed and put in the pumphouse.

**II. Water System Update / Projects**

- a. PFAS Testing – Michael Ducey signed the District up for the free PFAS testing.
- b. Gasket on the north tank access hatch on top – Water Guy e-mailed that the seal is now fixed.
- c. 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. Justin Starck explained that DRM’s compaction tests did not yield favorable results. They are trying to figure out what to do. The Board asked Justin Starck what should be done. There was discussion, but nothing was resolved.
- d. Markers for valves and meter pits installed
  - 1 Visionary – markers that were run over – Russ Opp reported that he talked to someone at Visionary. They are putting in more fiber optic. They will try to find out who did the work in Means.
- e. 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.
- f. Issues with Hydrants / Parts are in / City to replace the seat and parts provided by the District. Nothing has been done.

**III. Minutes Approval** – Rod Blizzard moved to approve the minutes for the regular meeting on November 11, 2025, as presented. Michael Ducey seconded. Motion carried unanimously.

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

The bills and bank statements were reviewed. One of the CDs renews December 12<sup>th</sup>. Rod Blizzard moved to accept the Treasurer’s Report and pay the bills as presented. Dawn Brengle seconded. Motion carried unanimously. Total bills paid \$11,122.78. Account balances: First Northern Bank Checking: \$91,626.67 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: \$144,096.46, CD: \$176,023.58, Money Market/Reserves: \$449,987.67, CD/Reserves \$107,480.46. The total of the accounts is \$969,214.84. Bills and checks were reviewed, approved, and paid as follows:

CK #	Name	Invoice Number	Memo	Amount
AUTO	POWDER RIVER ENERGY	ACCT. 1980425	#3 WELL BY BARN - \$304.73	\$1,773.87
	11/1/25 - 12/1/25	ACCT. 2847725	COPPER WELL BY PARK - \$293.22	
		ACCT. 3144725	PUMP HOUSE - \$548.17	
		ACCT. 12167102	2011 WATER WELL - \$627.75	
4465	CATHEY CONSULTING	INV. 8376	OCTOBER, 2025 ADMIN./BOOKS/COMPL/POSTAGE \$1,820.00	\$1,977.50
		INV. 8399	11/11/25 MEETING MEAL \$157.50	
4466	HAWKINS, INC.	INV. 7257117	CHLORINE \$10.00	\$10.00
4467	HDR ENGINEERING	INV. 1200779646	ENGINEERING 6/1/25 - 11/29/25 \$1,098.80	\$1,098.80
4468	HUB INTERNATIONAL	INV. 4370850	INSURANCE 12/1/25 - 12/1/26 \$1,547.00	\$1,547.00

4469	ROBERT & CAROL O-BRYAN	REFUND	REFUND CREDIT BALANCE \$269.46	\$269.46
4470	WATER GUY	INV. 2025-1409	NOVEMBER, 2025 WATER OPER./METERS/BILLING \$2,927.10	\$3,941.15
		INV. 2025-1354	LOCATES IN AUGUST \$549.16	
		INV. 2025-1327	LOCATES IN SEPTEMBER \$464.89	
4471	WYOMING ASSOC.OF RURAL WATER	INV. 20828	2026 MEMBERSHIP \$505.00	\$505.00
			<b>TOTAL CHECKS / BILLS PAID</b>	<b>\$11,122.78</b>

**V. Unfinished Business**

- a. Dawn Brengle has labels for the properties for which we still need pictures of their water lines for the lead service line inventory. There was discussion on where pictures should be sent. Water Guy needs the pictures so they should be sent to water Guy. There was discussion on how to word the letter that will be sent to homeowners.

**VI. New Business**

- a. The ACH agreement for Visionary to direct deposit the annual payment into the District's account was signed.

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

**VIII. Adjourn** – Dawn Brengle moved to adjourn. Rod Blizzard seconded. The meeting was adjourned at 6:23 p.m.

**NEXT REGULAR MEETING: TUESDAY, JANUARY 13, 2026, 5:30 P.M.**

**2026 Meetings:** Tues., Jan. 13, 2026, 5:30 p.m. / Tues., Feb. 10, 2026, 5:30 p.m. / Tues., Mar. 10, 2026, 5:30 p.m.  
 Tues., Apr. 14, 2026, 5:30 p.m. / Tues., May 12, 2026, 5:30 p.m. / Tues., June 9, 2026, 5:30 p.m.  
 Tues., July 14, 2026, 5:30 p.m. / Tues., Aug. 11, 2026, 5:30 p.m. / Tues., Sept. 8, 2026, 5:30 p.m.  
 Tues., Oct. 13, 2026, 5:30 p.m. / Tues., Nov. 10, 2026, 5:30 p.m. / Tues., Dec. 8, 2026, 5:30 p.m.

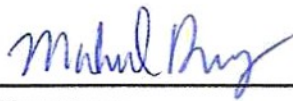
**MEETINGS ARE HELD AT THE OFFICE OF CATHEY CONSULTING AT 400 SOUTH GILLETTE AVENUE, SUITE 106, GILLETTE (K<sup>2</sup> TECHNOLOGIES BUILDING – ENTRANCE IS ON 4<sup>TH</sup> STREET)**  
**Meeting Minutes are posted online at [www.catheyconsulting.net](http://www.catheyconsulting.net) – click on Means Water & Sewer.**

Respectfully submitted,  
 Helennane Cathey, Assistant to the Board

  
 \_\_\_\_\_  
 Signature

Russ OPP  
 \_\_\_\_\_  
 Printed Name

13 Jan 2026  
 \_\_\_\_\_  
 Date

  
 \_\_\_\_\_  
 Signature

MICHAEL DUCEY  
 \_\_\_\_\_  
 Printed Name

1/13/2026  
 \_\_\_\_\_  
 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)