

**Freedom Hills Improvement & Service District**  
**Budget Hearing and Regular Meeting Minutes**  
**Monday, June 16, 2025, 7:00 p.m.**  
**Freedom Hills Community Building, 12 Chickadee, Gillette**  
E-mail: [freedomhillswy@gmail.com](mailto:freedomhillswy@gmail.com)  
[www.catheyconsulting.net](http://www.catheyconsulting.net) - Click on Freedom Hills

BOARD MEMBERS PRESENT: Marvin Nail, Wally Wilson, Michael Zmudzinski  
OTHERS PRESENT: Helenanne Cathey, Ed McNair, Gail Wilson, Arlene Simons, Patsy Sowers,  
Andy Engesser, Doug Powers, Reggie Schrank

**BUDGET HEARING**

Mike Zmudzinski called the budget hearing to order at 7:02 p.m. The budget was reviewed. Helenanne Cathey reported that the amount spent on roads was removed from the carryover into next year's budget so it decreased the overall budget amount. There was an opportunity for public comment. There were no public comments. Mike Zmudzinski adjourned the budget hearing at 7:05 p.m.

**REGULAR MEETING**

Mike Zmudzinski called the meeting to order at 7:05 p.m.

- I. **Budget** – Mike Zmudzinski moved to adopt the budget for 7/1/25 – 6/30/26 for \$438,651 and adopt the resolution to assess and submit assessments to the County as approved in the budget. Marvin Nail seconded. Motion carried unanimously.
  
- II. **Water System – Tank Replacement / Customer Issues** –
  - a. Delinquent Accounts / Shut Offs – No issues.
  - b. Customer Billing Concerns –
    - i. Requests for taps on the water system – Research WWDC Level I Study and WARWS assistance – Mike Zmudzinski reported that he has contacted several attorneys, and the ones who call him back aren't interested in representing the District and some attorneys won't return his calls. WLC Engineering did a Level II study on the Freedom Hills water system in 2013, and Mike Zmudzinski contacted WLC Engineering about the following two requests, and hopes to hear back from them soon.
      - 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.
  - c. Water System / Meter Reading / Billing and Usage Reports Review – The water system information and Water Guy reports were reviewed.
  - d. Regional Water Connection – DRM is pretty much done in the Freedom Hills area. They will finish hopefully within the next month or so. They still have to bore under the railroad tracks which should be done after July 14<sup>th</sup>.
  - e. Bid from Water Guy for wiring in the electrical for the control valve of the regional water connection to the water system control – Mike Zmudzinski will contact Water Guy regarding the bid.
  
- III. **Minutes** – Mike Zmudzinski moved to approve the minutes for the May 19, 2025 meeting. Marvin Nail seconded. Motion carried unanimously. Minutes are posted online at [www.catheyconsulting.net](http://www.catheyconsulting.net). Mike Zmudzinski moved to correct the April 21, 2025, minutes under the Open to the Public section – when burning anything at your property, call the County Sheriff's Office (not the Fire Department) to let them know what you are planning and when you will be burning and about how long it will be burning. Marvin Nail seconded. Motion carried unanimously.
  
- IV. **Treasurer's Report** – The Treasurer's Report and financial information were reviewed. There was discussion on the billing from PCA Engineering. Mike Zmudzinski moved to accept the treasurer's report, pay the bills as presented (and listed below) and transfer \$60,000.00 from the money market to checking account. Wally Wilson seconded. Motion carried unanimously.

**Reserves Account Balance From Last Meeting Minutes**

**\$285,287.78**

05/31/25 Interest \$242.30  
**First Northern Bank Reserves Account Ending Balance: \$285,530.08**

**Money Market Account Balance From Last Meeting Minutes \$82,377.04**

5/1-5/19/25 Water Deposits \$1,860.00  
 05/10/25 Assessments Deposit \$15,328.30

Adjusted Balance Forward: \$99,565.34

5/20-5/31/25 Water Deposits \$315.05  
 5/28/25 Ck# 146 – Transfer to Checking for Simon bill \$21,000.00

05/31/25 Interest \$83.92  
 06/05/25 Xpress Bill Pay Deposit \$5,406.02

06/10/25 Assessments Deposit \$62,897.99  
**First Northern Bank Money Market Account Start of Meeting: \$147,268.32\***

06/16/25 Ck# 147 – Transfer to Checking \$60,000.00  
**First Northern Bank Money Market Account Ending Balance: \$87,268.32\***

*\*Does not reflect weekly water payments/deposits from the first of the month through the meeting date.*

**Checking Account Balance From Last Meeting Minutes \$12,460.97**

5/28/25 Transfer from Money Market \$21,000.00

05/28/25 Ck# 1395 – Simon Contractors 651.13 tons of crushed asphalt delivered \$21,682.65

**Bills Paid At This Meeting:**

Ck#	Vendor	Purpose	Amount
AUTO	Powder River Energy 5/1-6/1/25	Acct 1590226 Well #1 \$850.52	\$1,142.15
		Acct 1590427 – Well #2 \$242.05	
		Acct 2459426 – Entrance \$49.58	
AUTO	Powder River Energy 5/1-6/1/25	Acct 12277400 – Mailboxes/Community Bldg.	\$82.30
1396	Cathey Consulting, LLC	Inv. 8131 – May, 2025 Adm./Books/Compliance	\$1,050.00
1397	Energy Laboratories, Inc.	Inv. 712176 – Water Testing	\$63.00
1398	First Northern Bank of Wyoming	Loan payment	\$1,545.33
1399	Hawkins	Inv. 7067134 – Chlorine	\$20.00
1400	Kieffer Sanitation	Inv. 4808718T020 – Garbage Rem. 5/1-5/31/25	\$3,069.90
1401	News-Record	Inv. 43074 – Budget hearing legal ad	\$87.10
1402	PCA Engineering	Inv. 24250 – Engineering / Mallard 3/30-5/3/25	\$2,802.89
1403	Schrank Grading Services	Inv. 141 – 24 T J-base & hauling (480 tons total), water, blade and shape roads, ditch, roller	\$45,550.00
1404	Water Guy, LLC	Inv. 2025-531 – May Oper./Meters./Billing/ \$2,292.75	\$4,055.25
		Inv. 2025-492 – Bounced check thru Xpress bill pay \$18.75	
		Inv. 2025-588 – Locates 4/1-4/30/25	\$1,162.50
		Inv. 2025-611 – Bounced checks thru Xpress bill pay \$56.25	
		Inv. 2025-631 – Locates 5/2-5/28/25	\$525.00
<b>TOTAL BILLS PAID:</b>			<b>\$59,467.92</b>

Transfer from Money Market Account: \$60,000.00  
**Checking Account Balance End of Meeting: \$12,310.40**  
**Receivables Balance end of prior month: \$25,348.28 (assessments and water billing)**

**V. 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). Invoices to date \$5,459.60.
- 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 \$10,025.00  
 & Bluebird/Partridge intersection  
 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
Simon Contractors – 651.13 tons crushed asphalt deliv.	\$21,682.65
Schrank Grading – Inv. 141 24 tons j-base, road wk.	\$45,550.00
PCA Engineering Inv. 2250 3/30-5/3/25 Eng./Mallard	\$2,802.89
TOTAL:	\$95,564.25
Amount Remaining:	\$17,645.87

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.) Schrank Grading \$27,450
- Total invoices – Simon Contractors \$21,682.63 and Schrank Grading Services \$45,550 = \$67,232.63. Grant request for \$15,998.13 was reviewed and signed. Paperwork was completed to close out the grant.

Reggie Schrank reported that Quality Agg has informed him that the cost of J-Base will be going up after the first of June.

There was discussion on the bidding process and getting bids in writing and having contractors submit bids in a closed envelope and then open bids at a meeting.

Concerns were expressed about school buses, UPS, and FedEx that are speeding on the roads. Everyone is encouraged to call these organizations to express their concerns.

There was discussion on making a plan for next year – Roto-mill or J-base. There are areas that need more rock. There are areas where the ditch is higher than the road. There is a stretch of road that doesn't have any material. There was discussion on the roto-mill. If there is no gravel on the road, J-base needs to be put down before roto-mill is put down. Pulling the sides in on the roads will pull in sod and large rock as well as the other rock that is in the ditches.

Reggie Schrank reported that the manhole covers (installed for the regional water line) need to be permanently marked. There are five total. The one on the top of the hill next to the water tank was hooked with the blade, but it didn't damage it. There was also a valve box about two inches below the surface. The manholes are set too high to crown the road. Mike Zmudzinski will contact Justin Starck with HDR Engineering to see if anything can be done.

- b. Volunteers to help shovel snow and/or mow grass around the mailboxes and water tank – Thank you to everyone that helps with mowing and keeping these areas clear.
- c. There was discussion on having a simple agreements for people who use the community building, basically a simple form saying that they will be responsible for any damages. Someone should check the building after it has been used. Wally Wilson will draft an agreement.

## VI. New Business

- a. Mike Zmudzinski moved to designate First Northern Bank as the official depository for 7/1/25 – 6/30/26. Marvin Nail seconded. Motion carried unanimously.
- b. Board members reviewed and signed the Public Records Notice to be submitted to the County reporting that the District's records are stored at the office of Cathey Consulting.
- c. Open to the Public – No additional public comment.

VII. Next meeting dates and location – **MONDAY, JULY 21, 2025, 7:00 p.m.** (REGULAR MEETING) at the Freedom Hills Community Building at 12 Chickadee.

**Upcoming Meetings – 3<sup>rd</sup> Monday each month**

2025 Meetings:

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.**

VIII. Adjournment – Mike Zmudzinski adjourned the meeting at 7:57 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 20<sup>TH</sup> OF EACH MONTH. \$25 LATE FEES ARE APPLIED TO ANY ACCOUNT WHEN THE PAYMENT HAS NOT BEEN RECEIVED IN FULL BY THE 20<sup>TH</sup>.


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 W. Wilson  
\_\_\_\_\_  
Printed Name

7-21-25  
\_\_\_\_\_  
Date

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

**Budget - Freedom Hills ISD - 7/1/25 - 6/30/26**

Budget Hearing: Monday, June 16, 2025, 7:00 p.m. at the Freedom Hills Community Center / PO Box 4432, Gillette, WY 82717

	Actual (\$32)			Budget		Budget
	7/1/23 - 6/30/24	7/1/24 - 6/30/25	7/1/24 - 6/30/25	7/1/24 - 6/30/25	7/1/25 - 6/30/26	
<b>Revenue</b>						
Assessments \$1,254.52 X 159	199,469	199,468	199,469	199,469	199,469	
Assessments - Interest	1,066	1,000	1,000	1,000	1,000	
Customer and other Billing (\$45 + \$3.01/1,000 over 13,000 gal./mo.)	98,336	112,862	98,336	94,210	112,862	
Grants	27,804	50,000	27,804	15,998	25,000	
Interest from Bank	3,610	1,600	3,610	3,780	3,500	
Other revenue (capital credits, etc.)						
<b>TOTAL REVENUE</b>	<b>330,285</b>	<b>364,930</b>	<b>330,285</b>	<b>315,052</b>	<b>341,831</b>	
<b>TOTAL REVENUE PLUS CASH CARRYOVER</b>	<b>535,057</b>	<b>490,432</b>	<b>535,057</b>	<b>474,233</b>	<b>438,651</b>	
<b>Expenditures</b>						
Capital Expenditures						
Administrative	72,674		72,674	10,384		
Operations - Community Building	7,596	8,715	7,596	6,750	9,345	
Operations - Garbage	1,374	5,553	1,374	1,620	5,553	
Operations - Roads (\$60,000 annual + \$17,645 from 25/26 FY 6/12/25)	36,401	37,949	36,401	36,838	37,949	
Operations - Roads paid for by grant (budget)	6,790	113,210	6,790	95,564	77,645	
Operations - Water		50,000			25,000	
Operations - Water / To Reserves	63,835	74,789	63,835	68,328	89,099	
Operations - Cash Carryover		38,073		38,073		
Indirect		65,904			58,003	
Debt Principal (Total loan payments \$89,133.87 per year)	8,016	7,105	8,016	8,853	8,850	
Interest	109,221	75,000	109,221	75,000	75,000	
	21,093	14,134	21,093	14,134	14,134	
<b>TOTAL EXPENDITURES</b>	<b>327,000</b>	<b>490,432</b>	<b>327,000</b>	<b>355,544</b>	<b>438,651</b>	
<b>Receivables Start of FY</b>	<b>19,430</b>		<b>19,430</b>	<b>23,033</b>		
<b>Payables Balance Start of FY</b>	<b>22,377</b>		<b>22,377</b>	<b>9,966</b>		
<b>BEGINNING OF FISCAL YEAR BALANCES</b>						
		<b>6/30/2023</b>		<b>6/30/2024</b>	<b>6/30/25 (EST)</b>	
<b>GENERAL FUNDS</b>						
RESERVES BALANCES		204,772		125,502	96,820	
		204,868		244,473	285,000	
		409,640		369,975	381,820	
<b>TOTAL FUNDS BEGINNING OF YEAR</b>						
		23,033				
Receivables Balance End of FY		9,966				
Payables Balance End of FY		4,943				
Undeposited Funds (Xpress)		12,358		4,943		
Beginning of year accts. Receivable Unbilled		24				
Prepaid Insurance (difference)		404,302		381,820		
End of Year Bank Balance						
				118,689	0	
<b>Net per year (Revenue minus Expenses)</b>						
Reserves start of year		204,868		244,473	285,000	
3/18/24 - \$38,073 committed to reserves.		52,253		38,073	38,073	
Reserves end of year		12,000				
		245,121		282,546	323,073	

**Budget Message:** The District manages the water system, roads, garbage collection and community building / mailboxes shelter. The District funds a reserves account for the long term needs of the water system and the community building. The total each lot pays is \$1,794.54 which is approximately \$149.54 per month, which is for water, roads, garbage collection, and the community building/mailbox shelter. Water overages are billed at \$3.01 per 1,000 gallons used over 13,000 gallons each month.

*Mike S. Zundquist*  
Board Member Signature

*[Signature]*  
Board Member Signature

Directors: Mike Zmudzinski (Pres.) and Marvin Nail (Vice Pres.) term end Mar., 2026 / Michael (Wally) Wilson (Sec./Treas.) term ends Mar., 2028  
Meetings are generally the third Monday of each month at 7:00 p.m. at the Freedom Hills Community Building (12 Chickadees, Gillette)  
Records are stored at 400 S Gillette Ave, Suite 106, Gillette.