

Freedom Hills Improvement & Service District
Regular Meeting Minutes
Monday, April 21, 2025, 7:00 p.m.
Freedom Hills Community Building, 12 Chickadee, Gillette
E-mail: freedomhillswy@gmail.com
www.catheyconsulting.net - Click on Freedom Hills
Revised 6/16/25

BOARD MEMBERS PRESENT: Marvin Nail, Michael Zmudzinski
BOARD MEMBERS NOT PRESENT: Wally Wilson
OTHERS PRESENT: Helenanne Cathey, Ed McNair, Gail Wilson, Brad Morrison,
Cheryl Morrison, Arlene Simons, Reggie Schrank, Riley Schrank,
Kelly Simons

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. Requests for taps on the water system – Research WWDC Level I Study and WARWS assistance –
 - 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 hasn't had a chance to look further into this, but it looks like the District might need an attorney's assistance on this issue to see if the District can add any lots onto the system.
 - 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.
 - c. Regional Water Connection – The regional line is still in progress. Mike Zmudzinski reported that they installed a flushing hydrant and have spread some of the gravel, but they aren't done yet.
- II. **Minutes** – Marvin Nail moved to approve the minutes for the March 17, 2025 meeting. Mike Zmudzinski 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 Slattery Enterprises which was received after the agenda was printed) and transfer \$11,000 from the money market to checking account. Marvin Nail seconded. There was discussion on the WyCo Construction invoice. A question was asked who called them out. Board members weren't sure who called them. The Board will tell the contractor that they are only to come out when a Board member has called them, and they should put the Board member's name on the invoice in the future. Motion carried unanimously.

Reserves Account Balance From Last Meeting Minutes	\$284,830.36
03/31/25 Interest	\$223.13
First Northern Bank Reserves Account Ending Balance:	\$285,053.49
Money Market Account Balance From Last Meeting Minutes	\$85,905.33
3/1-3/17/25 Water Deposits	\$1,035.00
Adjusted Balance Forward:	\$86,940.33
3/18-3/31/25 Water Deposits	\$785.00
03/10/25 Assessments Deposit	\$2,605.56
03/31/25 Interest	\$100.57
04/05/25 Xpress Bill Pay Deposit	\$6,451.43
First Northern Bank Money Market Account Start of Meeting:	\$96,882.89*
04/21/25 Ck# 144 – Transfer to Checking	\$11,000.00
First Northern Bank Money Market Account Ending Balance:	\$85,882.89*
<i>*Does not reflect weekly water payments/deposits from the first of the month through the meeting date.</i>	
Checking Account Balance From Last Meeting Minutes	\$12,939.99

Bills Paid At This Meeting:

Ck#	Vendor	Purpose	Amount
AUTO	Powder River Energy 3/1-4/1/25	Acct 1590226 Well #1 \$858.86	\$1,106.31
AUTO		Acct 1590427 – Well #2 \$197.87	
AUTO		Acct 2459426 – Entrance \$49.58	
AUTO	Powder River Energy 3/1-4/1/25	Acct 12277400 – Mailboxes/Community Bldg.	\$176.35
1381	Cathey Consulting, LLC	Inv. 8037 – Mar., 2025 Adm./Books/Compl.	\$1,050.00
1382	First Northern Bank of Wyoming	Loan payment	\$1,545.33
1383	Hawkins, Inc.	Inv. 7013633 – Chlorine \$30.00	\$519.50
		Inv. 7038594 – Chlorine \$459.50	
		Inv. 7036489 – Chlorine \$30.00	
1384	Kieffer Sanitation	Inv. 4760161T020 – Garbage Rem. 3/1-3/31/25	\$3,069.90
1385	PCA Engineering, Inc.	Inv. 24197 – Engineering – Mallard Rd drainage	\$412.50
1386	Water Guy, LLC	Inv. 2025-269 – Mar. Oper./Meters./Billing/ \$2,292.75	\$2,536.50
		Inv. 2025-330 – Bounced check thru Xpress bill pay pay \$18.75	
		Inv. 2025-341 – Bounced checks thru Xpress bill pay \$37.50	
		Inv. 2025-355 – Locates \$187.50	
1387	WyCo Thunder Construction	Inv. 31 – 3/20/25 snow removal	\$400.00
1388	Slattery Enterprises, Inc.	Inv. 69668 – Septic tank pumping & sewage disposal	\$377.00
TOTAL BILLS PAID:			\$11,193.39
Transfer from Money Market Account:			\$11,000.00
Checking Account Balance End of Meeting:			\$12,746.60
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 again, and PCA Engineering is working on the project.
- 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/ 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
TOTAL:	\$21,988.71
Amount Remaining:	\$91,221.41

- 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). 3/17/25 – Board approved buying the roto mill as discussed. A scope of work was developed and two bids were received. The Board will get the bids to Helenanne Cathey, and a grant application will be submitted to the County.

A suggestion was made to apply oil to the crushed asphalt after it is put down and fill pot holes in the future instead of blading it off.

- 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.
- c. Budget for 7/1/25 – 6/30/26 – Budget hearing June 16, 2025 – The budget was reviewed. When the regional water is connected the District can sign up for one of two levels of service: (Costs based on 159 taps)
 - 1. Regular, full-time use (even if not using water every month): \$7.50 per tap per month = \$1,192.50 plus \$3.09 per 1,000 gallons used
 - 2. Emergency, intermittent use: \$6.00 per tap = \$954 plus \$6.18 per 1,000 gallons)

Helenanne Cathey explained that the District may want to sign up for the regular, full-time rate, because the experience of other Districts is that when the regional water is turned on it is almost always on a weekend or maybe even a long holiday weekend, and you can use many thousands of gallons quickly, and the usage rate is double the rate of the intermittent use. A lot of districts are just signing up for the regular, full-time usage because of that. For now, the rates will not be increased, but either the monthly rate or assessment may increase next year to cover the cost of regional.

Mike Zmudzinski moved to approve the proposed budget as presented. Marvin Nail seconded. Motion carried unanimously. The proposed budget is included with these minutes.

V. New Business

- a. Water Guy provided a bid for wiring in the electrical for the control valve of the regional water connection to the water system control. Mike Zmudzinski will follow up with Water Guy on the bid to see if an electrician is needed.
- b. Mike Zmudzinski read a statement from the Board and asked that it be included in the minute:

We have heard of a few residents racing and spinning their tires on our newly repaired roads. Please realize that the homeowners are the ones financially responsible for the maintenance of the roads. We would appreciate your help in keeping our roads in good condition.

We know that our residents have ATVs, four wheelers, side-by-sides, etc., and personal vehicles driving on the roads. We must drive responsibly and be considerate to everyone in our subdivision. Please remember we have children and adults who frequently use our roads for walking and exercising.

Please drive safely.

There was discussion on an individual on a four-wheeler who, immediately after the gravel was laid on the road, went through and tore up the road.

- c. Mike Zmudzinski reported that someone called him with a concern about people shooting in the subdivision. People are asked to please be careful and make sure you don't damage anyone else's property. Be responsible for what you are doing.
- d. Open to the Public –
 - i. Ed McNair reported that the fire ban was lifted in the County. A reminder, however, that if you are doing a controlled burn, call the County Sheriff's Department to let them know what you are planning and when you will be burning and about how long it will be burning.
 - ii. There was discussion on contacting an attorney regarding adding another tap on the water system. Mike Zmudzinski moved to authorize Mike Zmudzinski to talk to an attorney. Marvin Nail seconded. Motion carried unanimously. Mike Zmudzinski will contact Jim Edwards who has been used in the past.
 - iii. There were no additional public comments.

VI. Next meeting dates and location – MONDAY, MAY 19, 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., 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 7:52 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


Signature

Mike A. Zmudzinski
Printed Name

7-21-25
Date


Signature

Michael Wilson
Printed Name

7-21-25
Date

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