

**EIGHT MILE IMPROVEMENT & SERVICE DISTRICT
REGULAR MEETING MINUTES
MONDAY, MAY 19, 2025, 11:00 A.M.
400 SOUTH GILLETTE AVENUE, SUITE 106, GILLETTE**

BOARD MEMBERS PRESENT: Alan Clark, Jay Gomez, Jeremy Torrez (by phone)
OTHERS PRESENT: Helenanne Cathey, Duaine Faucett

Jay Gomez called the meeting to order at 11:00 a.m.

- I. Alan Clark moved to appoint Jeremy Torrez to replace Warren Haramija on the Board of Directors. Jay Gomez seconded. Motion carried unanimously.
- II. **Minutes** – Alan Clark moved to approve the minutes from the April 21, 2025, regular meeting. Jay Gomez seconded. Motion carried unanimously.
- III. **Treasurer’s Report** – The Treasurer’s Report and financial information were reviewed. Alan Clark moved to accept the Treasurer’s Report and pay bills as presented. Jay Gomez seconded. Motion carried unanimously.

WYOSTAR ACCOUNT (RESERVES)

| | | |
|------------------------|----------|--------------------|
| BALANCE FORWARD | | \$43,773.88 |
| 04/30/25 Interest | \$144.36 | |
| ENDING BALANCE: | | \$43,918.24 |

CHECKING ACCOUNT

| | | |
|------------------------------------|--------|---------------------|
| BALANCE FORWARD FROM LAST MEETING: | | \$25,510.39 |
| 04/30/25 Interest | \$0.26 | |
| BALANCE PRIOR TO MEETING: | | \$25,510.65* |

Bills Paid:

| Ck# | Payee – Purpose | | Amount |
|------|------------------------|--|------------|
| AUTO | City of Gillette | Inv. 2059545–Regional water 4/1-5/1/25 0 gal. | \$240.00 |
| AUTO | Powder River Energy | Acct 2245526 4/1-5/1/25 electricity | \$638.73 |
| 2248 | Cathey Consulting, LLC | Inv. 8082 – Apr. books/admin./compliance | \$472.50 |
| 2249 | Water Guy | Inv. 2025-401 – Apr. Water Op./Meters/ Billing \$1,034.30 | \$1,071.80 |
| | | Inv. 2025-459 – Locate 2/5/25 \$37.50 | |

| | | |
|---|--|---------------------|
| TOTAL: | | \$2,423.03 |
| BALANCE AFTER TREASURER’S REPORT AND BILLS APPROVED: | | \$23,087.62* |

**Balance reflects water billing deposits through the end of the prior month but not from the start of the month through the current date.*

Receivables Balance were reviewed.

- IV. **Water System / Well Update** – The water system information was reviewed. Duaine Faucett was at the meeting and reported that when they (Water Guy) went to flush the system, they found that the flushing hydrant by Majors’ property (432 Force Road) is not working. Jay Gomez moved to authorize Water Guy to repair or replace the flushing hydrant. Alan Clark seconded. Motion carried unanimously.
 - a. Water Meters – Meter readings were reviewed.
 - 1) Concerns reported to Water Guy to investigate
 - 1. 26 Edison Avenue (0 in Feb., Mar., and Apr.)
 - 2. 434 Force Road (0 in Feb., Mar., and Apr.)
 - 3. 13 Franklin / concerns with usage (higher than expected)
 - 2) Meters reading 0 in April
 - 1. 14 Franklin Ave – Water Guy was notified that this meter needs to be checked.
 - 2. 39 Franklin Ave (house is vacant – OK)
 - b. Old water tank
 - 1) Water Guy to disconnect the old tank from the water system. Duaine Faucett reported that this has been done.

- 2) The old tank serves as a wall for the pump house – since the tank will be empty, it will not provide insulation for the pump house so insulation will need to be put up on the tank wall. The Board will look into quotes for this work.
 - 3) Repairs to the roof so the tank can be used for storage (Roof needs to be stabilized before the old tank can be used for storage) – Board members will get bids for repairing the tank roof.
 - 4) A door will need to be added to the old tank in order to use it for storage. No discussion.
- c. Water tank cleaning – The Board requested a bid from Water Guy so that a County grant application can be submitted.
 - d. Fire pump leaking and needs to be repaired – The consensus is to have Greg’s Welding look at this. Jeremy Torrez will contact Greg’s Welding.
 - e. Generator needs to be repaired – An e-mail was sent to Water Guy to remind them to schedule this repair.
 - f. Lead Rule / Service Lines Inventory – No update.

V. Unfinished Business

- a. Speed monitor – Alan Clark moved to purchase batteries for the speed monitor. Jay Gomez seconded. Motion carried unanimously. The consensus is for Jay Gomez to purchase the batteries. Alan Clark moved to authorize signing a check to purchase batteries for the speed monitor. Jay Gomez seconded. Motion carried unanimously.
- b. Speed limit signs at City’s warehouse facility – Jay Gomez picked up the signs.
- c. Insurance Claim – Jay Gomez will follow up with the insurance company to see if the property owner has provided documentation for an insurance claim.
- d. Budget for 7/1/25 – 6/30/26 – The budget hearing will be Monday, June 16, 2025, 11:00 a.m. prior to the regular meeting. The following legal ad will run in the Gillette News-Record on June 3, 2025:

**LEGAL NOTICE OF PUBLIC BUDGET HEARING
EIGHT MILE IMPROVEMENT & SERVICE DISTRICT**

A public hearing will be held at 400 South Gillette Avenue, Suite 106, Gillette (Office of Cathey Consulting – entrance is on 4th Street across from Arrow Printing) on June 16, 2025, 11:00 a.m., followed by the regular meeting where the 7/1/25 – 6/30/26 budget will be adopted. Budget

Summary:

Expenses/Reserves: Administrative \$7,004 / Indirect \$1,326 / Operations/Major Repairs \$88,007 /
Loan \$21,327 / To Reserves \$1,400
Total Revenue/Rollover: \$119,064

The annual assessment will increase to \$1,560 for improved lots. Unimproved lots will remain at \$120, and the water billing overage fee will stay at \$4.00 per 1,000 gallons over 15,000 gallons per month. Any unpaid water usage fees will be assessed. A copy of the budget is posted online at

www.catheyconsulting.net with the April 16, 2025, meeting minutes.
To contact the District or for special accommodations for the hearing,
call Cathey Consulting at 307-685-8235.

- e. Road work (Blade and Mag Chloride) – Jay Gomez contacted the County regarding the pot holes and general poor condition of Force Road, and the County came out and bladed Force Road almost immediately. It was holding up well before the recent rains. Jay Gomez also asked if the County would blade when mag chloride is applied to the District’s roads this summer, and the District was added to their list. The County grant was approved on 5/6/25 for blading and dust control. Project estimate \$9,814.00 / Grant (25% and 33%) \$3,093.38 – The grant agreement was signed. Jay Gomez will work with the contractor and County to schedule the work.

VI. New Business

- a. Annual election of officers – Jay Gomez moved to keep the officers the same for the next year – Jay Gomez, President and Alan Clark, Secretary/Treasurer. Alan Clark seconded. Motion carried unanimously.

- b. An e-mail was received from Kodi Majors with questions about the water system:
 05/22/23 - Water Guy reported 40% water loss for the month.
 Was anything found on what was causing this?
 08/14/23 - Reported high water loss, (due to people watering for the season)
 12/04/23 - Issues with the pressure and was being monitored. 57% more well hours than gallons metered.
 What was the outcome of this one? Did they find the leak and was this the beginning of the replacement valve that was installed July of 2024?
 Is there a record of the discussions held regarding the well/water?
 Was the board ever made aware of the water line break that occurred at our home in June of 2023, and was likely pressure related, (topping out at 120 psi)?

Board response: Duaine Faucett with Water Guy has kept the Board informed of issues with the water system. Details are generally included in the meeting minutes, but not every single detail makes it into the meeting minutes. If Board action is required, decisions are made at a meeting, and those decisions are included in the minutes. The water losses over the past few years have been due to meters failing, and meters are being replaced by Water Guy as needed. When the system is flushed, that can also contribute to water loss. If more detail is needed, people are encouraged to attend the monthly meetings to discuss concerns with the Board directly.

- c. Jay Gomez moved to add Jeremy Torrez and remove Warren Haramija from the bank account and WyoStar account. Alan Clark seconded. Motion carried unanimously.
 d. The meeting time will change to 4:00 p.m. starting in July.

Jay Gomez adjourned the meeting at 11:54 a.m.

Next Meeting: Monday, June 16, 2025, 11:00 a.m. (Budget Hearing and Regular Meeting)
The District holds regular monthly meetings. The next regular meeting date is included in the meeting minutes for each meeting.

2025 Meeting Dates:

Mon., June 16, 2025, 11:00 a.m. (Budget Hearing and Regular Meeting)

NEW START TIME FOR THE FOLLOWING:

Mon., July 21, 2025, 4:00 p.m./Mon., Aug. 18, 2025, 4:00 p.m./Mon., Sept. 15, 2025, 4:00 p.m.

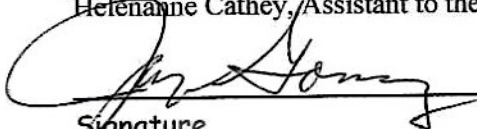
Mon., Oct. 20, 2025, 4:00 p.m./Mon., Nov. 17, 2025, 4:00 p.m./Mon. Dec. 15, 2025, 4:00 p.m.

A reminder to drivers of the 20 mph speed limit on the roads. If you see anyone speeding, call in the vehicle description to the Campbell County Sheriff's office at 682-7271. They will investigate it.

Only the board members of the District have the authorization to direct the County on road work in the District. Any issues or concerns about activities of the District or road grading by the County should be directed to the board of directors. Homeowners are not authorized to be contacting the County to direct activities for the District.

UNLESS OTHERWISE INDICATED, MEETINGS ARE HELD AT THE OFFICE OF CATHEY CONSULTING AT 400 SOUTH GILLETTE AVENUE, SUITE 106, GILLETTE, WYOMING (K² TECHNOLOGIES BUILDING – USE ENTRANCE ON 4TH STREET).

Respectfully submitted,
 Helennne Cathey, Assistant to the Board



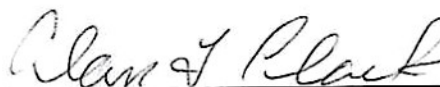
 Signature

Jay Gomez

 Printed Name

6-17-25

 Date



 Signature

Alan L Clark

 Printed Name

6-16-2025

 Date

Ronald J. Gomez, President / Alan Clark, Secretary/Treasurer / Jeremy Torrez, Director