

Grace Land Improvement & Service District
Regular Meeting Minutes
Monday, January 6, 2025, 6:30 p.m.
Office of Cathey Consulting - 400 South Gillette Avenue, Suite 106, Gillette

Board Members Present: Sean McGinley, Shannon Robinson, Lisa Wagner
 Others Present: Helenanne Cathey, Reggie Schrank

Sean McGinley called the meeting to order at 6:30 p.m.

- I. **Minutes** – Sean McGinley moved to approve the minutes for the December 2, 2024, regular meeting as presented. Shannon Robinson seconded. Motion carried unanimously.
- II. **Treasurer’s Report / Financial Review** – The bills and financial information were reviewed. Sean McGinley moved to accept the Treasurer’s Report and pay the bills as presented. Shannon Robinson seconded. Motion carried unanimously. The consensus was to not pay the invoice received from Wyoming Association of Rural Water Systems (Invoice 19804 – 2025 Voting Membership \$495.00). There was discussion on the Water Guy invoice for repairs.

WATER ACCOUNT SUMMARY:

Water Account Balance End of Last Meeting:		\$83,212.10
11/1-11/30/24	Deposits – Water	\$980.00
11/30/24	Interest	\$31.90
Adjusted Balance Forward:		\$84,224.00
12/05/24	Xpress bill pay	\$3,184.93
12/13/24	Deposit – Collins	\$50.00
12/17/24	Deposit – Capital Credits (PR En.)	\$37.06
12/1-12/31/24	Deposits – Water	\$1,628.56
12/30/24	AUTO PAY Powder River Energy – Electricity 11/1-12/1/24	\$832.12
12/31/24	Interest	No statement yet.
Balance Prior to Meeting:		\$88,292.43

Bills Paid and transfers (Current Meeting):

<u>Ck#</u>	<u>Pavee</u>	<u>Description</u>	<u>Check Amount</u>
AUTO	Powder River Energy	Electricity 12/1/24-1/1/25	No bill yet.
10507	Cathey Consulting	Inv. 7907 – Dec. adm./bks \$630.00	\$430.00
10508	Hawkins, Inc.	Inv. 6938581 – Chlorine	\$20.00
10509	Water Guy	Inv. 2024-1465– Dec. Oper./meters/bills \$1,252.30	\$2,053.95
		Inv. 2024-1517 – Leak on drain pipe coming out building / replaced air relief valve and extended drain pipe \$801.65	
Total:			\$2,503.95

Water Account Balance End of Meeting: **\$85,788.48***

**Bank balance does not include water deposits from the first of this month to the meeting date.
 Water deposits are entered in QuickBooks and verified with bank statements monthly.*

WATER SYSTEM RESERVES ACCOUNT:

Water System Reserves Account Balance End of Last Meeting:		\$104,956.78
11/30/24	Interest	\$89.52
12/31/24	Interest	No statement yet.
01/06/25	Deposit – 11/30/24 Assessm.	\$3,960.00
Water System Reserves Account Balance End of Meeting:		\$109,006.30

ROAD ACCOUNT SUMMARY:

Road Account Balance End Last Meeting:		\$36,498.23
11/30/24	Interest	\$13.45
12/10/24	Deposit – 11/30/24 assessments	\$26,460.00
12/31/24	Interest	No statement yet.
Balance:		\$62,971.68

Bills Paid (current meeting):

<u>Ck#</u>	<u>Pavee</u>	<u>Description</u>	<u>Check Amount</u>
1409	Cathey Consulting	Inv. 7907 – Dec. adm./bks \$630.00	\$200.00
1410	Grace Land ISD	11/30/24 Assessments for Water Reserves	\$3,960.00
Total bills / transfer:			\$4,160.00

- III. **Water System –**
 a. Water system and billing information were reviewed.
- IV. **Roads –**
 a. Road maintenance / 2025 Road Project (J-base limestone on Khadafy Skoal) – A bid was reviewed from Reggie Schrank for the Khadafy Skoal project and for maintenance blading. Shannon Robinson has requested bids from several other contractors. A County Grant application will be submitted as soon as at least one additional bid is received. The consensus is to also include maintenance blading in the grant application. There was discussion on watering the roads at night.
- V. **Unfinished Business**
 a. Regional Water Connection / Insurance on property (water system) – No update.
- VI. **New Business**
 a. None

If anyone is unable to attend the meeting but would like to call in for the meeting, contact Lisa Wagner. She will add people to the meeting by phone if possible.

Sean McGinley adjourned the meeting at 7:06 p.m.

NOTES:

- **A reminder that the speed limit is 30 mph.**
- Those caught driving unlicensed vehicles on the road and tearing up the roads will be reported to the Sheriff's office and will be held responsible for any necessary repairs.
- Thank you to those who have slowed down on the roads! Please continue to slow down! Speeding on the roads will tear them up and endangers people, especially children in the area! It also causes more dust! Call the Sheriff's office at 682-7271 to report people speeding! **Anyone caught tearing up the roads will be held responsible for repairing and blading the roads. The Sheriff's office will be contacted, and this will be enforced.**
- **IF THE ROADS ARE SHUT DOWN FROM THE SNOW, PLEASE STAY OFF OF THE ROADS.** When people get stuck on the roads, then the plow cannot get through and it creates a more dangerous situation. Just stay home and stay off of the roads!
- People are reminded that dogs need to be kept on their own property. Remember you are liable if your dog bites someone or causes property damage or injury to animals.
- Please pick up your trash and report anyone you see throwing trash out. Littering is a crime.
- No one is authorized to blade the roads except the County without board approval. Anyone that does any work on the roads without board authorization will be prosecuted for destruction of property.
- 5/5/14 – Board authorized the signing of checks for regular bills between meetings if a monthly meeting is cancelled.
- Any residents who have issues that they want reviewed at the next meeting should send a written letter to the District's mailing address so the issues can be added to the meeting agenda
 Grace Land Improvement & Service District, P.O. Box 2384, Gillette, WY 82717
- No one should get in meter pits. There are wires on the radio read equipment that are easy to rip apart. There is also a pillow in it that prevents things from freezing. Any damages to the meter pit or equipment in the pit will be billed to homeowners.
- **When anyone sees the red light flashing on the tank, contact a Board member (phone numbers at the bottom of the minutes) or Water Guy (307-299-3544).**

NEXT REGULAR MEETING: MONDAY, FEBRUARY 3, 2025, 6:30 P.M. AT THE OFFICE OF CATHEY CONSULTING (400 S GILLETTE AVE, SUITE 106, GILLETTE – ENTRANCE ON 4TH STREET ACROSS FROM ARROW PRINTING).

2025 Meetings: Monday, Feb. 3, 2025, 6:30 p.m. Monday, Mar. 3, 2025, 6:30 p.m.
 Monday, Apr. 7, 2025, 6:30 p.m. Monday, May 5, 2025, 6:30 p.m. Monday, June 2, 2025, 6:30 p.m.
 Monday, July 7, 2025, 6:30 p.m. Monday, Aug. 4, 2025, 6:30 p.m. Tuesday, Sep. 2, 2025, 6:30 p.m.*
 Monday, Oct. 6, 2025, 6:30 p.m. Monday, Nov. 3, 2025, 6:30 p.m. Monday, Dec. 1, 2025, 6:30 p.m.
 *September meeting rescheduled due to Labor Day.

The District holds regular, monthly meetings, generally on the first Monday of each month at 6:30 p.m. at the office of Cathey Consulting. If the date falls on a holiday, the meeting will be rescheduled.

Respectfully submitted,
Helenanne Cathey, Assistant to the Board

S. Robinson

Signature

Shannon Robinson

Printed Name

2/3/25

Date

Lisa Wagner

Signature

Lisa Wagner

Printed Name

2-3-25

Date

Sean McGinley, Pres. (307-257-4531) / Shannon Robinson, Vice Pres. (661-345-3268) / Lisa Wagner, Secr./Treas. (970-590-5177)