

Ward Creek Improvement & Service District

Regular Meeting

MINUTES

Tuesday, February 17, 2026, 4:00 p.m.

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

BOARD MEMBERS PRESENT: Jim Fifield, Ely Prince  
BOARD MEMBERS APPROVED ABSENT: Toni Clark  
OTHERS PRESENT: Helenanne Cathey

Jim Fifield called the meeting to order at 4:12 p.m.

- I. **Minutes Approval** – Jim Fifield moved to approve the minutes for the January 20, 2026, regular meeting. Ely Prince seconded. Motion carried unanimously.
- II. **Treasurer’s Report Acceptance** – Jim Fifield moved to accept the Treasurer’s Report and pay the bills as presented and as listed below. Ely Prince seconded. Motion carried unanimously.

Bank Balance End of Last Meeting:		\$45,223.45	
01/31/26 Interest	\$17.70		
Bank Balance Prior to bills:		\$45,241.15	
Bills Paid:			
<u>CHECK #</u>	<u>Vendor</u>	<u>Purpose</u>	<u>Amount</u>
1126	Cathey Consulting	Inv. 8529 – Jan., 2026 admin/bks/postage	\$500.00
1127	Powder River Energy	Acct 2159626 1/1-2/1/26 \$81.66	\$542.23
		Acct 2159726 1/1-2/1/26 \$460.57	
1128	Water Guy	Inv. 2026-71 – Jan. Water Oper./Bacteria test	\$566.80
TOTAL			\$1,609.03
<b>Bank Balance End of Meeting:</b>			<b>\$43,632.12</b>
<b>Accounts Receivable Balance:</b>	\$15,300.00 (assessments)		

- III. **Unfinished Business**
  - a.
- IV. **New Business**
  - a. Jim Fifield moved to authorize setting up auto pay for the Powder River Energy monthly bills. Ely Prince seconded. Motion carried unanimously. Helenanne Cathey will set up the auto pay. The bills will still be reviewed and approved each month.
  - b. The Board is looking into getting the roof fixed on the pumphouse.
  - c. There was a leak on the water line. Water Guy tried to shut off water but the curb stop wasn’t working. Water Guy repaired it.

Jim Fifield moved to adjourn the meeting. Ely Prince seconded. The meeting was adjourned at 4:17 p.m.

**Next Regular Meeting: TUESDAY, MARCH 17, 2026, 4:00 p.m. at the office of Cathey Consulting.**

2026 Meetings:

Tues., Mar. 17, 2026, 4:00 p.m.  
Tues., Apr. 21, 2026, 4:00 p.m. / Tues., May 19, 2026, 4:00 p.m. / Tues., June 16, 2026, 4:00 p.m.  
Tues., July 21, 2026, 4:00 p.m. / Tues., Aug. 18, 2026, 4:00 p.m. / Tues., Sept. 15, 2026, 4:00 p.m.  
Tues., Oct. 20, 2026, 4:00 p.m. / Tues., Nov. 17, 2026, 4:00 p.m. / Tues., Dec. 15, 2026, 4:00 p.m.

**DISTRICT MEETINGS ARE HELD THE THIRD TUESDAY OF THE MONTH AT 4:00 P.M. AT THE OFFICE OF CATHEY CONSULTING (400 S GILLETTE AVE., SUITE 106, GILLETTE – K2 TECHNOLOGIES BUILDING – OFFICE ENTRANCE IS ON 4<sup>TH</sup> STREET ACROSS FROM ARROW PRINTING.)**

For any concerns or questions about water, call Water Guy at 307-299-3544 or a Board member. Board member phone numbers are listed at the bottom of these minutes.

Respectfully submitted,  
Helenanne Cathey, Assistant to the Board

Toni Clark  
Signature

Toni Clark  
Printed Name

3/17/26  
Date

Jim Fifield  
Signature

Jim Fifield  
Printed Name

3-17-26  
Date

Jim Fifield, President (307-683-6492) / Ely Prince, Vice President (307-399-9079) /  
Toni Clark, Secretary/Treasurer (307-680-6793)