

**Freedom Hills Improvement & Service District**  
**Regular Meeting Minutes**  
**Monday, February 17, 2025, 7:00 p.m.**  
**Freedom Hills Community Building, 12 Chickadee, Gillette**  
E-mail: [freedomhillswy@gmail.com](mailto:freedomhillswy@gmail.com)  
[www.catheyconsulting.net](http://www.catheyconsulting.net) - Click on Freedom Hills

BOARD MEMBERS PRESENT: Wally Wilson, Marvin Nail, Michael Zmudzinski  
OTHERS PRESENT: Helenanne Cathey, Gail Wilson, Ed McNair, Arlene Simons,  
Brad & Cheryl Morrison, Andy Engesser, Aaron Lounsberry

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.
  - i. Cheryl and Brad Morrison are requesting another water tap if they split their 15 acres (48 Moran Ranch Rd) into two lots so that their son can build there. The subdivision covenants state “No further subdividing except on those lots with existing multiple utilities, with the approval of the Freedom Hills Improvement and Service District Board. No more tapping into water system, inside and outside of Freedom Hills Improvement and Service District.” The District’s guidelines / policy states “No water taps will be added at this time. Future extensions will be investigated with the help of technical experts and the water operator before consideration.” Ed McNair (former Board member for the District) reported that his understanding was that the maximum number of taps is 160 and since one lot gave up a tap so there are currently 159 taps on the water system. The consensus of the Board is to review the District’s covenants and guidelines to consult with Water Guy regarding the possibility of an additional tap (Can the system add another tap? Will the current line accommodate another tap on it? Etc.)
- b. Water System / Meter Reading / Billing and Usage Reports Review – The water system information was reviewed.
- c. Regional Water Connection – Mike Zmudzinski reported that DRM stopped working when it got really cold. They will be leaving the area in the same condition or better when they are done. They will be back in the spring to complete the project and clean up.

**II. Minutes –** Mike Zmudzinski moved to approve the minutes for the January 20, 2025. Marvin Nail seconded. Motion carried unanimously. Minutes are posted online at [www.catheyconsulting.net](http://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 (including the invoice to PCA Engineering which was received after the agenda was printed) and transfer \$14,000 from the money market to checking account. Marvin Nail seconded. Motion carried unanimously.

<b>Reserves Account Balance From Last Meeting Minutes</b>	<b>\$246,358.97</b>
01/31/25 Interest	\$209.24
<b>First Northern Bank Reserves Account Ending Balance:</b>	<b>\$246,568.21</b>

<b>Money Market Account Balance From Last Meeting Minutes</b>	<b>\$136,190.04</b>
1/1-1/20/25 Water Deposits	\$2,155.00
Adjusted Balance Forward:	\$138,345.04
1/21-1/31/25 Water Deposits	\$628.00
01/31/25 Interest	\$118.45
02/05/25 Xpress Bill Pay Deposit	\$5,723.31
02/10/25 Deposit – Assessments	\$627.26
<b>First Northern Bank Money Market Account Start of Meeting:</b>	<b>\$145,442.06*</b>
02/17/25 Ck# 141 – Transfer to Checking	\$14,000.00
<b>First Northern Bank Money Market Account Ending Balance:</b>	<b>\$131,442.06*</b>

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

<b>Checking Account Balance From Last Meeting Minutes</b>	<b>\$11,149.10</b>	
<b>Bills Paid At This Meeting:</b>		
Ck# Vendor	Purpose	Amount
AUTO Powder River Energy 1/1-2/1/25	Acct 1590226 Well #1 \$884.74	\$1,147.81
AUTO	Acct 1590427 – Well #2 \$213.49	

AUTO		Acct 2459426 – Entrance	\$49.58	
AUTO	Powder River Energy 1/1-2/1/25	Acct 12277400 – Mailboxes/Community Bldg.		\$348.05
1364	Cathey Consulting, LLC	Inv. 7951 – Jan., 2025 Adm./Books/Compl.		\$1,050.00
1365	First Northern Bank of Wyoming	Loan payment		\$1,545.33
1366	Hawkins, Inc.	Inv. 6961010 – Chlorine		\$20.00
1367	Kieffer Sanitation	Inv. 4717554T020 – Garbage Rem. 1/1-1/31/25		\$3,069.90
1368	Liberty Mutual Insurance	Insurance – 11/15/24 – 11/15/25		\$25.00
1369	Water Guy, LLC	Inv. 2025-44 – Jan. Oper./Meters./Billing/		\$4,871.69
		\$2,292.75		
		Inv. 2025-45 – Bounced checks thru Xpress bill pay		\$75.00
		Inv. 2025-114 – Locates 11/8-12/30/24	\$1,678.94	
		Inv. 2025-115 – Locates 10/31-12/30/24	\$750.00	
		Inv. 2025-127 – Bounced check thru Xpress bill pay		\$18.75
		Inv. 2025-96 – Bounced checks thru Xpress bill pay		\$56.25
1370	PCA Engineering, Inc.	Inv. 24123 – Engineering – Mallard Rd. drainage		\$1,914.21
		& repair 1/5-2/1/25		
<b>TOTAL BILLS PAID:</b>				<b>\$13,991.99</b>
Transfer from Money Market Account:		\$14,000.00		
<b>Checking Account Balance End of Meeting:</b>				<b>\$11,157.11</b>
<b>Receivables Balance end of prior month: \$107,031.64 (assessments and water billing)</b>				

**IV. Unfinished Business**

**a. Road Work –**

- i. PCA Engineering proposal to assist with Mallard and Meadowlark Road projects accepted at 1/20/25 meeting (\$14,000). Mike Zmudzinski reported that he talked to Robert Swanson, and PCA Engineering is working on the project, but they don't have anything to report to the District yet. They were reminded that the District would like to submit a County grant application by April 1<sup>st</sup> so the information is needed as soon as possible.
- 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  
PCA Engineering Inv. 24123 1/5/25-2/1/25 Eng./Mallard \$1,914.21  
**TOTAL: \$19,246.21**  
Amount Remaining: \$93,963.91
- 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 at the last meeting that Simon still has the material and if the District wants it, they need to let Simon know as soon as possible and either pay for part or all of the material. The cost is \$24 per ton X 650 tons for a total of \$15,600. A question was asked how long will Simon hold it? Will they hold it until late April or May? Mike Zmudzinski asked everyone to think about the drainage project that is in the works (with PCA Engineering developing a plan) because the roto mill will decrease the amount that will be available for the drainage project, and the \$15,600 is only the roto mill – it doesn't include trucking or spreading the material. Board members will get quotes for trucking and blading and spreading the material and will find out how long Simon will hold the material. The material could be stockpiled, but then the District would be paying twice for trucking.
- vi. Snow removal – Mike Zmudzinski and Wally Wilson have talked to two contractors and have requested their paperwork (proof of insurance, etc.). The paperwork has not been received from either contractor.

- 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 – Kieffer provided a bid which is the same as is the current rate. Mike Zmudzinski moved to accept the bid from Kieffer at the current rate. Wally Wilson seconded. Motion carried unanimously.

- d. There was discussion on stop signs versus yield signs. There are only a couple of stop signs. A yield sign will be put at the bottom of Canary. The current stop signs will be left where they are.
- e. Ed McNair fixed the light in the mailboxes area and submitted a receipt for the materials to be reimbursed at the next meeting.

V. **New Business**

- a. Open to the Public – There were no additional public comments.

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

**Upcoming Meetings – 3<sup>rd</sup> Monday each month**

2025 Meetings:

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 moved to adjourn. Marvin Nail seconded. The meeting was adjourned at 7:59 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 20<sup>TH</sup> OF EACH MONTH. \$25 LATE FEES ARE APPLIED TO ANY ACCOUNT WHEN THE PAYMENT HAS NOT BEEN RECEIVED IN FULL BY THE 20<sup>TH</sup>.

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

Marvin Nail  
Signature

Mike A. Zmudzinski  
Printed Name

Marvin Nail  
Printed Name

3-17-25  
Date

3-17-25  
Date

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