

**EIGHT MILE IMPROVEMENT & SERVICE DISTRICT
REGULAR MEETING MINUTES
MONDAY, JULY 21, 2025, 4:00 P.M.
400 SOUTH GILLETTE AVENUE, SUITE 106, GILLETTE**

BOARD MEMBERS PRESENT: Alan Clark (by phone), Jay Gomez, Jeremy Torrez (by phone)
OTHERS PRESENT: Helenanne Cathey, Duaine Faucett

Jay Gomez called the meeting to order at 4:00 p.m.

- I. **Minutes** – Alan Clark moved to approve the minutes from the June 16, 2025, budget hearing and regular meeting. Jeremy Torrez seconded. Motion carried unanimously.
- II. **Treasurer’s Report** – The Treasurer’s Report and financial information were reviewed. Alan Clark moved to accept the Treasurer’s Report and pay bills as presented. Jay Gomez seconded. Motion carried unanimously.

WYOSTAR ACCOUNT (RESERVES)

BALANCE FORWARD		\$43,918.24
05/31/25	Interest	\$150.46
06/30/25	Interest	\$147.27
ENDING BALANCE:		\$44,215.97

CHECKING ACCOUNT

BALANCE FORWARD FROM LAST MEETING:		\$40,324.85
Correction to Powder River Energy Bill – last meeting	\$0.40	
minutes showed \$591.97, but the actual amount was \$591.57. (Auto deduction)		
Adjusted Balance Forward:		\$40,325.25
06/19/25	Ck# 2254 – NAPA Quote for Battery for speed monitor	\$283.98
06/30/25	Interest	\$0.34
07/05/25	Deposit – Xpress bill pay	\$130.12
07/10/25	Deposit – Collins	\$175.00
BALANCE PRIOR TO MEETING:		\$40,346.73*

Bills Paid:

<u>Ck#</u>	<u>Payee – Purpose</u>		<u>Amount</u>
AUTO	City of Gillette	Inv. 2094249–Regional water 6/1-7/1/25 0 gal.	\$240.00
AUTO	Powder River Energy	Acct 2245526 6/1-7/1/25 electricity	\$699.11
2255	Cathey Consulting, LLC	Inv. 8174 – June books/admin./compliance	\$472.50
2256	Energy Laboratories, Inc.	Inv. 714990 – Annual water quality report	\$125.00
2257	Hawkins, Inc.	Inv. 7099839 – Chlorine \$30.00	\$60.00
		Inv. 7132117 – Chlorine \$30.00	
2258	State Lands & Investments	Loan Payment	\$16,733.57
2259	Water Guy	Inv. 2025-676 – Collected generator data for	\$2,025.20
		Repair company / well meter not working	
		Correctly – replace combination air valve	
		\$272.10	
		Inv. 2025-675 – June Water Op./Meters/	
		Billing \$1,034.30	
		Inv. 2025-762 – Replaced meters at 39 Franklin	
		& 44 Franklin \$718.80	

TOTAL: \$20,355.38
BALANCE AFTER TREASURER’S REPORT AND BILLS APPROVED: **\$19,991.35***

**Balance reflects water billing deposits through the end of the prior month but not from the start of the month through the current date.*

Receivables Balance were reviewed.

III. Water System / Well Update – The water system information was reviewed. Duaine Faucett provided an update. Jay Gomez’s meter was changed out, and one in High Plains will be changed out tomorrow. They will also try to do the hydrant tomorrow. The divers are scheduled. They will mow in the next week or two. Pressure was turned down on 432 Force Road.

- a. **Water Meters** – Meter readings were reviewed.
 - 1. 44 Franklin – An invoice was received for the replacement meter for this address.
 - 2. 13 Franklin / concerns with usage (higher than expected) – There was discussion. Alan Clark is concerned that the meter is registering more water than they are using. Do they have a leak? Water Guy has changed the meter and investigated. This will be removed from the agenda.
- b. **Old water tank**
 - 1) The old tank serves as a wall for the pump house – since the tank will be empty, it will not provide insulation for the pump house so insulation will need to be put up on the tank wall. The Board will look into quotes for this work.
 - 2) Repairs to the roof so the tank can be used for storage (Roof needs to be stabilized before the old tank can be used for storage) – Jeremy Torrez contacted Greg’s Welding, and they will be looking at it in the near future.
 - 3) A door will need to be added to the old tank in order to use it for storage. The Board will ask Greg’s Welding to provide a quote to put in a doorway.
- c. **Water tank cleaning** – Jay Gomez moved to have the water tank cleaned and approve the bid from Water Guy and Midco. Jeremy Gomez seconded. Motion carried unanimously. A County grant was approved July 1st.
- d. **Fire pump leaking and needs to be repaired** – When Greg’s Welding is out to look at the tank roof, maybe they can look at this leak.
- e. **Generator needs to be repaired** – Duaine Faucett reported that they are trying to get parts coming.
- f. **Lead Rule / Service Lines Inventory** – No update.
- g. **Flushing hydrant by 432 Force Road to be repaired or replaced** – Duaine Faucett reported that they will be working on this in the near future.
- h. **Insurance claim** – Jay Gomez reported that he talked to the insurance agent, and the insurance company is waiting for information from Majors.

IV. Unfinished Business

- a. Concerns were expressed about the tall grass around a property. The County recommended that the Board file a complaint with the County, and the County should be able to do something.
- b. **Speed monitor** – The speed monitor was repaired and is in place.
- c. **Speed limit signs at City’s warehouse facility** – No update.
- d. **Road work (Blade and Mag Chloride)** – County grant was approved on 5/6/25 for blading and dust control. Project estimate \$9,814.00 / Grant (25% and 33%) \$3,093.38. Jay Gomez reported that the roads should be bladed and dust control added in the near future. There are some drainage issues that will be addressed by the contractor (crown in the road and material pulled from the sides). \$1,620 is the estimate from the contractor.

V. New Business

- a. **Liberty Mutual not renewing policy** (letters and e-mail “they are no longer insuring policies with only vacant land”) – Jay Gomez contacted Lexie with Liberty Mutual. Liberty Mutual sent a letter stating that they will not renew the District’s insurance policy because of vacant properties. It is unclear exactly what the insurance company is talking about. Jay Gomez will talk to the insurance agent and try to get the issues resolved.
- b. **Director election (March 17, 2026 – 2 directors for 4 years and 1 director for the remaining 2 years of a 4-year term)** – The following legal ad will run in the Gillette News-Record on November 25, 2025:

NOTICE OF DIRECTOR ELECTION
EIGHT MILE IMPROVEMENT & SERVICE DISTRICT
CAMPBELL COUNTY, WYOMING

Public Notice is hereby given that on Tuesday, March 17, 2026, an election shall be held for the purpose of electing two Directors to serve four (4) year terms and one Director to serve the remaining two years of a four (4) year term on the Board of the Eight Mile Improvement & Service District. The election shall be conducted by mail ballot, and anyone entitled to vote shall receive a ballot with a return envelope stating the date and time the ballot must physically be in the hands of the elected official. A polling place will be available at Cathey Consulting, 400 South Gillette Avenue, Suite 106, Gillette, on Tuesday, March 17, 2026, between 9:00 a.m. and 2:00 p.m.

Any qualified elector may run for Director by filing an application for election with the Secretary of the District or with Cathey Consulting (address listed above) between December 17, 2025, and January 6, 2026. The application is available from the office of Cathey Consulting (307-685-8235) or online at www.catheyconsulting.net – click on Election Documents. A qualified elector means a person who is an owner of land within the district, or the person holding record fee title to real property, or a registered voter of the District.

Alan Clark, Secretary/Treasurer / Filing Officer
Eight Mile Improvement & Service District

Jay Gomez adjourned the meeting at 4:26 p.m.

Next Meeting: Monday, August 18, 2025, 4:00 p.m.

The District holds regular monthly meetings. The next regular meeting date is included in the meeting minutes for each meeting.

2025 Meeting Dates:

Mon., Aug. 18, 2025, 4:00 p.m./Mon., Sept. 15, 2025, 4:00 p.m.

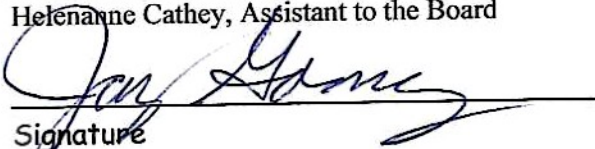
Mon., Oct. 20, 2025, 4:00 p.m./Mon., Nov. 17, 2025, 4:00 p.m./Mon. Dec. 15, 2025, 4:00 p.m.

A reminder to drivers of the 20 mph speed limit on the roads. If you see anyone speeding, call in the vehicle description to the Campbell County Sheriff's office at 682-7271. They will investigate it.

Only the board members of the District have the authorization to direct the County on road work in the District. Any issues or concerns about activities of the District or road grading by the County should be directed to the board of directors. Homeowners are not authorized to be contacting the County to direct activities for the District.

UNLESS OTHERWISE INDICATED, MEETINGS ARE HELD AT THE OFFICE OF CATHEY CONSULTING AT 400 SOUTH GILLETTE AVENUE, SUITE 106, GILLETTE, WYOMING (K² TECHNOLOGIES BUILDING – USE ENTRANCE ON 4TH STREET).

Respectfully submitted,
Helenanne Cathey, Assistant to the Board


Signature

Jay Gomez
Printed Name

9-15-2025
Date


Signature

Jeremy Torres
Printed Name

9-15-2025
Date

Ronald J. Gomez, President / Alan Clark, Secretary/Treasurer / Jeremy Torres, Director