

**Meadow Springs Improvement & Service District  
Regular Meeting  
MINUTES**

**Thursday, March 13, 2025, 6:30 p.m.**

Office of Cathey Consulting, 400 S Gillette Avenue, Suite 106, Gillette, Wyoming

BOARD MEMBERS PRESENT: Jennifer Zmiewski, Mike Zmiewski  
 BOARD MEMBERS NOT PRESENT: Aaron Johnson  
 OTHERS PRESENT: Helenanne Cathey, Orrin Zmiewski

Mike Zmiewski called the meeting to order at 6:30 p.m.

- I. **Minutes Approval** – Jennifer Zmiewski moved to approve the February 13, 2025, regular meeting minutes as presented. Mike Zmiewski seconded. Motion carried unanimously.
- II. **Treasurer’s Report** – The financial information was reviewed. Jennifer Zmiewski moved to accept the Treasurer’s Report, pay bills as presented (listed below) and sign bank statements. Mike Zmiewski seconded. Motion carried unanimously.

Money Market (Savings) Account Balance From last Meeting:	\$28,125.55
02/10/25 Deposit – Assessments	\$361.39
02/28/25 Interest	\$0.23
<b>BALANCE IN SAVINGS ACCOUNT PRIOR TO MEETING:</b>	<b>\$28,487.17</b>

Checking Account Balance From last Meeting:	\$1,604.19
Deposits / Other Account Activity:	
2/1-2/13/25 Deposits – Water	\$0
Adjusted Balance Forward:	\$1,604.19
2/14-2/28/25 Deposits – Water	\$669.00
02/28/25 Bank Service Charge	-\$2.00
03/05/24 Deposit – Xpress Bill Pay	\$680.00
Checking Account Balance Prior to Bills:	\$2,951.19*

**BILLS PAID AT MEETING:**

CHECK #	Vendor	Purpose	Amount
AUTO	Powder River Energy	Acct 3260827 Electricity 2/1-3/1/25	\$279.96
1922	Cathey Consulting	Inv. 8000 – Feb., 2025 adm./bks/postage	\$393.75
1923	Water Guy	Inv. 2025-181 – Feb. Water Operator/billing	\$729.30
TOTAL			\$1,403.01
<b>ENDING BALANCE IN CHECKING ACCOUNT AFTER BILLS:</b>			<b>\$1,548.18*</b>

*\*Bank Balance reflects payments/deposits through the end of the prior month.*

- III. **Well / Water Report** – The water and electricity usages were reviewed. Last Friday, a resident reported low water pressure, and when Water Guy investigated, they found the tank was empty. They found a leak on the system on the main water line near 61 Spring Valley Lane. They leak was repaired on Saturday, and water service was resumed. A bill will be coming from Water Guy.
- IV. **Unfinished Business**
  - a. Water System Projects –
    - i. On hold for now: Well / Pumphouse – Add more insulation (spray) to walls & top of the bldg.
    - ii. Meters and Electronic Radio Transmitters (ERTs) - Project estimate \$7,546.16 with \$2,490.23 grant request (33% of the project cost because it’s related to regional water connection). A County grant application was submitted for the installation of meters and ERTs for 16 taps. There are 19 total taps on the water system and 3 already have meters and ERTs.

Jennifer Zmiewski moved to authorize Water Guy to proceed with the meter and ERT installation for the \$7,546.16 bid amount after the County grant has been approved. Mike Zmiewski seconded. Motion carried unanimously.

The construction on the regional line and regional building (for Meadow Springs) is in progress. We don't know for certain when the regional connection will be completed for Meadow Springs. The regional system will provide between 15 and 30 gallons per minute to Meadow Springs, and the City estimates 25 gallons per minute should be available to Meadow Springs. 25 gallons per minute is more than the Meadow Springs well can produce, so this is good news.

- iii. Lead / Service Line Inventory – Mike Zmiewski reported that he talked to a landowner that has a service line that was an unknown material, and the landowner said he will be doing some work on their water line this summer and will submit a picture of their service line to Water Guy. That should complete the inventory for Meadow Springs.

V. **New Business**

- a. Budget for 7/1/25 – 6/30/26 – The budget was reviewed and updated. The Board will work on the budget at the April meeting when all three Board members are present.

VI. **Next Regular Meeting: Thursday, April 24, 2025, 6:30 p.m.** at the office of Cathey Consulting at 400 South Gillette Avenue, Suite 106 (K<sup>2</sup> Technologies Building – Entrance is on 4<sup>th</sup> Street), Gillette. Meetings are generally the second Thursday of the month at 6:30 p.m. However, meeting dates may be changed to accommodate Board member schedules.

**2025 meetings:**

Thurs., Apr. 24, 2025, 6:30 p.m. (note date change – instead of April 10<sup>th</sup>)

Thurs., May 8, 2025, 6:30 p.m. / Thurs., June 12, 2025, 6:30 p.m.

Thurs., July 10, 2025, 6:30 p.m. / Thurs., Aug. 14, 2025, 6:30 p.m. / Thurs., Sep. 11, 2025, 6:30 p.m.

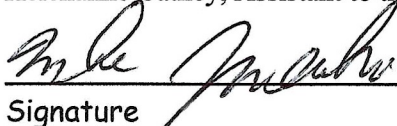
Thurs., Oct. 9, 2025, 6:30 p.m. / Thurs., Nov. 13, 2025, 6:30 p.m. / Thurs., Dec. 11, 2025, 6:30 p.m.

VII. **Adjourn:** Mike Zmiewski adjourned the meeting at 7:28 p.m.

**NOTES:**


- a. When the red flashing light comes on, it indicates the pump has stopped. CALL A BOARD MEMBER.
- b. Homeowner payments must be received no later than 5:00 p.m. the 20<sup>th</sup> of the month to avoid the \$20 late fee and possible disruption of service. Payments can be delivered to the office of Water Guy 512 WY-50.
- c. Check out Water Guy's Facebook page for information regarding water system issues. They will post information there when they are working on projects and when they are having issues with water systems. Go to [www.waterguywyoming.com](http://www.waterguywyoming.com) for a link and for other information.

Respectfully submitted,  
Helenanne Cathey, Assistant to the Board

  
Signature

Mike Zmiewski  
Printed Name

4-24-25  
Date

  
Signature

Aaron Johnson  
Printed Name

Date