

**Meadow Springs Improvement & Service District
Regular Meeting
MINUTES**

Thursday, June 12, 2025, 6:30 p.m.

Office of Cathey Consulting, 400 S Gillette Avenue, Suite 106, Gillette, Wyoming

BOARD MEMBERS PRESENT: Aaron Johnson, Jennifer Zmiewski, Mike Zmiewski

OTHERS PRESENT: Helenanne Cathey

Mike Zmiewski called the meeting to order at 6:35 p.m.

I. Minutes Approval – Aaron Johnson moved to approve the May 8, 2025, regular meeting minutes as presented. Jennifer Zmiewski seconded. Motion carried unanimously.

II. Treasurer’s Report – The financial information was reviewed. Jennifer Zmiewski moved to accept the Treasurer’s Report, pay bills as presented (listed below), and sign bank statements. Aaron Johnson seconded. Motion carried unanimously.

Money Market (Savings) Account Balance From last Meeting:	\$22,487.41
04/30/25 Interest	\$0.22
05/31/25 Interest	\$0.18
BALANCE IN SAVINGS ACCOUNT PRIOR TO MEETING:	\$22,487.81

Checking Account Balance From last Meeting:	\$4,038.21
Deposits / Other Account Activity:	
5/1-5/8/25 Deposits – Water	\$0
Adjusted Balance Forward:	\$4,038.21
5/9-5/31/25 Deposits – Water	\$680.00
05/31/25 Bank Service Charge	-\$2.00
06/05/25 Deposit – Xpress Bill Pay	\$765.00
Checking Account Balance Prior to Bills:	\$5,481.21*

BILLS PAID AT MEETING:

CHECK #	Vendor	Purpose	Amount
AUTO	Powder River Energy	Acct 3260827 Electricity 5/1-6/1/25	\$161.12
1931	Cathey Consulting	Inv. 8137 – May, 2025 adm./bks/postage	\$393.75
1932	Energy Laboratories	Inv. 712177 – Water testing	\$63.00
1933	Water Guy	Inv. 2025-542 – May Water Operator/ Billing \$729.30	\$888.57
		Inv. 2025-634 – Locate 5/14/25	\$84.27
		Inv. 2025-597 Locate 4/18/25	\$75.00
TOTAL			\$1,506.44
ENDING BALANCE IN CHECKING ACCOUNT AFTER BILLS:			\$3,974.77*

**Bank Balance reflects payments/deposits through the end of the prior month.*

III. Well / Water Report – The water and electricity usages were reviewed. There was discussion on the regional water connection. The regional connection is mostly done for Meadow Springs, but we don’t know when water will be available from the regional system as there are parts of the line that haven’t been completed yet.

One new tap is now being billed – Craig Adels had approached the Board on November 12, 2020, and asked to activate their second tap that had been approved by John Melgaard when he bought the property 20 years prior to that. The Board approved a reduced tap fee of \$1,500 to cover the meter and meter pit costs. The tap fee has not been received. Mike Zmiewski will contact the property owner regarding the tap fee.

IV. Unfinished Business
a. Water System Projects –

- i. Water Guy will tie in the new control valve for regional water to the District's water system and replace the PSI switch for the pressure pump.
 - ii. On hold for now: Well / Pumphouse – Add more insulation (spray) to walls & top of the bldg.
 - iii. Meters and Electronic Radio Transmitters (ERTs) - Project estimate \$7,546.16 with \$2,490.23 grant request (33% of the project cost because it's related to regional water connection). The County grant was approved for the installation of meters and ERTs for 16 taps. There are 19 total taps on the water system and 3 already have meters and ERTs. Water Guy has installed all of the meters. No bill has been received yet. They will start reading around the 23rd of the month and will include usage on the bills, although usage won't be billed this month. Ag taps will be charged the \$7.50 fee that the District is billed from the City when they don't use water, and if they use water they will be charged the regular base rate plus usage.
 - iv. Lead / Service Line Inventory – Waiting for pictures from one property.
- b. Budget for 7/1/25 – 6/30/26 – The proposed budget was approved in May. The final budget will be reviewed and adopted at the July 10, 2025, budget hearing and regular meeting.

V. **New Business**

- a. None

VI. **Next Regular Meeting: Thursday, July 10, 2025, 6:30 p.m. (Budget Hearing and Regular Meeting)** at the office of Cathey Consulting at 400 South Gillette Avenue, Suite 106 (K² Technologies Building – Entrance is on 4th Street), Gillette.

Meetings are generally the second Thursday of the month at 6:30 p.m. However, meeting dates may be changed to accommodate Board member schedules.

2025 meetings:

Thurs., July 10, 2025, 6:30 p.m. / Thurs., Aug. 14, 2025, 6:30 p.m. / Thurs., Sep. 11, 2025, 6:30 p.m.
 Thurs., Oct. 9, 2025, 6:30 p.m. / Thurs., Nov. 13, 2025, 6:30 p.m. / Thurs., Dec. 11, 2025, 6:30 p.m.

VII. **Adjourn:** Mike Zmiewski adjourned the meeting at 7:06 p.m.

NOTES:

- a. When the red flashing light comes on, it indicates the pump has stopped. CALL A BOARD MEMBER.
- b. Homeowner payments must be received no later than 5:00 p.m. the 20th of the month to avoid the \$20 late fee and possible disruption of service. Payments can be delivered to the office of Water Guy 512 WY-50.
- c. Check out Water Guy's Facebook page for information regarding water system issues. They will post information there when they are working on projects and when they are having issues with water systems. Go to www.wateryuywyoming.com for a link and for other information.

Respectfully submitted,
 Helenanne Cathey, Assistant to the Board



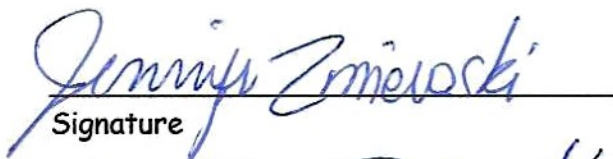
 Signature

Aaron Johnson

 Printed Name

7-10-25

 Date



 Signature

Jennifer Zmiewski

 Printed Name

7-10-25

 Date