

Ward Creek Improvement & Service District
Regular Meeting
MINUTES
Tuesday, April 16, 2024, 4:00 p.m.
At the Office of Cathey Consulting, 400 South Gillette Ave., Suite 106, Gillette, Wyoming
Revised 4/17/24

BOARD MEMBERS PRESENT: Jim Fifield (by phone), Evalyn Kahila, William Rea
 OTHERS PRESENT: Helenanne Cathey

William Rea called the meeting to order at 4:00 p.m.

- I. **Minutes Approval** – William Rea moved to approve the minutes from the March 19, 2024, regular meeting. Jim Fifield seconded. Motion carried unanimously.
- II. **Treasurer’s Report Acceptance** – William Rea moved to accept the Treasurer’s Report and approve the bills as presented and as listed below. Jim Fifield seconded. Motion carried unanimously.

Bank Balance End of Last Meeting:	\$22,541.90
03/31/23 Interest	\$8.86
04/08/24 Deposit – Assessments	\$1,777.67
04/12/24 Deposit – Monthly Billing	\$300.00
Balance Prior to Meeting:	\$24,628.43
BILLS PAID AT MEETING:	
<u>CHECK #</u> <u>Vendor</u> <u>Purpose</u>	<u>Amount</u>
1035 Cathey Consulting	Inv. 7540 – March, 2024 admin/bks/postage
1036 Energy Laboratories	Inv. 622621 – Annual water quality report
1037 Powder River Energy	Acct 2159626 3/1-4/1/24 Electricity \$59.78
	Acct 2159726 3/1-4/1/24 Electricity \$425.46
1038 Water Guy	Inv. 2024-282 – Mar. Water Oper./Bacteria test
TOTAL	\$1,669.04
ENDING BALANCE IN CHECKING ACCOUNT AFTER BILLS:	\$22,959.39
Accounts Receivable Balance \$12,945.00 (Assessments \$12,945.00 / Direct bill accounts \$0)	

- III. **Unfinished Business**
 - a. **District Enlargement** – The enlargement is on the County Commissioners’ agenda May 7, 2024, for a public hearing. The Order Approving the Enlargement should be approved June 18, 2024. A map will need to be sent to the State and County within 10 days of approval of the enlargement. William Rea will contact PCA Engineering to see what they would charge to do the mapping for the enlargement. Sheila Slocum with PCA Engineering did the map for an enlargement for Overbrook Improvement and Service District in the past couple of years so she may be invited to the next meeting to see if she can help the District with this process and see what it might cost. There may also be a mapping requirement for the State Engineer’s Office.
 - b. **County Grant** – A County grant was approved for \$4,500 for reimbursement for costs for transferring everything from the landowners association. The grant will be left open for now because the final paperwork for filing documents at the County and with the State Engineers Office have not been received.
 - c. **Budget for 7/1/24 – 6/30/25** – There was discussion on the budget and on setting up a Reserves account for major expenses, repairs or replacement.
- II. **New Business**
 - a. The County sent a letter regarding proposed changes to subdivision rules. The County will be having public meetings regarding changes. They are encouraging County residents to attend the meetings.

- b. There was discussion on having a community garage sale in May. Anyone interested in being part of a community garage sale is invited/encouraged to participate. Dates are Saturday, May 18th and Sunday, May 19th – from 8 a.m. to 4 p.m. Someone will be advertising. Anyone wanting to participate, please set up a sign at your property and join with everyone else. If you have something in particular you want to sell, send an e-mail to the wardcreeklowners@gmail.com. If anyone wants to sell baked goods or have a kids' lemonade stand, please feel free!

William Rea moved to adjourn. Evalyn Kahila seconded. The meeting was adjourned at 4:22 p.m.

Next Regular Meeting: TUESDAY, MAY 21, 2024, 4:00 p.m. at the office of Cathey Consulting.

2024 Meetings:

Tues., May 21, 2024, 4:00 p.m./Tues., June 18, 2024, 4:00 p.m.

Tues., July 16, 2024, 4:00 p.m./Tues., Aug. 20, 2024, 4:00 p.m./Tues., Sep. 17, 2024, 4:00 p.m.

Tues., Oct. 15, 2024, 4:00 p.m./Tues., Nov. 19, 2024, 4:00 p.m./Tues., Dec. 17, 2024, 4:00 p.m.

MEETINGS: BOARD MEETINGS WILL BE 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 4TH STREET ACROSS FROM ARROW PRINTING.)

Respectfully submitted,
Helenanne Cathey, Assistant to the Board

Jim Fifield, President / Date

William Rea, Vice President / Date

Evalyn Kahila, Secretary/Treasurer / Date