

Freedom Hills Improvement & Service District
Regular Meeting Minutes
Monday, August 18, 2025, 7:00 p.m.
Freedom Hills Community Building, 12 Chickadee, Gillette
E-mail: freedomhillswy@gmail.com
www.catheyconsulting.net - Click on Freedom Hills

BOARD MEMBERS PRESENT: Marvin Nail, Wally Wilson, Michael Zmudzinski
OTHERS PRESENT: Helenanne Cathey, Gail Wilson, Arlene Simons, Doug Powers,
Patsy Sowers, Brad Morrison, Cheryl Morrison

Mike Zmudzinski called the meeting to order at 7:00 p.m.

- I. Water System – Tank Replacement / Customer Issues –**
- a. Delinquent Accounts / Shut Offs – Reports were reviewed.
 - b. Customer Billing Concerns –
 - i. An e-mail was received from Water Guy requesting that the late fee for 12 Kingfisher Road be written off. The account history was reviewed, and there have been no late fees in the past year. Mike Zmudzinski moved to write off the late fee on the account. Marvin Nail seconded. Motion carried unanimously.
 - ii. Requests for taps on the water system – Research WWDC Level I Study and WARWS assistance – 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. Mike Zmudzinski reported that the engineer at WLC has decided he is not interested in working for the District on this project (they got too busy). Justin Starck from HDR Engineering, who has done work for the District, is looking at the study that was done and is reviewing the requests. Mike Zmudzinski hopes to hear back from Justin Starck this week.
 - 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. Usages were reviewed and discussed. Mike Zmudzinski reported that 1 D Court showed 0 usage on the meter reading report so he contacted Water Guy to have them look at the meter because someone is living there.
 - d. Regional Water Connection – Mike Zmudzinski reported that the regional line should be done in three to four weeks. He talked to Shane at DRM about cleaning some things up. They should be cleaning up when they are done.
 - e. Water Guy to wire in the electrical for the control valve of the regional water connection to the water system control (approved at July 21, 2025 meeting) – Mike Zmudzinski talked to Water Guy, and they will get this done. Water Guy fixed the leak at a hydrant on Meadowlark.
- II. Minutes –** Mike Zmudzinski moved to approve the minutes for the July 21, 2025 regular meeting. Wally Wilson 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) and transfer \$11,000.00 from the money market to checking account. Wally Wilson seconded. Motion carried unanimously.

Reserves Account Balance From Last Meeting Minutes	\$285,764.76
07/31/25 Interest	\$242.71
First Northern Bank Reserves Account Ending Balance:	\$286,007.47
Money Market Account Balance From Last Meeting Minutes	\$105,997.44
7/1-7/21/25 Water Deposits	\$1,729.56
Adjusted Balance Forward:	\$107,727.00
7/22-7/31/25 Water Deposits	\$927.04
07/31/25 Interest	\$91.56

08/05/25	Xpress Bill Pay Deposit	\$5,598.09	
08/10/25	Assessments Deposit	\$7,260.85	
First Northern Bank Money Market Account Start of Meeting:			\$121,604.54*
Ck# 149	– Transfer to Checking	\$11,000.00	
First Northern Bank Money Market Account Ending Balance:			\$110,604.54*

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

Checking Account Balance From Last Meeting Minutes **\$12,594.84**

Bills Paid At This Meeting:

<u>Ck#</u>	<u>Vendor</u>	<u>Purpose</u>	<u>Amount</u>
AUTO	Powder River Energy 7/1-8/1/25	Acct 1590226 Well #1 \$967.82	\$1,405.12
		Acct 1590427 – Well #2 \$387.72	
		Acct 2459426 – Entrance \$49.58	
AUTO	Powder River Energy 7/1-8/1/25	Acct 12277400 – Mailboxes/Community Bldg.	\$46.59
1412	Cathey Consulting, LLC	Inv. 8224 – July, 2025 Adm./Books/Compliance	\$1,100.00
1413	First Northern Bank of Wyoming	Loan payment	\$1,545.33
1414	Hawkins	Inv. 7137017 – Chlorine	\$454.50
1415	Kieffer Sanitation	Inv. 4851642T020 – Garbage Rem. 7/1-7/31/25	\$3,069.90
1416	PCA Engineering	Inv. 24401 – Engineering / Mallard 7/1-8/2/25	\$930.00
1417	Water Guy, LLC	Inv. 2025-815 – July Oper./Meters./Billing/ \$2,292.75	\$2,851.18
		Inv. 2025-866 – Locates – June \$520.93	
		Inv. 2025-769 – Bounced check \$18.75	
		Inv. 2025-779 – Bounced check \$18.75	
TOTAL BILLS PAID:			\$11,402.62
Transfer from Money Market Account:		\$11,000.00	
Checking Account Balance End of Meeting:			\$12,192.22
Receivables Balance: \$219,922.55 (assessments – including 2025 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). Invoices to date \$7,214.60. Mike Zmudzinski reported that he talked to PCA Engineering. They are finishing up on the assessment of the roads. Mike Zmudzinski will follow up with PCA Engineering again.
- 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
- iii. **Road Work for the Fiscal Year (7/1/25 – 6/30/26) (Annual Budget-Roads):**
\$16,820.87 rolled over from 7/1/24-6/30/25 FY + \$15,998.13 (County Grant Reimbursement) + \$60,000.00 (Annual) = **\$92,819.00 Budget for the Year**

Road Expenses:

PCA Engineering Inv. 24401 7/1-8/2/25 Eng./Mallard	\$930.00	
TOTAL:	\$930.00	
Amount Remaining:		\$91,889.00

There was discussion on road work this fall. There are spots that are pretty rough. Any big projects will need to wait until spring. There was discussion on blading the roads this fall and pulling the rock in from the sides. A suggestion was made to call the County to mow the sides of the roads. The consensus is to not touch the road that has the crushed asphalt on it. The scope for the last project was reviewed. It included a crown of 4% to 6% with finished roads 22' wide. Doug Powers will request a bid from someone he knows in Upton and have the contractor contact Marvin Nail. Marvin Nail and Wally Wilson will contact contractors for quotes for road work this fall.

C & T Mechanics contacted Wally Wilson about providing snow removal services. He requested a price / equipment list. There was discussion on having a standard for when a contractor is called out to provide snow removal. Wally Wilson and Mike Zmudzinski will contact contractors for snow removal bids.

- iv. Street signs put up – A number of signs are in the Community building ready for installation. Anyone who can help is asked to contact a Board member. No update.

- b. Director Election (March 17, 2026 – Nail, Zmudzinski – 4 year terms) – The first legal ad is scheduled to run in the Gillette News-Record on November 25, 2025. Applications to be on the ballot are due between December 17, 2025 and January 6, 2026.
- c. The self-audit and annual reports are not complete yet.
- d. Insurance Adjustor to evaluate the community building to see if there is damage on the building from the last big hail / wind storm (discussion July, 2025) – Mike Zmudzinski will contact the insurance company.
- e. 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.

V. **New Business**

- a. Open to the Public – No other discussion.

VI. **Next meeting dates and location – MONDAY, SEPTEMBER 15, 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., 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 adjourned the meeting at 7:56 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

Mike A. Zmudzinski
Signature

Marvin Nail
Signature

Mike A. Zmudzinski
Printed Name

Marvin Nail
Printed Name

9-15-25
Date

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Date