

**Means, Carter & North Hannum Improvement & Service District**  
**Regular Meeting**  
**MINUTES**  
**Tuesday, April 6, 2021, 5:00 p.m.**  
**Office of Cathey Consulting, 400 South Gillette Ave, Suite 106, Gillette, WY**

BOARD MEMBERS PRESENT: Robert Holum, Montie Means, Ethan Strand  
 OTHERS PRESENT: Helenanne Cathey, Ken Roesler

Montie Means called the meeting to order at 5:00 p.m.

- I. **Minutes Approval** – Ethan Strand moved to approve the minutes for the January 5, 2021, regular meeting as written. Robert Holum seconded. Motion carried unanimously.
- II. **Treasurer’s Report** – The Treasurer’s Report and bills were reviewed. Ethan Strand moved to accept the Treasurer’s Report and pay bills as presented. Montie Means seconded. Motion carried unanimously.

<b>Bank balance forward:</b>			<b>\$81,455.94</b>
12/31/20	Interest	\$4.63	
Adjusted Balance Forward:			\$81,460.57
01/11/21	Deposit – Assessments	\$3,100.00	
01/31/21	Interest	\$4.98	
02/28/21	Interest	\$4.54	
03/31/21	Interest	No Statement Yet	
<b>Bank Balance Prior to Bills:</b>			<b>\$84,570.09</b>
Bills Paid at Meeting:			
<u>Ck#</u>	<u>Payee – Description</u>		<u>Amount</u>
1185	Cathey Consulting	Inv. 5854 – Jan. Adm./Bks/Post. \$335.95	\$965.95
		Inv. 5897 – Feb. Adm./Bks/Post. \$315.00	
		Inv. 5941 – Mar. Adm./Bks/Post. \$315.00	
1186	Local Gov’t Liability Pool	Inv. 13018 – 7/1/21–6/30/22 Liab./D & O Insur.	\$500.00
Total Bills:			\$1,465.95
<b>Bank Balance End of Meeting:</b>			<b>\$83,104.14</b>
Receivables balances: \$10,900 – Assessments			

**III. Unfinished Business / Roads**

- a) 2021 Road Work – Board approved up to 25 loads of rock, a blade, and dust control at the last meeting. A grant application was submitted, and the County approved the grant for up to \$3,029.78 for dust control (project cost estimate \$12,119.10). The Board signed the grant agreement. Montie Means will contact Quality Agg (for rock) and Dustbusters (for dust control) and schedule the work.

**IV. New Business**

- a) Election of Officers – Ethan Strand moved to keep the officers the same for the next year (Montie Means, President / Ethan Strand, Vice President / Robert Holum, Secretary/Treasurer). Robert Holum seconded. Motion carried unanimously.
- b) A request was made to move the mailboxes – maybe across the street or to the end of the block. Someone keeps running into the boxes there. A suggestion was made that the District look into locked boxes. They would need to be installed in one location so everyone would get their mail in one location. There was discussion on where to put the locked boxes. The post office is giving boxes to another subdivision. A Board member will contact the Postmaster to see if the post office will give the District locked boxes.
- c) Community Garage Sale – There was discussion on the community garage sale. The consensus is to hold the community garage sale on **Saturday, June 26<sup>th</sup> from 8:00 a.m. until 4:00 p.m.** Helenanne Cathey will send out a postcard to members of the District to let them know about the community garage sale and invite them to participate and will also run an advertisement in the News-Record. Ethan Strand will post the community garage sale on Facebook.

- d) The Local Government Liability Pool Renewal application for general liability and directors & officers insurance for 7/1/21 – 6/30/22 was completed and signed to renew the insurance.
- e) Budget for 7/1/21 – 6/30/22 – The budget for the next fiscal year was reviewed. Rates will stay the same next year. Robert Holum moved to approve the preliminary budget as discussed. Montie Means seconded. Motion carried unanimously. The preliminary budget is attached to these minutes. The following legal ad will run at least a week prior to the budget hearing.

**LEGAL NOTICE OF PUBLIC BUDGET HEARING  
MEANS, CARTER, NORTH HANNUM IMPROVEMENT & SERVICE DISTRICT**

Means, Carter, & North Hannum Improvement and Service District will hold a public hearing on Tuesday, July 6, 2021, at 5:00 p.m. to review the 7/1/21 – 6/30/22 budget followed by a regular District meeting to adopt the budget and conduct regular business. The hearing will be held at the office of Cathey Consulting at 400 South Gillette Avenue, Suite 106 (K2 Technologies Building – office entrance is on 4<sup>th</sup> Street across from Arrow Printing), Gillette, Wyoming. Budget summary:

Expenses: Administrative \$5,000 / Indirect \$626.00 / Operations/Misc. \$99,234.00  
Revenue and Cash Carryover: \$104,860

The assessments will stay the same (\$400 per lot for 78 lots in the District and \$200 per lot for those lots whose only access is on Hannum Road). The proposed budget is available online with the April 6, 2021, meeting minutes for Means, Carter & North Hannum Improvement & Service District, at [www.catheyconsulting.net](http://www.catheyconsulting.net).

To contact the District or to request special accommodations for the hearing,  
call Cathey Consulting at 307-685-8235.

**V. Public Comment** – There was an opportunity for public comment.

Montie Means adjourned the meeting at 6:02 p.m.

**UPCOMING MEETINGS: Tuesday, July 6, 2021, 5:00 p.m. (Budget Hearing and Regular Meeting) / Tuesday, October 5, 2021, 5:00 p.m.**

**MEETINGS ARE HELD AT THE OFFICE OF CATHEY CONSULTING, 400 SOUTH GILLETTE AVENUE, SUITE 106, GILLETTE.**

Respectfully submitted,  
Helenanne Cathey, Assistant to the Board

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Montie Means, President / Date

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Ethan Strand, Vice President / Date

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Robert (Bob) Holum, Secretary/Treasurer / Date

**Budget - Means, Carter & North Hannum ISD - 7/1/2021 - 6/30/2022**

**Budget Hearing: Tuesday, July 6, 2021, 5:00 p.m. at Office of Cathey Consulting / Means, Carter & N Hannum ISD, PO Box 4082, Gillette, WY 82717**

	Actual (F32) 7/1/19 - 6/30/20	Budget 7/1/20 - 6/30/21	Actual 7/1/20 - 6/30/21	Budget 7/1/21 - 6/30/22
<b>TOTAL FUNDS ON HAND START OF FY</b>	64,062	81,648	81,649	68,820
<b>Revenue</b>				
Assessments (\$400 X 78 lots)	31,200	31,200	31,200	31,200
Assessments (\$200 X 6 lots)	1,200	1,200	1,200	1,200
Assessments - Interest	184	300	200	300
Interest - Bank	89	90	55	90
Grants - County	2,960	3,250	3,030	3,250
Other Fees				
<b>TOTAL REVENUE</b>	35,633	36,040	35,685	36,040
<b>TOTAL CASH ON HAND + REVENUE</b>	99,695	117,688	117,334	104,860
<b>Expenditures</b>				
<b>Administrative</b>				
Contract Admin./Bks (\$315/mo.)	3,780	3,800	3,780	3,800
Contract Legal		400		400
Contract Accounting/Auditing				
Office/Adver./Postage/Collec./Other	574	800	250	800
Travel				
<b>TOTAL ADMINSTRATIVE</b>	4,354	5,000	4,030	5,000
<b>Indirect</b>				
Insurance - Liab., Bonding	626	626	626	626
Miscellaneous				
<b>TOTAL INDIRECT COSTS</b>	626	626	626	626
<b>Operations</b>				
Miscellaneous (Rollover)		81,648		68,820
Roads - Rock, Blading, Snow removal, Mowing, Spraying, other	10,365	17,414	15,000	17,414
Roads - Dust Control	11,841	13,000	12,119	13,000
<b>TOTAL OPERATIONS COSTS</b>	22,206	112,062	27,119	99,234
<b>TOTAL EXPENDITURES</b>	27,186	117,688	31,775	104,860
<b>DEDICATED TO RESERVES</b>				
<b>NET REVENUE MINUS EXPENDITURES (No Misc.)</b>	8,447	0	3,910	0
<b>BALANCE BUDGETING - S/B 0</b>		0		0
<b>Receivables Start of FY</b>	5,360		5,560	
<b>Payables Balance Start of FY</b>	12,968		22,299	
	6/30/2019	6/30/20 (EST)	6/30/2020	6/30/21 (EST)
<b>BEGINNING OF FISCAL YEAR BALANCES</b>				
<b>GENERAL FUNDS</b>	64,062	81,648	81,649	68,820
<b>RESERVES BALANCES</b>				
<b>TOTAL FUNDS BEGINNING OF YEAR</b>	64,062	81,648	81,649	68,820
<b>Receivables Balance End of FY</b>	5,560			
<b>Payables Balance End of FY</b>	22,299			
End of Year Bank Balance	81,640		68,820	
F32 - Add in \$9 (interest 6/30/19 \$8 and +1 rounding,	81,649	0	Current Yr. Rev-Current Yr. Exp.	0
		0	Total Revenue - Total Expenses	0

**Budget Message: Means, Carter & North Hannum ISD manages the roads. Each year, rock is added and dust control applied as needed. The District utilizes the County grant program when possible. The District does not have any reserves.**

Board Member Signature \_\_\_\_\_

Board Member Signature \_\_\_\_\_

Directors: Montie Means, Pres. and Robert Holum, Sec./Treas. terms end March, 2022 / Ethan Strand, Vice Pres. term ends March, 2024

The District holds a regular meeting each quarter at 5:00 p.m. Meeting dates to be determined annually.

Records are stored at 400 S Gillette Ave, Suite 106, Gillette.

Roads Estimates:

3024.8 McGee Ave  
 5787.3 Gold Road  
 1015.4 North Plains Dr  
 1353 Mink Ave  
 1414.1 Glenn Ave  
 2125 Means St  
 557.7 Copper St  
 633.4 Silver Ave  
 15910.7 total feet in subdivision  
 5280 feet in a mile  
 3.0 total miles