

Freedom Hills Improvement & Service District
Regular Meeting Minutes
Monday, January 20, 2025, 7:00 p.m.
Freedom Hills Community Building, 12 Chickadee, Gillette
E-mail: freedomhillswy@gmail.com
www.catheyconsulting.net - Click on Freedom Hills

BOARD MEMBERS PRESENT: Wally Wilson, Michael Zmudzinski
BOARD MEMBERS NOT PRESENT: Marvin Nail
OTHERS PRESENT: Helenanne Cathey, Gail Wilson, Ed McNair, Doug Powers, Arlene Simons,
Mitch Kinsinger, Austin Branscom,
Robert Swanson (PCA Engineering)

Mike Zmudzinski called the meeting to order at 7:00 p.m.

- I. **Water System – Tank Replacement / Customer Issues –**
 - a. Delinquent Accounts / Shut Offs / Customer Billing Concerns – Water Guy reports were reviewed.
 - b. Water System / Meter Reading / Billing and Usage Reports Review – The water system information was reviewed.
 - c. Regional Water Connection – Mike Zmudzinski reported that they got to the bottom of Mallard and were ready to start on Meadowlark.
 - d. Water Guy update on the service line / lead inventory – Water Guy sent a letter regarding compliance actions with the program. If homeowners have not sent in a picture of their water line where it connects to their homes, please send pictures to Water Guy as soon as possible. Customers will be offered a Brita pitcher if they have lead or unknown lines and Water Guy has to work on a part of the system that affects their water service.
- II. **Minutes** – Mike Zmudzinski moved to approve the minutes for the December 16, 2024, regular meeting, January 14, 2025, special meeting and January 14, 2025, emergency meeting. Wally Wilson seconded. Motion carried unanimously. Minutes are posted online at www.catheyconsulting.net.
- III. **Treasurer’s Report** – The Treasurer’s Report and financial information were reviewed. Mike Zmudzinski moved to accept the treasurer’s report, pay the bills as presented and listed below and transfer \$10,000 from the money market to checking account. Wally Wilson seconded. Motion carried unanimously.

Reserves Account Balance From Last Meeting Minutes	\$246,149.91
12/31/24 Interest	\$209.06
First Northern Bank Reserves Account Ending Balance:	\$246,358.97

Money Market Account Balance From Last Meeting Minutes	\$72,705.79
12/1-12/16/24 Water Deposits	\$1,115.00
12/10/24 Deposit – Assessments	\$54,574.72
Adjusted Balance Forward:	\$128,395.51
12/17-12/31/24 Water Deposits	\$935.00
12/17/24 Deposit – PR En. Cap. Credits	\$1,238.76
12/31/24 Interest	\$101.78
01/05/25 Xpress Bill Pay Deposit	\$4,825.25
01/10/25 Deposit – Assessments	\$10,693.74
First Northern Bank Money Market Account Start of Meeting:	\$146,190.04*
01/20/25 Ck# 140 – Transfer to Checking	\$10,000.00
First Northern Bank Money Market Account Ending Balance:	\$136,190.04*

**Does not reflect weekly water payments/deposits from the first of the month through the meeting date.*

Checking Account Balance From Last Meeting Minutes	\$10,912.44
Bills Paid At This Meeting:	

Ck#	Vendor	Purpose	Amount
AUTO	Powder River Energy	12/1/24-1/1/25 Acct 1590226 Well #1	\$813.14
AUTO		Acct 1590427 – Well #2	\$191.25
AUTO		Acct 2459426 – Entrance	\$49.50
AUTO	Powder River Energy	12/1/24-1/1/25 Acct 12277400 – Mailboxes/Community Bldg.	\$186.97
1359	Cathey Consulting, LLC	Inv. 7906 – Dec., 2024 Adm./Books/Compl.	\$1,050.00
1360	First Northern Bank of Wyoming	Loan payment	\$1,545.33

1361	Hawkins, Inc.	Inv. 6938447 – Chlorine \$30.00	\$489.50
		Inv. 6943273 – Chlorine \$459.50	
1362	Kieffer Sanitation	Inv. 4692784T020 – Garbage Rem. 12/1-12/31/24	\$3,069.90
1363	Water Guy, LLC	Inv. 2024-1464 – Dec. Oper./Meters./Billing/ \$2,292.75	\$2,367.75
		Inv. 2024-1424 – Bounced check thru Xpress bill pay 12/12/24 – 16 Freedom \$18.75	
		Inv. 2024-1417 – Bounced checks thru Xpress bill pay 12/6/24 - 1 C Ct / 12/16/24 – 6 E Ct \$37.50	
		Inv. 2024-1510 – Bounced check thru Xpress bill pay 12/19/24 – 20 Mallard \$18.75	
TOTAL BILLS PAID:			\$9,763.34
Transfer from Money Market Account:		\$10,000.00	
Checking Account Balance End of Meeting:			\$11,149.10
Receivables Balance end of prior month: \$108,145.73 (assessments and water billing)			

Bills Not Paid:

Wyoming Association of Rural Water Systems Invoice 19797 – 2025 Voting Membership \$495.00 – The District is not currently a member, and Board members are not interested in joining at this time.

IV. Unfinished Business

a. Road Work –

- i. The PCA Engineering proposal to assist with Mallard and Meadowlark Road projects is estimated at \$14,000 or \$16,000, depending on the work. Robert Swanson from PCA Engineering was at the meeting to explain the proposal and answer questions that people have for the work they would do on the Mallard and Meadowlark project. The project would be drainage and reconstruction of the road bed – likely a complete reconstruction of the road bed. There was discussion. They are willing to oversee the construction, but they will charge for that, and there is no way to estimate that cost. They can do daily inspections or other – that will be up to the District to decide how much they want the engineer to oversee construction. Robert Swanson said that they are happy to talk to people in the beginning if people have ideas and suggestions.

The drainage on Mallard affects Meadowlark. Even though many people have expressed opposition to spending money on Mallard, it keeps coming up as an issue that must be resolved before putting rock on other roads around it. The drainage has to be addressed. One suggestion was to just dig a ditch.

Robert Swanson recommends doing the design on both Mallard and Meadowlark up front. You could do the construction over several years if you wanted, but it makes the most sense to get the design done for both at the same time. The \$14,000 estimate is to design both Mallard and Meadowlark at the same time. The higher cost will be for the two roads separately. The overall agreement is that we have to fix the drainage in order to fix the roads.

Mike Zmudzinski moved to accept the proposal for \$14,000 for the Mallard and Meadowlark project. Wally Wilson seconded. Motion carried unanimously. The proposal was signed and will be e-mailed to PCA Engineering. There was discussion on the County grant program. PCA Engineering will oversee the bidding, and bids can be submitted with a County grant application for help with the construction cost – 50% for drainage and 25% for other work. A County grant could also be used for the PCA Engineering proposal, but the engineer would not be able to start on the project until the grant has been approved.

- ii. Engineering proposals for assessing the drainage system on all roads and putting together a map and making recommendations for drainage repairs or improvements, estimating a budget, construction, engineering costs, etc. ON HOLD

iii. Road Work for the Fiscal Year (7/1/24 – 6/30/25) (Annual Budget-Roads):

\$60,000 + \$53,210.12 (rolled over from 7/1/23-6/30/24 FY) = \$113,210.12	
Perino Blade Services – Inv. 340 – Blade Roads	\$7,307.00
Schrank Grading Services – Inv. 135 – Blade Roads	\$10,025.00
& Bluebird/Partridge intersection	
TOTAL:	\$17,332.00

Amount Remaining:

\$95,878.12

- iv. Street signs put up – A number of signs are in the Community building ready for installation.
- v. Quotes for material to keep the dust down – Doug Powers reported that he talked to Simon, and Simon will sell their roto mill to the District for \$24 per ton. They have about 750 tons in stock and recommend starting with 650 tons. The District has to set up an account with them. Part of the cost has to be paid up front.
- vi. Snow removal – Board members reported that they have found two people that are interested in providing snow removal services. Phil Pruss lives in Freedom Hills. Mike Manley does snow removal for Nicholson Little Farm. Mike Zmudzinski will follow up with these individuals. There was discussion on the people who did snow removal recently. A suggestion was made to pay \$100 to people who helped work on the roads as reimbursement for fuel. There was discussion.
- b. Volunteers to help shovel snow and/or mow grass around the post office area and water tank area – Thank you to those who help maintain this area.
- c. Bids for garbage service – No proposals were received. Mike Zmudzinski will contact Kieffer Sanitation.

V. New Business

- a. Open to the Public –
 - i. Roto mill from Simons – Doug Powers reported that Simon will sell 650 tons to start. They would keep the roto mill there until the District is ready for it, but the District needs to have a deadline to get it out of their facility. \$24 per ton is the cost for the product, and the District would have to arrange for trucking at an additional cost. There was discussion on mixing the roto mill with crushed concrete. The suggested quantity will cover about ¾ of a mile.
 - ii. There's a light out in the mailbox area.
 - iii. Several people thought that the District should compensate people that worked on the roads. W-9s would be needed to pay people.
 - iv. Signs – A suggestion was made to get rid of stop signs and have all yield signs. There was discussion on street signs. Mike Zmudzinski will contact the County regarding signs.

VI. Next meeting dates and location – MONDAY, FEBRUARY 17, 2025, 7:00 p.m. (REGULAR MEETING) at the Freedom Hills Community Building at 12 Chickadee.

Upcoming Meetings – 3rd Monday each month

2025 Meetings:

Mon., Feb. 17, 2025, 7:00 p.m. / Mon. Mar. 17, 2025, 7:00 p.m.

Mon., Apr. 21, 2025, 7:00 p.m. / Mon., May 19, 2025, 7:00 p.m. / Mon., June 16, 2025, 7:00 p.m.

Mon., July 21, 2025, 7:00 p.m. / Mon., Aug. 18, 2025, 7:00 p.m. / Mon., Sep. 15, 2025, 7:00 p.m.

Mon., Oct. 20, 2025, 7:00 p.m. / Mon., Nov. 17, 2025, 7:00 p.m. / Mon., Dec. 15, 2025, 7:00 p.m.

Meetings are held at the Freedom Hills Community Building at 12 Chickadee unless otherwise indicated.

VII. Adjournment – Mike Zmudzinski adjourned the meeting at 8:28 p.m.

NOTES:

NO ROAD WORK IS TO BE DONE BY ANYONE IN THE COMMUNITY. ALL ROAD WORK IS TO BE HIRED OUT TO CONTRACTORS WHO ARE INSURED AS APPROVED BY THE BOARD OF DIRECTORS.

DO NOT PUSH SNOW FROM YOUR DRIVEWAY INTO THE MAIN ROADWAY.

BE SURE YOUR TRASH CAN IS OUT ON THE ROAD FOR PICKUP AND IS NOT TIED TO FENCES OR TIED SHUT.

THE COMMUNITY BOARD IS FOR COMMUNITY BUSINESS ONLY – NO POLITICAL ADVERTISEMENTS, RELIGIOUS ANNOUNCEMENTS, ETC.

WATER PAYMENTS ARE DUE **RECEIVED** BY 5:00 P.M. ON THE 20TH OF EACH MONTH. \$25 LATE FEES ARE APPLIED TO ANY ACCOUNT WHEN THE PAYMENT HAS NOT BEEN RECEIVED IN FULL BY THE 20TH.

7/17/23: "AFTER MUCH DISCUSSION, IT WAS GENERALLY AGREED THAT A STATEMENT WILL BE ADDED TO MEETING MINUTES AND AGENDAS AS SUGGESTED BY A HOMEOWNER THAT THERE IS A GENERAL UNDERSTANDING EXPRESSED AT TODAY'S MEETING THAT NO SCORIA WILL BE BROUGHT IN FOR THE MAIN ROADS OR MOVED TO THE MAIN ROADS

UNLESS THERE IS AN EMERGENCY. (RESIDENT STATEMENT – DON'T BRING SCORIA IN JUST FOR MAINTENANCE.)”

Respectfully submitted,
Helenanne Cathey, Assistant to the Board

Mike A. Zmudzinski
Signature

Mike A. Zmudzinski
Printed Name

2-17-25
Date

Marvin Nail
Signature

Marvin Nail
Printed Name

2-17-25
Date

Mike Zmudzinski, President / 299-9091 / Marvin Nail, Vice President / Michael (Wally) Wilson, Secretary/Treasurer