

Melgaard Construction \$6,000

DRM \$8,810

Quality Agg – No response

Low Bid – Melgaard Construction – W Base \$6,000

- b. County grant approved 12/5/23 for \$1,500 for the rock. The Board reviewed and signed the grant agreement.
2. 10/18/23 – ON HOLD: about 70 feet of road and put a culvert at the bottom of one of the hills in the District. Scope of work to be developed (Board) and bids requested (Helenanne Cathey). County grant application to be submitted when the bids are received. County grant can provide 50% reimbursement for drainage-related items and 25% for rock and other items.
 - ii. 12/21/21: Snow fence in an area that drifts – Gavin Sneathen talked to a couple of landowners. One landowner had no issues with putting snow fence up on their property. The other landowner did not want any snow fence on their property. 1/24/24 – Gavin Sneathen reported that the other homeowner called him back and said that he didn't want any snow fence on his property. This item will be removed from the agenda.
 - iii. Two 30 mph speed limit signs, posts and brackets were picked up by Gavin Sneathen and will be installed this spring.
- b. Director Election (March 19, 2024, Sneathen – 4 year term) – Ballots will be mailed between February 23rd and March 4th. The following legal ad will run in the News-Record on March 5, 2024.

NOTICE OF DIRECTOR ELECTION
SMALL BUTTES IMPROVEMENT & SERVICE DISTRICT
CAMPBELL COUNTY, WYOMING

Public Notice is hereby given that ballots have been mailed to all qualified electors / landowners within the Small Buttes Improvement & Service District for the purpose of electing one director to the Board of Directors to serve a four-year term. Candidates include Gavin Sneathen. Replacement ballots may be obtained from Cathey Consulting, LLC at 400 South Gillette Avenue, Suite 106, Gillette, Wyoming (City Hall Mall / K2 Technologies Building - office entrance is on 4th Street across from Arrow Printing), or by calling Helenanne Cathey at 307-685-8235. An "Elector Affidavit" form will need to be completed in order to receive a replacement ballot. All mail ballots must be received by Small Buttes Improvement & Service District by mail at P.O. Box 4128, Gillette, Wyoming, 82717, by 5:00 p.m. on Tuesday, March 19, 2024, or at Cathey Consulting by 5:00 p.m. on Tuesday, March 19, 2024, to be valid. A polling place will be available at Cathey Consulting, 400 South Gillette Avenue, Suite 106, Gillette, on Tuesday, March 19, 2024, between 9:00 a.m. and 2:00 p.m.

John Melgaard, Jr., Secretary / Filing Officer
Small Buttes Improvement & Service District

John Melgaard, Jr., Justin Hillius and Helenanne Cathey will count ballots on Monday, March 25, 2024, at 5:00 p.m. at the office of Cathey Consulting.

- c. People's Improvement and Service District – John Melgaard, Jr. to attend a meeting to see about merging People's ISD with Small Buttes ISD (10/18/23) (County Road and District Support Incentive Program – RoaDS)

IV. New Business

- a. Budget for 7/1/24 – 6/30/25 / Profit & Loss & Balance Sheet reports were reviewed. The budget will be discussed at the next meeting.

Gavin Sneathen moved to adjourn. Justin Hillius seconded. The meeting was adjourned at 5:53 p.m.

NEXT REGULAR MEETING: Monday, March 25, 2024, 5:00 p.m. at the Office of Cathey Consulting, 400 South Gillette Avenue, Suite 106 (K² Technologies building – entrance is on 4th Street across from Arrow Printing).

NOTES:

- **A number of landowners in the District occasionally work on the roads – blading the roads, fixing fence, repairing roads and ditches as needed, installing posts, etc.**
- **Any homeowner who would like to receive minutes and updates by e-mail can call Helenanne Cathey at 685-8235 or e-mail her at hlcathey@collinscom.net to be added to the e-mail list. Minutes are also posted online at www.catheyconsulting.net.**
- **10/10/18 Motion: A Board member is authorized to call out a contractor to work on the roads, spending up to \$1,500 for blading/road work if needed, without having to call a special meeting.**

Respectfully submitted,
Helenanne Cathey, Assistant to the Board

Gavin Sneathen, President / Date

Justin Hillius, Vice President / Date

John Melgaard, Jr., Secretary/Treasurer / Date