

**Means, Carter & North Hannum Improvement & Service District**  
**Regular Meeting**  
**MINUTES**  
**Tuesday, April 7, 2020, 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

*Due to COVID-19 social distancing requirements, Board members joined this meeting via conference call. The office of Cathey Consulting was open.*

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

- I. **Minutes Approval** – Robert Holum moved to approve the minutes for the January 7, 2020, regular meeting as written. Montie Means 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>\$71,852.94</b> |
| 01/10/20                     | Deposit – Assessments | \$1,400.00 |                    |
| 01/31/20                     | Interest              | \$9.30     |                    |
| 02/10/20                     | Deposit – Assessments | \$400.00   |                    |
| 02/29/20                     | Interest              | \$8.74     |                    |
| 03/10/20                     | Deposit – Assessments | \$821.70   |                    |
| 03/31/20                     | Interest              | \$7.21     |                    |

**Bank Balance Prior to Bills:** **\$74,499.89**

Bills Paid at Meeting:

| <u>Ck#</u> | <u>Payee – Description</u>            | <u>Amount</u> |
|------------|---------------------------------------|---------------|
| 1113       | Cathey Consulting                     |               |
|            | Inv. 5319 – Jan. Adm./Bks/Post.       | \$336.50      |
|            | Inv. 5344 – Director election mailing | \$166.90      |
|            | Inv. 5367 – Feb. Adm./Bks/Post.       | \$315.00      |
|            | Inv. 5410 – Mar. Adm./Bks/Post.       | \$315.00      |
| 1114       | Gillette News-Record                  | \$89.25       |
| 1115       | Local Gov’t Liab. Pool                | \$500.00      |
| 1116       | Postmaster                            | \$56.00       |
|            | Total Bills:                          | \$1,778.65    |

**Bank Balance End of Meeting:** **\$72,721.24**

Receivables balances: \$11,500.00

**III. Unfinished Business**

- a) Director election – March 17, 2020 (Strand – 4 year term) – Ballots were canvassed by Helenanne Cathey, Montie Means, and Quentin Strand on March 19<sup>th</sup>. Results:
  - 138 ballots mailed / 7 ballots returned and counted:
    - Anthony Patrick Knofczynski – 1 vote
    - Ethan Strand – 4 votes
    - Quentin Strand – 2 votes
  - Ethan Strand completed the oath as required.
- b) Road work for 2020 –
  - a) A County grant application was submitted on March 11<sup>th</sup> for dust control for \$2,795 (\$11,900 project cost with Dustbusters). The County Commissioners approved the grant application today.
  - b) Rock – Montie Means talked to Quality Agg. Quality Agg recommended some one inch clean limestone instead of the W-Base this year, doing 10 loads as in the past. It’s \$.50 more per ton. They will coordinate with the County on spreading the rock and getting the dust control down. Robert

Holum moved to approve the rock and dust control as discussed. Montie Means seconded. Motion carried unanimously. Montie Means will contact Dustbusters and Quality Agg.

**IV. New Business**

- a) Robert Holum moved to add Ethan Strand to the signature card at First National Bank and remove Quentin Strand. Montie Means seconded. Motion carried unanimously.
- b) Officer elections – Ethan Strand moved to have the following slate of officers for the next year: Montie Means, President / Ethan Strand, Vice President / Robert Holum, Secretary/Treasurer. Robert Holum seconded. Motion carried unanimously.
- c) Montie Means will sign the renewal application for the Local Government Liability Pool insurance for the next fiscal year.
- d) Budget – The budget for the next fiscal year (7/1/20 – 6/30/21) was discussed. The consensus was to leave the budget basically the same as the current fiscal year with no change in assessments. Robert Holum moved to approve the preliminary budget as discussed and run the following legal ad at least a week prior to the budget hearing July 7<sup>th</sup>. Ethan Strand seconded. Motion carried unanimously. The preliminary budget is attached to these minutes.

**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 7, 2020, at 5:00 p.m. to review the 7/1/20 – 6/30/21 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. \$92,676.00  
Revenue and Cash Carryover: \$98,302.00

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 meeting minutes for Means, Carter & North Hannum Improvement & Service District for April 7, 2020, 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.

Robert Holum moved to adjourn. Ethan Strand seconded. The meeting adjourned at 5:14 p.m.

**UPCOMING MEETINGS: Tuesday, July 7, 2020, 5:00 p.m. (Budget Hearing and Regular Meeting) / Tuesday, October 6, 2020  
MEETINGS ARE HELD AT THE OFFICE OF CATHEY CONSULTING, 400 SOUTH GILLETTE AVENUE, SUITE 106, GILLETTE.**

Respectfully submitted,  
Helenanne Cathey, Assistant to the Board

---

Montie Means, President / Date

---

Ethan Strand, Vice President / Date

---

Robert (Bob) Holum, Secretary/Treasurer / Date

