

MCKENNEY IMPROVEMENT & SERVICE DISTRICT
(PO Box 1113, Gillette, WY 82717)
REGULAR MEETING MINUTES
Thursday, August 28, 2025, 4:00 P.M.
400 South Gillette Avenue, Suite 106 (Office of Cathey Consulting, LLC)

Board Members Present: Bob Maul, Zach Poitra, Deb Shaw
 Others Present: Helenanne Cathey

Bob Maul called the meeting to order at 4:00 p.m.

- I. **Minutes Approval** – Zach Poitra moved to approve the minutes for the July 24, 2025, regular meeting as written. Deb Shaw seconded. Motion carried unanimously.
- II. **Treasurer’s Report Acceptance / Bills** – The bills and financial reporting were reviewed. Zach Poitra moved to accept the Treasurer’s Report and pay bills as presented. Deb Shaw seconded. Motion carried unanimously. The bank statements were reviewed and signed. Accounts receivable balances and reports from Water Guy were reviewed.

Bank Balance End of Previous Meeting:		\$49,363.97
7/1-7/24/25	Deposits – Water Guy	\$189.00
Adjusted Balance Forward:		\$49,552.97
7/25-7/31/25	Deposits – Water Guy	\$60.00
07/31/25	Interest	\$19.13
08/05/25	Deposit – Xpress bill pay	\$1,458.37
08/07/25	City of Gillette – AUTO Pay Water 6/23-7/24/25 (118,000 gal.)	\$802.41
08/10/25	Deposit – Assessments	\$427.91

Bank Balance Prior to Start of Meeting: **\$50,715.97**

Bills paid:

Ck#	Payee	Description	Amount
AUTO	City of Gillette	AUTO Pay Water 7/24-8/21/25 (109,000 gal.)	\$754.80
1875	Cathey Consulting	Inv. 8229 – July Admin./Books/Compl/Postage	\$400.00
1876	Water Guy	Inv. 2025-827 – July monthly billing	\$289.48
Total Bills Paid:			\$1,444.28

Bank Balance After These Bills: **\$49,271.69***

**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 – No update.
 - b. Roads –
 - 1) Dave Shannon to blade the roads – No update.
 - 2) 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. No update.
 - 3) Moving locked mailboxes for McKenney area residents to PJ Road – this will be done when the road project is done.
 - 4) 4/25/24 Up to \$5,000 approved for Bob Maul to meet with an attorney regarding road and right-of-way questions and clarifications. No update.
 - c. Discussions for additional fees or assessments (7/24/25 meeting) – No update.
 - 1) Additional assessment for long-term living units (6 months or more) on lots in the district (next fiscal year)

2) \$30 a month for lot with temporary trailer set up

V. New Business

- a. The Board reviewed and signed the Local Government Annual Report Summary to be submitted to the State.
- b. Normally there is no shooting in the subdivision, but there have been a number of skunks around, and a number of people shoot skunks. The no shooting comment will be removed from the notes on the agendas and minutes.

VI. Next Regular Meeting: Thursday, September 25, 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., 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

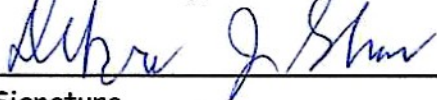
**November and December meetings are moved to the third Thursday of the month instead of the fourth Thursday due to holidays.*

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.

Zach Poitra moved to adjourn the meeting. Deb Shaw seconded. The meeting was adjourned at 4:12 p.m.

Respectfully submitted,
Helenanne Cathey, Assistant to the Board



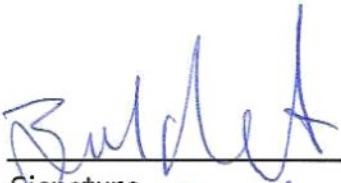
Signature

Debra J Shaw

Printed Name

9/25/25

Date



Signature

Zach Poitra

Printed Name

9/25/25

Date

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