

**MCKENNEY IMPROVEMENT & SERVICE DISTRICT**

(PO Box 1113, Gillette, WY 82717)

**REGULAR MEETING MINUTES**

**Thursday, July 24, 2025, 4:00 P.M.**

**400 South Gillette Avenue, Suite 106 (Office of Cathey Consulting, LLC)**

Board Members Present: Bob Maul, Deb Shaw  
Board Members Not Present: Zach Poitra  
Others Present: Helenanne Cathey

Bob Maul called the meeting to order at 4:05 p.m.

- I. **Minutes Approval** – Deb Shaw moved to approve the minutes for the June 26, 2025, budget hearing and regular meeting as written. Bob Maul seconded. Motion carried unanimously.
- II. **Treasurer’s Report Acceptance / Bills** – The bills and financial reporting were reviewed. Deb Shaw moved to accept the Treasurer’s Report and pay bills as presented. Bob Maul seconded. Motion carried unanimously. The bank statements were reviewed and signed. Accounts receivable balances and reports from Water Guy were reviewed.

<b>Bank Balance End of Previous Meeting:</b>		<b>\$48,342.85</b>
6/1-6/26/25	Deposits – Water Guy	\$162.00
Adjusted Balance Forward:		\$48,504.85
6/27-6/30/25	Deposits – Water Guy	\$0
06/30/25	Interest	\$18.29
07/05/25	Deposit – Xpress bill pay	\$1,319.42
07/10/25	Deposit – Assessments	\$204.64

**Bank Balance Prior to Start of Meeting: \$50,047.20**

Bills paid:

Ck#	Payee	Description	Amount
AUTO	City of Gillette	No invoice yet.	
1873	Cathey Consulting	Inv. 8181 – June Admin./Books/Compl/Postage	\$393.75
1874	Water Guy	Inv. 2025-693 – June monthly billing	\$289.48
Total Bills Paid:			\$683.23

**Bank Balance After These Bills: \$49,363.97**

*\*Bank Balance does not include Water Guy deposits between start of month and meeting date except for the Xpress bill pay deposit.*

- III. **Water System Review** – Water system usage and billing were reviewed.
- IV. **Unfinished Business**
  - a. Water line moved to Kelly Reynolds / Petition to enlarge the District – This should be installed soon.
  - b. Roads – Grant application for road work – extending culverts and putting in additional culverts where needed. A scope of work will be developed for getting bids for road improvements. Bob Maul has talked to the County to ensure the District’s road project will follow the County’s requirements. They require a minimum of 20’, but the consensus is 22’ to 24’ would be better because of the number of horse trailers that travel the road.
  - c. Ditches were mowed by several people.
  - d. Dave Shannon was contacted about blading the road.
- V. **New Business**
  - a. There was discussion on a trailer that has been set up on a lot. The landowner where the trailer is located (2654 PJ) said that the trailer is only going to be there for a few months and has said they would pay an additional amount while the trailer is there. There is another property that has additional living units set up, and some of those are long-term. The consensus is to consider assessing an additional amount for each additional long-term living unit (6 months) on each property

that is not on a separate water meter and paying the monthly HOA fee. In other words, if a property has one home and a trailer that is a long-term living unit for someone else, and there is only one water meter on the property and one HOA fee being paid, then the assessment will be twice the regular assessment (the base assessment for the one home and an additional assessment for the other living unit). The landowner with the temporary trailer currently parked at his property will be contacted about paying \$30 a month for the temporary trailer set up on his lot.

**VI. Next Regular Meeting: Thursday, August 28, 2025, 4:00 p.m. at the office of Cathey Consulting (400 S Gillette Avenue, Suite 106, Gillette). The District holds regular monthly meetings, generally on the fourth Thursday of each month at 4:00 p.m.**

**2025 MEETINGS:**

Thurs., Aug. 28, 2025, 4:00 p.m.

Thurs., Sep. 25, 2025, 4:00 p.m.

Thurs., Oct. 23, 2025, 4:00 p.m.

Thurs., Nov. 20, 2025, 4:00 p.m.\*

Thurs., Dec. 18, 2025, 4:00 p.m.\*

**Generally, the fourth Thursday of each month**


*\*November and December meetings are moved to the third Thursday of the month instead of the fourth Thursday due to holidays.*

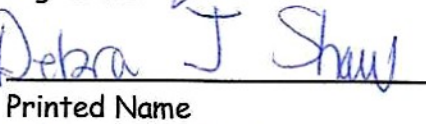
**NOTES:**

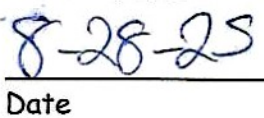
- Landowners need to move equipment and any other items out of the road right-of-way so that the District can work on ditches and roads as needed.
- There should be no shooting of guns in the Improvement and Service District and for safety reasons within a half a mile of the District in any direction.


Deb Shaw moved to adjourn the meeting. Bob Maul seconded. The meeting was adjourned at 4:31 p.m.


Respectfully submitted,  
Hélénanne Cathey, Assistant to the Board

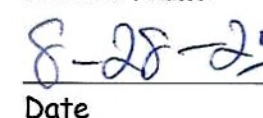
  
\_\_\_\_\_  
Signature

  
\_\_\_\_\_  
Printed Name

  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Signature

  
\_\_\_\_\_  
Printed Name

  
\_\_\_\_\_  
Date

Robert (Bob) Maul, President / Zachary (Zach) Poitra, Vice President / Deb Shaw, Secretary/Treasurer