

MCKENNEY IMPROVEMENT & SERVICE DISTRICT

(PO Box 1113, Gillette, WY 82717)

REGULAR MEETING MINUTES

Thursday, March 27, 2025, 4:00 P.M.

400 South Gillette Avenue, Suite 106 (Office of Cathey Consulting, LLC)

Board Members Present: Zach Poitra, Bob Maul, Deb Shaw

Others Present: Helenanne Cathey

Zach Poitra called the meeting to order at 4:01 p.m.

- I. Minutes Approval** – Deb Shaw moved to approve the minutes for the February 27, 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. Zach Poitra seconded. Motion carried unanimously. The bank statement was reviewed and signed. Accounts receivable balances and reports from Water Guy were reviewed.

Bank Balance End of Previous Meeting:		\$46,662.50	
2/1-2/27/25	Deposits – Water Guy	\$411.12	
Adjusted Balance Forward:		\$47,073.62	
2/28/25	Deposits – Water Guy	\$0	
02/28/25	Interest	\$16.78	
03/05/25	Deposit – Xpress bill pay	\$1,799.09	
03/10/25	Deposit – Assessments	\$410.55	
Bank Balance Prior to Start of Meeting:		\$49,300.04	
Bills paid at meeting:			
Ck#	Payee	Description	Amount
AUTO	City of Gillette	No bill yet.	
1859	Cathey Consulting	Inv. 7999 – Feb. Admin./Books/Compl/Postage	\$393.75
1860	Gillette News-Record	Inv. 36311 – Director election legal ad	\$114.40
1861	Water Guy	Inv. 2025-180 – Feb. monthly billing \$289.48	\$404.48
		Inv. 2025-244 – Certified backflow inspection	\$115.00
Total Bills Paid:			\$912.63
Bank Balance After These Bills:			\$48,387.41*

**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. No update on the water tap that had frozen up.
- 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 canvassed on March 20, 2025 by Deb Shaw, Scott Shaw, and Helenanne Cathey. Results:
 - Votes for 1 director to serve a four-year term:
 - Zach Poitra – 7 votes
 - Oath needs to be completed within 10 business days
 - d. Backflow Prevention Assembly test – certification billed from Water Guy. Report received and filed.

V. New Business

- a. Election of Officers – Zach Poitra moved to keep the same slate of officers for the year (Bob Maul, President / Zach Poitra, Vice President / Deb Shaw, Secretary/Treasurer). Deb Shaw seconded. Motion carried unanimously.
- b. Budget for 7/1/25 – 6/30/26 – The budget was reviewed and updated. The budget hearing will be Thursday, June 26, 2025, 4:00 p.m. The budget will be discussed at the next meeting.

Bob Maul arrived at the meeting at 4:09 p.m.

- c. Zach Poitra moved to pay Bob Maul for snow removal in January. Deb Shaw seconded. Motion carried with Zach Poitra and Deb Shaw voting aye. Bob Maul abstained.
 Ck# 1862 – Bob Maul – Inv. 216737 – Snow removal with loader 1/14, 1/18 & 1/22/25 \$467.50
Bank Balance End of Meeting: \$47,919.91

VI. Next Regular Meeting: Thursday, April 24, 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., Apr. 24, 2025, 4:00 p.m.	Thurs., May 22, 2025, 4:00 p.m.	Thurs., June 26, 2025, 4:00 p.m.
Thurs., July 24, 2025, 4:00 p.m.	Thurs., Aug. 28, 2025, 4:00 p.m.	Thurs., Sep. 25, 2025, 4:00 p.m.
Thurs., Oct. 23, 2025, 4:00 p.m.	Thurs., Nov. 20, 2025, 4:00 p.m.*	Thurs., Dec. 18, 2025, 4:00 p.m.*

Generally, the fourth Thursday of each month

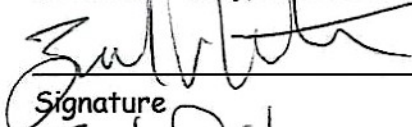
**November and December meetings are moved to the third Thursday of the month instead of the fourth Thursday due to holidays.*

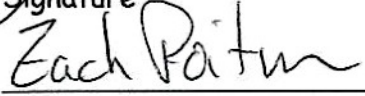
NOTES:

- 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.

Deb Shaw moved to adjourn the meeting. Zach Poitra seconded. The meeting was adjourned at 4:14 p.m.

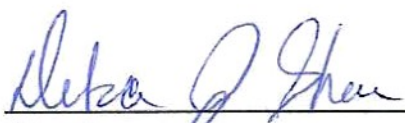
Respectfully submitted,
Helenanne Cathey, Assistant to the Board




 Signature


 Printed Name
 5-22-25

 Date



 Signature


 Printed Name
 5/22/25

 Date

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