

Freedom Hills Improvement & Service District
Regular Meeting Minutes
Monday, March 17, 2025, 7:00 p.m.
Freedom Hills Community Building, 12 Chickadee, Gillette
E-mail: freedomhillswy@gmail.com
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 Morrison, Cheryl Morrison, Lisa Morrison, Doug Powers, Patsy Sowers,
Vernon Testerman, Jr., Tammy Morrison, Lisa Morrison

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. Mike Zmudzinski reported that he talked to Duaine Faucett with Water Guy. Duaine Faucett reported that he thought the District's water system could handle another lot on the water system, but the concern is that the covenants and the District's rules say that no other taps will be added to the water system. 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." There was a discussion on the number of taps in the District – there were 160 taps on the water system and one tap went off the water so now there are 159.

The Wyoming Water Development Commission (WWDC) has a Level I study that can be done to evaluate a water system. Wyoming Association of Rural Water Systems (WARWS) may have the ability to review the system. No decision was made at this time. Mike Zmudzinski will look into these options for a technical review of the water system.

- ii. Lisa Morrison, 57 Blackbird, had a leak. They had a tough time finding the leak. Water Guy tried to help them, and Water Guy couldn't find the leak either. They finally found the leak and fixed it the next day. The landowner asked if the District would write off the overage fees they received in December, January, and February. Mike Zmudzinski moved to write off the fees for overages on Account 2513.02 for December, January and February billing. Wally Wilson seconded. Motion carried unanimously.
- iii. Vernon Testerman, 8 Moran Ranch Road, is located between the interstate and the railroad tracks. They have their own well that is shared with a total of 6 taps. They have never been on the District's water system. They are wondering if they can get a tap from the City of Gillette from the regional water to serve their system but do it under the Freedom Hills Improvement and Service District. This could be included in a WWDC Level I study or WARWS study.
- b. Water System / Meter Reading / Billing and Usage Reports Review – The water system information was reviewed.
- c. Regional Water Connection – The regional line is still in progress.

II. Minutes – Mike Zmudzinski moved to approve the minutes for the February 17, 2025 meeting. Marvin Nail seconded. Motion carried unanimously. Minutes are posted online at 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 \$15,000 from the money market to checking account and transfer \$38,073 from the money market to reserves account. Marvin Nail seconded. Motion carried unanimously.

Reserves Account Balance From Last Meeting Minutes	\$246,568.21
02/28/25 Interest	\$189.15
03/17/25 Transfer from Money Market	\$38,073.00
First Northern Bank Reserves Account Ending Balance:	\$284,830.36

Money Market Account Balance From Last Meeting Minutes		\$131,442.06
2/1-2/17/25 Water Deposits	\$1,260.00	
Adjusted Balance Forward:		\$132,702.06
2/18-2/28/25 Water Deposits	\$870.00	
02/28/25 Interest	\$107.81	
03/05/25 Xpress Bill Pay Deposit	\$5,298.46	
First Northern Bank Money Market Account Start of Meeting:		\$138,978.33
03/17/25 Ck# 142 – Transfer to Reserves	\$38,073.00	
Balance Prior to Transfer to Checking:		\$100,905.33*
03/17/25 Ck# 143 – Transfer to Checking	\$15,000.00	
First Northern Bank Money Market Account Ending Balance:		\$85,905.33*

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

Checking Account Balance From Last Meeting Minutes		\$11,157.11	
Bills Paid At This Meeting:			
Ck#	Vendor	Purpose	Amount
AUTO	Powder River Energy 2/1-3/1/25	Acct 1590226 Well #1 \$834.23	\$1,099.21
AUTO		Acct 1590427 – Well #2 \$215.40	
AUTO		Acct 2459426 – Entrance \$49.58	
AUTO	Powder River Energy 2/1-3/1/25	Acct 12277400 – Mailboxes/Community Bldg.	\$323.55
1371	Cathey Consulting, LLC	Inv. 7995 – Feb., 2025 Adm./Books/Compl.	\$1,050.00
1372	CNA Surety	Bond / Board 4/16/25 – 4/16/26	\$105.00
1373	Ed McNair	Reimburse – lights for community building	\$52.49
1374	First Northern Bank of Wyoming	Loan payment	\$1,545.33
1375	Hawkins, Inc.	Inv. 6985907 – Chlorine	\$20.00
1376	Kieffer Sanitation	Inv. 4742089T020 – Garbage Rem. 2/1-2/28/25	\$3,069.90
1377	US Postal Service	Annual post office box fee	\$188.00
1378	Water Guy, LLC	Inv. 2025-170 – Feb. Oper./Meters./Billing/ \$2,292.75	\$3,833.64
		Inv. 2025-218 – Meter pit froze / bounced checks Replace meters \$1,465.89	
		Inv. 2025-223 – Bounced checks thru Xpress bill pay \$37.50	
		Inv. 2025-230 – Bounced checks thru Xpress bill pay \$37.50	
1379	WyCo Thunder Construction	Inv. 28 – 3/7/25 10 hours snow removal & spread road base from location	\$1,600.00
1380	PCA Engineering, Inc.	Inv. 24156 – Engineering – Mallard Rd. drainage & repair 2/2-3/1/25	\$330.00
TOTAL BILLS PAID:			\$13,217.12
	Transfer from Money Market Account:	\$15,000.00	
Checking Account Balance End of Meeting:			\$12,939.99
Receivables Balance end of prior month: \$107,696.17 (assessments and water billing)			

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. There are more issues than they thought so it is taking longer to complete.
- 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

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 & Bluebird/Partridge intersection	\$10,025.00
PCA Engineering Inv. 24123 1/5/25-2/1/25 Eng./Mallard	\$1,914.21
WyCo Thunder Construction – Inv. 28 snow removal/	\$1,600.00

Spread material for icy inclines	
PCA Engineering Inv. 24156 2/2-3/1/25 Eng./Mallard	\$330.00
TOTAL:	\$21,176.21
Amount Remaining:	\$92,033.91

- iii. Street signs put up – A number of signs are in the Community building ready for installation.
- iv. Roto mill from Simon (\$24 per ton X 650 tons for a total of \$15,600. The cost for trucking in the material is \$7.45 a ton X 650 tons for a total of \$4,842.50. (\$20,442.50 total plus the cost to spread the material). 8/10 of a mile (about 2” thick). There was discussion on J-base versus roto mill.

There was an extended discussion on the roads. The District had a plan to work on Meadowlark, but that project was put on hold until the drainage could be fixed on Mallard because that affects Meadowlark. This is what the engineer is working on.

Everyone agreed that a base needs to be put down before the roto mill is put down on the approximate 1 mile of road (8/10). There was discussion on where to put it.

Marvin Nail moved to buy the roto mill as discussed. Wally Wilson seconded. Motion carried unanimously. Marvin Nail will work with Reggie Schrank to develop a scope and get written quotes. A grant application will be submitted to the County for the project as soon as the information is gathered.

- v. Snow removal –
 - 1. WyCo Thunder Construction / Snow Removal Contract – WyCo did the snow removal last month. The consensus was to not sign the contract. They are willing to come out if a Board member contacts them without the signed contract.
 - 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.

V. New Business

- a. Budget for 7/1/25 – 6/30/26
 - i. The transfer to reserves (\$38,073) was done at this meeting.
 - ii. The budget was discussed for the next fiscal year. The budget hearing will be Monday, June 16, 2025, at 7:00 p.m. The budget will be discussed at the next meeting.
- b. Open to the Public – There were no additional public comments.

VI. Next meeting dates and location – MONDAY, APRIL 21, 2025, 7:00 p.m. (REGULAR MEETING) at the Freedom Hills Community Building at 12 Chickadee.

Upcoming Meetings – 3rd Monday each month

2025 Meetings:

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 8:49 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 20TH OF EACH MONTH. \$25 LATE FEES ARE APPLIED TO ANY ACCOUNT WHEN THE PAYMENT HAS NOT BEEN RECEIVED IN FULL BY THE 20TH.

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

Mike A. Zmudzinski
Printed Name

4-21-25
Date

Marvin Nail
Signature

Marvin Nail
Printed Name

4-21-25
Date

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