

Freedom Hills Improvement & Service District
Regular Meeting Minutes
Monday, May 19, 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, Michael Zmudzinski
BOARD MEMBERS NOT PRESENT: Marvin Nail
OTHERS PRESENT: Helenanne Cathey, Doug Powers, Kelly Simons, Arlene Simons,
Brad Morrison, Cheryl Morrison, Riley Schrank, Reggie Schrank

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. Water Guy sent an e-mail requesting the waiver of a late fee on Account 2623.02. The account history was reviewed for the last year, and there have been no late fees. Mike Zmudzinski moved to waive the late fee on Account 2623.02. Wally Wilson seconded. Motion carried unanimously.
 - ii. Requests for taps on the water system – Research WWDC Level I Study and WARWS assistance – Mike Zmudzinski reported that he has been trying to reach the attorney to discuss the requests, but he hasn't heard back. The attorney has been on vacation and should be back next week.
 - 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.
 - 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. The Board hasn't heard anything else on this request.
- b. Water System / Meter Reading / Billing and Usage Reports Review – The water system information was reviewed. The fire hydrant at 47 Meadowlark is leaking. Water Guy shut it off, and when they have time, they will take a look at it to see what's leaking.
- c. Regional Water Connection – The regional line is still in progress. Mike Zmudzinski reported that a flushing hydrant was recently installed. They did not install a larger flushing hydrant as the District requested and would not allow the District to pay the difference to upsize the hydrant. The District can look into a larger hydrant at a later date.

Mike Zmudzinski hasn't received any other information from Water Guy on the wiring in the electrical for the control valve of the regional water connection to the District's water system.

A resident reported concerns on a couple of manholes that have been installed in the street – one on Blackbird and another one on Moran Ranch (there could be more) – the manholes are in the middle of the road and they are sticking up, and it could be a problem if they get hit when snow removal is done.

II. Minutes – Mike Zmudzinski moved to approve the minutes for the April 21, 2025 meeting. Wally Wilson 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 and transfer \$13,000.00 from the money market to checking account. Wally Wilson seconded. Motion carried unanimously.

Reserves Account Balance From Last Meeting Minutes	\$285,053.49
04/30/25 Interest	\$234.29
First Northern Bank Reserves Account Ending Balance:	\$285,287.78
Money Market Account Balance From Last Meeting Minutes	\$85,882.89
4/1-4/21/25 Water Deposits	\$1,436.12
04/10/25 Assessments Deposit	\$1,917.97
Adjusted Balance Forward:	\$89,236.98
4/22-4/30/25 Water Deposits	\$1,115.00
04/30/25 Interest	\$77.92

05/05/25 Xpress Bill Pay Deposit \$4,947.14
First Northern Bank Money Market Account Start of Meeting: \$95,377.04*
 05/20/25 Ck# 145 – Transfer to Checking \$13,000.00
First Northern Bank Money Market Account Ending Balance: \$82,377.04*
**Does not reflect weekly water payments/deposits from the first of the month through the meeting date.*

Checking Account Balance From Last Meeting Minutes \$12,746.60

Bills Paid At This Meeting:

Ck#	Vendor	Purpose	Amount
AUTO	Powder River Energy 4/1-5/1/25	Acct 1590226 Well #1 \$830.58	\$1,087.99
AUTO		Acct 1590427 – Well #2 \$207.83	
AUTO		Acct 2459426 – Entrance \$49.58	
AUTO	Powder River Energy 4/1-5/1/25	Acct 12277400 – Mailboxes/Community Bldg.	\$137.16
1389	Cathay Consulting, LLC	Inv. 8084 – Apr., 2025 Adm./Books/Compliance	\$1,050.00
1390	First Northern Bank of Wyoming	Loan payment	\$1,545.33
1391	Kieffer Sanitation	Inv. 4784579T020 – Garbage Rem. 4/1-4/30/25	\$3,069.90
1392	Kuhbacher Trucking	Inv. 13274 – 1” clean limestone stockpiled \$727.50 per end dump load (delivered 4 loads)	\$2,910.00
1393	Schrank Grading Services	Inv. 137 – Develop scope of work for spring/fall road work	\$630.00
1394	Water Guy, LLC	Inv. 2025-406 – Apr. Oper./Meters./Billing/ \$2,292.75	\$2,855.25
		Inv. 2025-461 – Locates 2/5-3/21/25 \$487.50	
		Inv. 2025-371 – Bounced check thru Xpress bill pay pay \$18.75	
		Inv. 2025-477 – Bounced check thru Xpress bill pay \$18.75	
		Inv. 2025-487 – Bounced checks thru Xpress bill pay \$37.50	
TOTAL BILLS PAID:			\$13,285.63
Transfer from Money Market Account:		\$13,000.00	
Checking Account Balance End of Meeting:			\$12,460.97
Receivables Balance end of prior month: \$102,918.42 (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). No update from PCA Engineering. Concerns were noted that PCA Engineering hasn't provided any information or updates.
- 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 1/5-2/1/25 Eng./Mallard	\$1,914.21
WyCo Thunder Construction – Inv. 28 snow removal/ Spread material for icy inclines	\$1,600.00
PCA Engineering Inv. 24156 2/2-3/1/25 Eng./Mallard	\$330.00
PCA Engineering Inv. 24197 3/2-3/29/25 Eng./Mallard	\$412.50
WyCo Thunder Construction – Inv. 31 snow removal	\$400.00
Kuhbacher Trucking – Inv. 13274 – 4 loads limestone	\$2,910.00
Schrank Grading – Inv. 137 – develop scope of work	\$630.00
TOTAL:	\$25,528.71
Amount Remaining:	\$87,681.41

- iii. Street signs put up – A number of signs are in the Community building ready for installation.
- iv. Road Work - \$63,992.50 estimate / grant request \$15,998.13

1. Roto mill – \$20,442.50*
 - a. \$24 per ton X 650 tons for a total of \$15,600
 - b. Trucking cost \$7.45 a ton X 650 tons = \$4,842.50
 - c. Cost for spreading / blading
2. J-Base material (to build up base) and hauling (480 tons) \$16,100* (Schrank)
3. Road Work (washboard cut, material added, blading, etc.)
 - a. Schrank Grading Bid Estimate: \$27,450*
 - b. Ridgeline Solutions Bid Estimate: \$28,700

*Costs submitted on County Grant – Simon \$20,442.50 and Schrank J-Base \$16,100 and Schrank Road Work \$27,450 = \$63,992.50

*County Grant (25%) Request - \$15,998.13

County grant approved 5/6/25 – Wally Wilson moved to approve and sign the grant agreement and authorize road work (Simon for the roto mill and Schrank for the J-base and road work with an updated amount of \$17,100 for the J-base). This includes blading all of the roads this spring but not blading any of the courts. Fall maintenance was not included in this motion. Mike Zmudzinski seconded. Motion carried unanimously. The Board chose not to authorize fall maintenance work at this time. This will be dealt with at a later date. Reggie Schrank explained that the trucking cost has increased due to road work on the highway that is used to bring in the material. The updated bid is \$17,100 (for J-base). The water truck will be more if additional time is required for the water truck. Maintenance (fall blading) was not included in the grant application. The project will likely be done the middle of next week. Mike Zmudzinski will make sure DRM is done with the road work before we start on this project.

- b. Volunteers to help shovel snow and/or mow grass around the mailboxes and water tank
- c. Budget for 7/1/25 – 6/30/26 – Budget hearing June 16, 2025. Proposed budget approved 4/21/25. The following legal ad will run in the Gillette News-Record on June 3, 2025:

**LEGAL NOTICE OF PUBLIC BUDGET HEARING
FREEDOM HILLS IMPROVEMENT & SERVICE DISTRICT**

Freedom Hills Improvement and Service District will hold a public hearing to review the 7/1/25 – 6/30/26 budget followed by the regular District meeting to adopt the budget and conduct regular business at the Freedom Hills Community Building (12 Chickadee, Gillette) on June 16, 2025, at 7:00 p.m. The budget is summarized below:

Administrative \$9,345 / Indirect \$8,850 / Operations \$358,569 / Loan Payments \$89,134 / Reserves \$38,073 / Revenue and Rollover: \$503,971

The assessment and monthly billing are anticipated to stay the same. The complete proposed budget is available online at www.catheyconsulting.net – Freedom Hills meeting minutes for 04/21/25. To contact the District or to request special accommodations for the hearing, call Cathey Consulting at 307-685-8235.

V. New Business

- a. Open to the Public –
 - i. A request was made to do some road work on Bluebird. A resident explained that there is a low spot that needs to be addressed. Mike Zmudzinski will look at the area.
 - ii. There was discussion on coming up with some kind of agreement for using the community building. A deposit could be requested. Helenanne Cathey will request copies of agreements used by other governmental entities.

VI. Next meeting dates and location – MONDAY, JUNE 16, 2025, 7:00 p.m. (BUGET HEARING AND REGULAR MEETING) at the Freedom Hills Community Building at 12 Chickadee.

Upcoming Meetings – 3rd Monday each month

2025 Meetings:

Mon., June 16, 2025, 7:00 p.m. (Budget Hearing and Regular Meeting)
 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 7:46 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

6-16-25
Date

[Signature]
Signature

Michael Wilson
Printed Name

6-16-25
Date

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