

Ward Creek Improvement & Service District
Regular Meeting
MINUTES

Tuesday, October 15, 2024, 4:00 p.m.

At the Office of Cathey Consulting, 400 South Gillette Ave., Suite 106, Gillette, Wyoming

BOARD MEMBERS PRESENT: Jim Fifield, Evalyn Kahila
BOARD MEMBERS NOT PRESENT: Ely Prince (appointed at this meeting)
OTHERS PRESENT: Helenanne Cathey

Jim Fifield called the meeting to order at 4:00 p.m.

- I. Minutes Approval** – Jim Fifield moved to approve the minutes from the September 17, 2024, regular meeting. Evalyn Kahila seconded. Motion carried unanimously.
- II. Treasurer’s Report Acceptance** – Evalyn Kahila moved to accept the Treasurer’s Report and pay the bills as presented and as listed below. Jim Fifield seconded. Motion carried unanimously.

Bank Balance End of Last Meeting:			\$23,483.49
09/30/24	Interest		\$9.65
10/09/24	Deposit – Monthly Billing		\$500.00
10/10/14	Deposit – Assessments		\$600.00
Bank Balance Prior to bills:			\$24,593.14
Bills Paid:			
<u>CHECK #</u>	<u>Vendor</u>	<u>Purpose</u>	<u>Amount</u>
1064	Cathey Consulting	Inv. 7785 – Sept., 2024 admin/bks/postage	\$500.00
	Powder River Energy	Acct 2159626 9/1-10/1/24 \$167.19	
		Credit for Acct 2159626 applied to account -\$482.68	
		Credit balance remaining Acct 2159626 -\$315.49	
		Acct 2159726 9/1-10/1/24 \$372.08	
		Credit for Acct 2159726 applied to account -\$866.82	
		Credit balance remaining Acct 2159726-\$494.74	
1065	Water Guy	Inv. 2024-1064 – Sept. Water Oper./Bacteria	\$566.80
TOTAL			\$1,066.80
Bank Balance End of Meeting:			\$23,526.34
Accounts Receivable Balance:			

- III. Unfinished Business**
- Service line inventory / Lead – Water Guy is working on this project.
 - Vacancy on Board of Directors – Several people have expressed an interest in being on the Board to replace William Rea. Jim Fifield moved to appoint Ely Prince to the vacant director position to serve until the next election as Vice President. Evalyn Kahila seconded. Motion carried unanimously. A letter will be prepared for the next meeting to add Ely Prince to the Bank account and remove William Rea.
 - Director election (March 18, 2025 – Fifield – 4-year term / Rea/Prince – the remaining 2 years of a 4-year term) First legal ad is scheduled to run in the Gillette News-Record on November 26, 2024. Applications to be on the ballot are due between December 18th and January 7th.
- IV. New Business**
- There was discussion on the roads and a culvert that is getting run over and filled with dirt – it may lead to water backing up and could flood the property there. Evalyn Kahila will e-mail the homeowner. No road work was suggested at this time.

- b. There was discussion on water quality. A couple of people have complained about the chlorine smell and thought it was too strong. If people have these types of issues, they should contact Water Guy immediately at 307-299-3544.
- c. There was discussion on the fire hydrant and a concern that insurance companies may start dropping homeowners that don't have fire protection or good access to water in the event of a fire.
- d. Street signs inventory – Evalyn Kahila reported that 3 Doll House Street and 1 Melvin Street signs are needed. Helenanne Cathey will e-mail the County to request the signs.

Jim Fifield adjourned the meeting at 4:23 p.m.

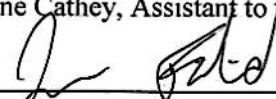
Next Regular Meeting: TUESDAY, NOVEMBER 19, 2024, 4:00 p.m. at the office of Cathey Consulting.

2024 Meetings:

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

MEETINGS: DISTRICT MEETINGS ARE 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



Signature

Jim Fifield

Printed Name

11-19-24

Date



Signature

Evalyn Kahila

Printed Name

11/19/2024

Date

Jim Fifield, President / Ely Prince, Vice President / Evalyn Kahila, Secretary/Treasurer