

**Fox Ridge Subdivision Improvement & Service District**  
**Regular Meeting Minutes**  
**Wednesday, February 19, 2025, 5:30 p.m.**  
**400 South Gillette Avenue, Suite 106, Gillette**

BOARD MEMBERS PRESENT: Meldene Goehring (by phone), Aric Peterson, William Languemi  
 OTHERS PRESENT: Helenanne Cathey

Meldene Goehring called the meeting to order at 5:30 p.m.

- I. **Customer Concerns / Billing** – There were no customer concerns on billing reported at this meeting.
- I. **Next meeting** – The next regular meeting is scheduled for Wednesday, April 16, 2025, 5:30 p.m.
- II. **Consent Agenda** – Aric Peterson moved to approve the minutes, the treasurer’s report, bank statements, pay bills this month and next month and transfer \$7,000.00 from the money market to the checking account. William Languemi seconded. Motion carried unanimously.
  - a. **Minutes Approval** – December 11, 2024, regular meeting. Meeting minutes are e-mailed after they have been approved and posted online at [www.catheyconsulting.net](http://www.catheyconsulting.net).
  - b. **Treasurer’s Report / Bills Paid**

**MONEY MARKET / SAVINGS ACCOUNT:**

BALANCE END OF LAST MEETING:			\$46,575.96
12/1-12/11/24	Deposits – Water	\$670.00	
12/10/24	Deposit – Assessments	\$7,000.00	
ADJUSTED BALANCE FORWARD:			\$54,245.96
12/12-12/31/24	Deposits – Water	\$1,115.00	
12/31/24	Interest	\$46.16	
QUICKBOOKS BALANCE 12/31/24:			\$55,407.12
1/1-1/31/24	Deposits – Water	\$2,290.00	
01/05/25	Deposit – Xpress Bill Pay	\$1,890.00	
01/15/25	County Grant	\$582.25	
01/31/25	Interest	\$49.48	
QUICKBOOKS BALANCE 01/31/25:			\$60,218.85
02/05/25	Deposit – Xpress Bill Pay	\$2,320.00	
<b>MONEY MKT / SAVINGS BALANCE PRIOR TO START OF MEETING:</b>			<b>\$62,538.85*</b>
02/19/25	Ck#117 Transfer to Checking	\$7,000.00	
<b>MONEY MKT / SAVINGS BALANCE END OF MEETING:</b>			<b>\$55,538.85*</b>

*\*Water Guy deposits recorded at the end of each month when reconciling bank statements.*

*This number doesn't include deposits made between the first of the month and this meeting.*

**RESERVES ACCOUNT:**

BALANCE END OF LAST MEETING:			\$83,826.42
12/31/24	Interest	\$71.03	
01/31/25	Interest	\$71.28	
<b>RESERVES ACCOUNT BALANCE END OF MEETING:</b>			<b>\$83,968.73</b>

**CHECKING ACCOUNT:**

BANK BALANCE END OF LAST MEETING:			\$5,624.97
Bills Paid in January:			
AUTO	Powder River Energy	Acct 11476806 12/1/24-1/1/25	\$1,071.08
1493	Cathey Consulting	Inv. 7905 – Dec. Admin./Bookkeeping/ Compliance	\$472.50
1494	C N A Surety	Bond / Board 2/22/25 – 2/22/26	\$126.00

1495	Hawkins, Inc.	Inv. 6938773 – Chlorine	\$20.00
1496	Water Guy	Inv. 2024-1463 – Dec. Water Operator/Billing	\$1,113.25
		\$1,094.50	
		Inv. 2024-1423 – Bounced check thru Xpress	
		Bill Pay \$18.75	
<b>TOTAL</b>			<b>\$2,802.83</b>
<b>CHECKING ACCOUNT BALANCE PRIOR TO START OF MEETING:</b>			<b>\$2,822.14</b>
Bills Paid at this Meeting:			
AUTO	Powder River Energy	Acct 11476806 1/1-2/1/25	\$1,201.76
1497	Cathey Consulting	Inv. 7950 - Jan. Admin./Books/Comp.	\$472.50
1498	Hawkins, Inc.	Inv. 6962689 – Chlorine \$429.50	\$449.50
		Inv. 6961340 – Chlorine \$20.00	
1499	Water Guy	Inv. 2025-43 – Jan. Water Op./Meters/ Billing \$1,094.50	\$1,169.50
		Inv. 2025-109 – Locate 11/4/24 \$75.00	
<b>TOTAL BILLS:</b>			<b>\$3,293.26</b>
Transfer from Savings		\$7,000.00	
<b>CHECKING ACCOUNT BALANCE END OF MEETING:</b>			<b>\$6,528.88</b>

**Unpaid Bills:**

Wyoming Association of Rural Water Systems – Invoice 19795 – 2025 annual voting membership \$495.00.

**III. Water System –**

- a. Lead Service Line Inventory – Meldene Goehring reported that she received a picture from the homeowner for the property from which Water Guy needed a picture of the water service connection into the home, and she forwarded the picture to Water Guy. This project should be done.
- b. Water Line Break bill discrepancy – Meldene Goehring reported that she contacted Water Guy regarding the price discrepancy discussed at the December meeting (price difference between the quote and the invoice for the repair). Water Guy based their quote on the work being done by Water Guy. However, Water Guy didn't have the staff to do the work at the time, so they subcontracted the work out to DRM. Due to the nature of the break, Duaine Faucett felt that the repair needed to be done right away. In the future, when contracting out work, Water Guy is planning to have contractors contact districts directly with their quotes.
- c. The regional water connection may be done within the next few weeks.
- d. Water Guy reports / billing / meter readings were reviewed.

**IV. Unfinished Business**

- a) Roads / project for 2024 – County grant approved 4/16/24 \$6,000.00 / Redtail project cancelled / material for Arctic and Fox Ridge delivered / spring and fall maintenance blading
  - 1) Maintenance blading – 2 to 3 times per year included in this grant application.
    - i. 5/2024: J Finch Dirt Works did the spring blading
    - ii. 10/2/24 – Board approved Jason Finch to blade the roads, using water from the District if possible.

6/19/24 Pay Request 1 \$5,581.68 / Grant amount: \$1,395.42  
 Spring blading, delivery of and spreading material on Arctic and Fox Ridge  
 12/11/24 Pay Request 2 \$2,329.00 / Grant amount: \$582.25 – The Board reviewed and signed the pay request for fall blading (J Finch invoice).  
 Grant amount remaining: \$4,022.33

William Languemi moved to submit a letter to the County to extend the grant for 6 months. Aric Peterson seconded. Motion carried unanimously.

The roads will be bladed in the spring, after the frost comes out of the ground.

V. New Business

a) None

Next Meeting:

**Wednesday, April 16, 2025, 5:30 p.m. (Regular Meeting).**

All meetings of the District are open public meetings, and all residents are encouraged to attend.

Road Coordinator: William Languemi (307-680-1022)


Anyone interested in receiving minutes by e-mail should contact Cathey Consulting ([hcathey@collinscom.net](mailto:hcathey@collinscom.net) or 307-685-8235) to be added to the e-mail list.

Minutes are posted online at [www.catheyconsulting.net](http://www.catheyconsulting.net).

William Languemi moved to adjourn. Aric Peterson seconded. The meeting was adjourned at 5:43 p.m.

**MEETINGS ARE HELD AT THE OFFICE OF CATHEY CONSULTING AT 400 SOUTH GILLETTE AVENUE, SUITE 106, GILLETTE, WYOMING (K<sup>2</sup> TECHNOLOGIES BUILDING – USE ENTRANCE ON 4<sup>TH</sup> STREET).**

Respectfully submitted,  
Helenanne Cathey, Assistant to the Board

  
\_\_\_\_\_  
Signature

Meldene Goehring  
\_\_\_\_\_  
Printed Name

4/16/2025  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Signature

William J. LANGUEMI  
\_\_\_\_\_  
Printed Name

4-16-25  
\_\_\_\_\_  
Date

Meldene Goehring, President (307-689-8064) / , Aric Peterson, Vice President (307-680-1006) /  
William Languemi, Secretary/Treasurer (307-680-1022)