

Means, Carter & North Hannum Improvement & Service District
Budget Hearing & Regular Meeting
MINUTES
Wednesday, June 21, 2023, 5:00 p.m.
Office of Cathey Consulting, 400 South Gillette Ave, Suite 106, Gillette, WY

BOARD MEMBERS PRESENT: Montie Means, Ethan Strand (by phone)
 BOARD MEMBERS NOT PRESENT: Robert Holum
 OTHERS PRESENT: Helenanne Cathey

BUDGET HEARING

Montie Means called the budget hearing to order at 5:00. The budget was reviewed. There was an opportunity for public comment. There were no public comments. Montie Means adjourned the budget hearing at 5:05 p.m.

REGULAR MEETING

Montie Means called the regular meeting to order at 5:05 p.m.

- I. **Budget** – Montie Means moved to adopt the budget for 7/1/23 – 6/30/24 for \$101,014.00 and adopt the resolution to assess and submit assessments to the County as approved in the budget. Ethan Strand seconded. Motion carried unanimously. The budget is attached to these minutes.
- II. **Minutes Approval** – Ethan Strand moved to approve the minutes for the regular meeting on April 4, 2023, as written. Montie Means seconded. Motion carried unanimously.
- III. **Treasurer’s Report** – The Treasurer’s Report and bills were reviewed. There was discussion on the roads. Ethan Strand moved to accept the Treasurer’s Report and pay bills as discussed and listed below. Montie Means seconded. Motion carried unanimously.

Bank balance forward:			\$76,326.53
03/31/23	Interest	\$23.87	
04/10/23	Deposit – Assessments	\$1,213.81	
04/30/23	Interest	\$22.64	
05/08/23	Deposit – Assessments	\$2,300.00	
05/31/23	Interest	\$23.60	
06/12/23	Deposit – Assessments	\$5,937.67	

Bank Balance Prior to Bills: \$85,848.12

Bills Paid at Meeting:

<u>Ck#</u>	<u>Payee – Description</u>		<u>Amount</u>
1216	Cathey Consulting	Inv. 7021 – Apr.. Adm./Bks/Post. \$365.00	\$1,015.00
		Inv. 7083 – May Adm./Bks/Post. \$325.00	
		Inv. 7107 – June Adm./Bks/Post. \$325.00	
1217	Dustbuster, Inc.	Inv. 76581 – Dust control (14,020 gallons)	\$14,852.79
1218	Gillette News-Record	Inv. 2088 – Budget hearing ad	\$115.70
1219	Postmaster	Annual box fee	\$166.00
1220	Quality Agg & Construction	Inv. 49558 – Limestone W-Base (275.98 tons) and road work/blading	\$19,113.98

Total Bills: \$35,263.47

Bank Balance End of Meeting: \$50,584.65

Receivables balances: \$6,513.20

IV. Unfinished Business / Roads

- a) Engineer to conduct traffic study on Gold Road and other subdivision roads if possible for an amount not to exceed \$5,000 – No update.
- b) Road work for 2023 – This year’s road project has been completed.

- a. Quality Agg brought in rock and worked on the roads.
- b. Dustbusters applied the dust control. The grant application was approved by the County for \$3,977.33. The Board reviewed, approved and signed the grant agreement, pay request for \$3,713.20, completion report, and affidavit for completion of the project.
- c. Ditches were cleaned and mowed.
- d. Sign run over by Means Street – The sign was put back up.

V. New Business

- a) Official depository – Ethan Strand moved to designate First National Bank as the official depository for 7/1/23 – 6/30/24. Montie Means seconded. Motion carried unanimously.
- b) Public records notice – Two board members signed the notice to submit to the County stating that the District’s records are stored at the office of Cathey Consulting with office hours most Mondays through Thursdays 9 a.m. to 5 p.m.

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

Montie Means moved to adjourn the meeting. Ethan Strand seconded. The meeting was adjourned at 5:15 p.m.

UPCOMING MEETINGS: Tuesday, October 3, 2023, 5:00 p.m. (Regular Meeting)
2023 Meetings: Tues., Oct. 3, 2023, 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

Montie Means, President / Date

Ethan Strand, Vice President / Date

Robert Holum, Secretary/Treasurer / Date

Budget - Means, Carter & North Hannum ISD - 7/1/2023 - 6/30/2024				
Budget Hearing: Wednesday, June 21, 2023, 5:00 p.m. at Office of Cathey Consulting / Means, Carter & N Hannum ISD, PO Box 4082, Gillette, WY 82717				
	Actual (F32)	Budget	Actual	Budget
	7/1/21 - 6/30/22	7/1/22 - 6/30/23	7/1/22 - 6/30/23	7/1/23 - 6/30/24
TOTAL FUNDS ON HAND START OF FY	92,842	92,237	92,243	64,224
Revenue				
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	224	300	130	300
Interest - Bank	53	90	138	90
Grants - County	3,269	3,250	3,977	4,000
Other Fees				
TOTAL REVENUE	35,946	36,040	36,645	36,790
TOTAL CASH ON HAND + REVENUE	128,788	128,277	128,888	101,014
Expenditures				
Administrative				
Contract Admin./Bks (\$325/mo.)	3,780	3,900	3,780	3,900
Contract Legal		400		400
Contract Accounting/Auditing				
Office/Adver./Postage/Collec./Other	952	800	760	800
Travel				
TOTAL ADMINISTRATIVE	4,732	5,100	4,540	5,100
Indirect				
Insurance - Liab., Bonding	126	626	626	626
Miscellaneous				
TOTAL INDIRECT COSTS	126	626	626	626
Operations				
Miscellaneous (Rollover)		92,237		64,224
Roads - Rock, Blading, Snow removal, Mowing, Spraying, other	18,750	17,314	16,717	15,064
Roads - Dust Control	14,998	13,000	15,909	16,000
TOTAL OPERATIONS COSTS	33,748	122,551	32,626	95,288
TOTAL EXPENDITURES	38,606	128,277	37,792	101,014
DEDICATED TO RESERVES				
NET REVENUE MINUS EXPENDITURES (No Misc.)	-2,660	0	-1,147	0
BALANCE BUDGETING - S/B 0		0		0
Receivables Start of FY	4,225		4,225	
Payables Balance Start of FY	31,097		31,097	
	6/30/2021	6/30/22 (EST)	6/30/2022	6/30/23 (EST)
BEGINNING OF FISCAL YEAR BALANCES				
GENERAL FUNDS	92,842	92,237	92,243	64,224
RESERVES BALANCES				
TOTAL FUNDS BEGINNING OF YEAR	92,842	92,237	92,243	64,224
Receivables Balance End of FY	5,069			
Payables Balance End of FY	34,002			
End of Year Bank Balance	92,243		64,224	
		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, 2026 / 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
- 3.01 total miles