

Grace Land Improvement & Service District
Regular Meeting Minutes
Monday, February 3, 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 January 6, 2025, regular meeting as presented. Lisa Wagner seconded. Motion carried unanimously.
- II. **Treasurer’s Report / Financial Review** – The bills and financial information were reviewed. Lisa Wagner moved to accept the Treasurer’s Report and pay the bills as presented. Shannon Robinson seconded. Motion carried unanimously.

WATER ACCOUNT SUMMARY:

Water Account Balance End of Last Meeting:		\$85,788.48
12/31/24	Interest	\$33.62
01/05/25	Deposit – Xpress bill pay	\$2,811.17
01/09/25	Deposit – Collins	\$50.00
1/1-1/31/25	Deposits - Water billing, deposits and receivables reports not available at this time for January.	
01/28/25	AUTO PAY Powder River Energy – Electricity 12/1/24-1/1/25	\$896.54
01/31/25	Interest	No statement yet.
02/05/24	Xpress bill pay	No report yet.
Balance Prior to Meeting:		\$87,786.73

Bills Paid and transfers (Current Meeting):

Ck#	Payee	Description	Check Amount
AUTO	Powder River Energy	Electricity 1/1-2/1/25	No bill yet.
10510	Cathey Consulting	Inv. 7952 – Jan. adm./bks \$630.00	\$430.00
10511	Hawkins, Inc.	Inv. 6961153 – Chlorine	\$20.00
10512	Water Guy	Inv. 2025-46– Jan. Oper./meters/bills	\$1,252.30
Total:			\$1,702.30

Water Account Balance End of Meeting: **\$86,084.43***

**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:		\$109,006.30
12/31/24	Interest	\$93.38
02/03/25	Deposit – 12/31/24 Assessment	\$180.00
Water System Reserves Account Balance End of Meeting:		\$109,279.68

ROAD ACCOUNT SUMMARY:

Road Account Balance End Last Meeting:		\$58,811.68
12/31/24	Interest	\$21.12
01/10/25	Deposit – 12/31/24 assessments	\$1,080.00
01/31/25	Interest	No statement yet.
Balance:		\$59,912.80

Bills Paid (current meeting):

Ck#	Payee	Description	Check Amount
1411	Cathey Consulting	Inv. 7952 – Jan. adm./bks \$630.00	\$200.00
1412	Grace Land ISD	12/31/24 Assessments for Water Reserves	\$180.00
Total bills / transfer:			\$380.00
Road Account Balance End of Meeting:		\$59,532.80	

- 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) – Bids were reviewed for the Khadafy Skoal project and for maintenance blading. A County Grant application was submitted for \$15,553.50 (*Schrank - \$52,348 + \$9,786 = \$62,134 estimated project.)

	Bid	Equalize Quantity	Maintenance
*Schrank Grading Service	\$52,348.00	\$52,348	\$9,786 (estimate for 3 X per year)
Bell Road Ranch	\$61,300.00	\$59,270	40 hours \$8,000.00 (blade only)
Hot Iron, Inc.	\$73,015.66	\$55,998.72	Minimum of \$10,000.00

Lisa Wagner moved to hire Schrank Grading for the project to start after the grant has been approved by the County and after the frost is out of the ground and the contractor feels it's appropriate to go forward. Reggie Schrank will contact the Board before starting the project. Shannon Robinson seconded. Motion carried unanimously. There was discussion on the roads and snow removal. The Board is pleased with the snow removal that has been done so far this year.

There was discussion on a culvert on Coal Dust and Khadafy that appears to be clogged. The water is backing up into a homeowner's garage in the area. There is a phone line in the ditch which prevents digging the berm down. Reggie Schrank will gather information for the Board to try to figure out what phone company has the phone line and what they can do to assist fixing the drainage in this area. The berm needs to be cut down, but it can't be cut down if there is a phone line in there. The culvert may need to be replaced if it's full of concrete.

V. Unfinished Business

- a. Regional Water Connection / Insurance on property (water system) – Lisa Wagner has been talking to someone at the City of Gillette, and they are scheduled to meet in March to discuss regional water. The District currently has no backup for water, and the Board is looking into the regional connection because of the importance of having a backup.

VI. New Business

- a. The Board discussed water rates and the possibility of adding a second tier on the water rates to bring in additional funds to the District and to encourage conservation of water. There was also discussion on lowering the base gallons. Suggestion: lower the base gallons to 12,000 gallons instead of 15,000 gallons and keep the overage rate at \$7.00 per 1,000 gallons up to 20,000 gallons and then add another tier of \$10.00 per 1,000 gallons over 20,000 gallons per month. There was also discussion on increasing the assessment for roads in order to maintain the roads the way they need to be maintained. There will be additional discussion on the budget over the next few months.

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 7:05 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

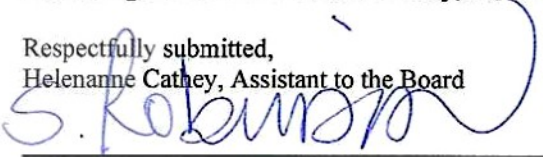
- No one should get in meter pits. There are wires on the radio read equipment that are easy to rip apart. There is also a pillow in it that prevents things from freezing. Any damages to the meter pit or equipment in the pit will be billed to homeowners.
- When anyone sees the red light flashing on the tank, contact a Board member (phone numbers at the bottom of the minutes) or Water Guy (307-299-3544).

NEXT REGULAR MEETING: MONDAY, MARCH 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, 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.

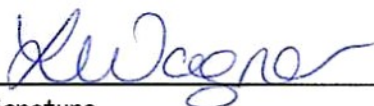
Respectfully submitted,
 Helenanne Cathey, Assistant to the Board



 Signature
 Shannon Robinson

 Printed Name
 3/3/25

 Date



 Signature
 Lisa Wagner

 Printed Name
 3-3-25

 Date

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