

MCKENNEY IMPROVEMENT & SERVICE DISTRICT
(PO Box 1113, Gillette, WY 82717)
REGULAR MEETING MINUTES
Thursday, February 27, 2025, 4:00 P.M.
400 South Gillette Avenue, Suite 106 (Office of Cathey Consulting, LLC)

Board Members Present: Bob Maul, Zach Poitra, Deb Shaw (by phone)
 Others Present: Helenanne Cathey

Bob Maul called the meeting to order at 4:00 p.m.

- I. **Minutes Approval** – Deb Shaw moved to approve the minutes for the January 23, 2025, regular meeting as presented. Zach Poitra seconded. Motion carried unanimously.
- II. **Treasurer’s Report Acceptance / Bills** – The bills and financial reporting were reviewed. Deb Shaw moved to accept the Treasurer’s Report and pay bills as presented. Bob Maul seconded. Motion carried with all voting aye except Zach Poitra abstained. The bank statement was reviewed and signed. Accounts receivable balances and reports from Water Guy were reviewed.

Bank Balance End of Previous Meeting:		\$47,667.64
1/1-1/23/25	Deposits – Water Guy	\$281.70
Adjusted Balance Forward:		\$47,949.34
1/23-1/31/25	Deposits – Water Guy	\$0
01/31/25	Interest	\$18.42
02/05/25	Deposit – Xpress bill pay	\$1,084.87
02/05/25	City of Gillette – Auto Pay – Invoice Number 2001690 –	\$649.55
	12/19/24-1/22/25 Water – 95,000 gallons	
Bank Balance Prior to Start of Meeting:		\$48,403.08
Bills paid at meeting:		
Ck#	Payee	Description
		Amount
AUTO	City of Gillette	Inv. 2018885 – Water 1/22-2/19/25 – 72,000 gal.
1856	Cathey Consulting	Inv. 7955 – Jan. Admin./Books/Compl/Postage \$393.75
		Inv. 7978 – Director election mailing \$105.33
1857	Water Guy	Inv. 2025-53 – Dec. monthly billing
1858	Zach Poitra	Inv. 22 – Plow snow 1/12, 1/13, 1/14, 1/18/25
Total Bills Paid:		\$1,740.58
Bank Balance End of Meeting:		\$46,662.50*

**Bank Balance does not include Water Guy deposits between start of month and meeting date except for the Xpress bill pay deposit.*

- III. **Water System Review** – Water system usage and billing were reviewed.
 - a. Account 1769.01 had shown 0 gallons used for several months, but last month it showed a usage of 76,000 gallons which would be for the usage over those months it had 0. It amounts to an average of 15,200 gallons per month.
 - b. There was discussion on a water tap that had frozen up. Bob Maul will follow up with the landowner or Water Guy to see if it has been fixed.
- IV. **Unfinished Business**
 - a. Water line moved to Kelly Reynolds / Petition to enlarge the District – No update.
 - b. Roads – Grant application for road work – extending culverts and putting in additional culverts where needed. A scope of work will be developed for getting bids for road improvements. No update.
 - c. Director election March 18, 2025 (Poitra – 4 year term) – Ballots were mailed on February 21st. Deb Shaw, Scott Shaw (or Bob Maul) and Helenanne Cathey will canvass ballots within 7 days of the election date.

V. **New Business**

- a. A letter was received from the City with a reminder to provide the backflow prevention assembly test report. The letter was forwarded by e-mail to Water Guy. Bob Maul will contact Water Guy to make sure this was done.

VI. **Next Regular Meeting: Thursday, March 27, 2025, 4:00 p.m. at the office of Cathey Consulting (400 S Gillette Avenue, Suite 106, Gillette). The District holds regular monthly meetings, generally on the fourth Thursday of each month at 4:00 p.m.**

2025 MEETINGS:

Thurs., Mar. 27, 2025, 4:00 p.m.

Thurs., Apr. 24, 2025, 4:00 p.m.

Thurs., July 24, 2025, 4:00 p.m.

Thurs., Oct. 23, 2025, 4:00 p.m.

Thurs., May 22, 2025, 4:00 p.m.

Thurs., Aug. 28, 2025, 4:00 p.m.

Thurs., Nov. 20, 2025, 4:00 p.m.*

Thurs., June 26, 2025, 4:00 p.m.

Thurs., Sep. 25, 2025, 4:00 p.m.

Thurs., Dec. 18, 2025, 4:00 p.m.*

Generally, the fourth Thursday of each month

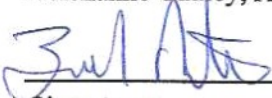
**November and December meetings are moved to the third Thursday of the month instead of the fourth Thursday due to holidays.*

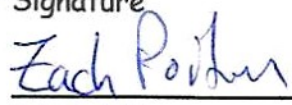
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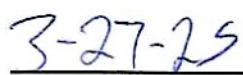
- Landowners need to move equipment and any other items out of the road right-of-way so that the District can work on ditches and roads as needed.
- There should be no shooting of guns in the Improvement and Service District and for safety reasons within a half a mile of the District in any direction.

Zach Poitra moved to adjourn the meeting. Bob Maul seconded. The meeting was adjourned at 4:15 p.m.

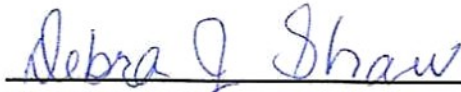
Respectfully submitted,
Helenanne Cathey, Assistant to the Board




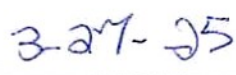
 Signature


 Printed Name


 Date



 Signature


 Printed Name


 Date

Robert (Bob) Maul, President / Zachary (Zach) Poitra, Vice President / Deb Shaw, Secretary/Treasurer