

Freedom Hills Improvement & Service District
Regular Meeting Minutes
Monday, September 15, 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, Michael Zmudzinski
BOARD MEMBERS NOT PRESENT: Wally Wilson
OTHERS PRESENT: Helenanne Cathey, Arlene Simons, Ed McNair, Clifford Perry, Lynn Bush,
Amy Boyer, Jim Britt, Gail Wilson, Kelly Simons, Reggie Schrank,
Riley Schrank, Cheryl Morrison, Brad Morrison, Doug Powers

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. Requests for taps on the water system – Research WWDC Level I Study and WARWS assistance –
 - 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. Mike Zmudzinski reported that the District can have 160 taps. Mike Zmudzinski moved to add a tap for the Morrison’s. Marvin Nail seconded. Motion carried unanimously.
 - 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. There has been no update from Mr. Testerman.
- Jim Britt asked about several issues
- 1) a pressure regulator valve in the meter pit at his property (6 B Ct).
 - 2) why is there so much air in his water line
 - 3) dirty water at his property – will they be cleaning out the water lines
- Mike Zmudzinski will ask Water Guy about these concerns.
- 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.
 - d. Regional Water Connection – The regional water line isn’t complete yet – maybe the end of September.
 - e. Water Guy wired in the electrical for the control valve of the regional water connection to the water system control. The invoice is on today’s agenda to be paid.
- II. Minutes –** Mike Zmudzinski moved to approve the minutes for the August 18, 2025 regular meeting. Marvin Nail 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. Marvin Nail seconded. Motion carried unanimously.

Reserves Account Balance From Last Meeting Minutes	\$286,007.47
08/31/25 Interest	\$242.91
First Northern Bank Reserves Account Ending Balance:	\$286,250.38
Money Market Account Balance From Last Meeting Minutes	\$110,604.54
8/1-8/18/25 Water Deposits	\$1,889.38
Adjusted Balance Forward:	\$112,493.92
8/19-8/31/25 Water Deposits	\$671.17
08/31/25 Interest	\$98.47
09/08/25 Xpress Bill Pay Deposit	\$5,642.45
09/10/25 Assessments Deposit	\$4,114.65
First Northern Bank Money Market Account Start of Meeting:	\$123,020.66*

Ck# 150 – Transfer to Checking \$11,000.00
First Northern Bank Money Market Account Ending Balance: \$112,020.66*
**Does not reflect weekly water payments/deposits from the first of the month through the meeting date.*

Checking Account Balance From Last Meeting Minutes		\$12,192.22	
Bills To Be Paid At This Meeting:			
<u>Ck#</u>	<u>Vendor</u>	<u>Purpose</u>	<u>Amount</u>
AUTO	Powder River Ener. 8/1-9/1/25	Acct 1590226 Well #1 \$947.80	\$1,371.30
		Acct 1590427 – Well #2 \$373.92	
		Acct 2459426 – Entrance \$49.58	
AUTO	Powder River Ener. 8/1-9/1/25	Acct 12277400 – Mailboxes/Community Bldg.	\$46.89
1418	9S Consulting	Inv. 2025-367 – Self-Audit for FYE 6/30/25	\$500.00
1419	Cathey Consulting, LLC	Inv. 8270 – Aug., 2025 Adm./Books/Compliance	\$1,100.00
1420	First Northern Bank of Wy.	Loan payment	\$1,545.33
1421	Hawkins	Inv. 7168375 – Chlorine	\$20.00
1422	Kieffer Sanitation	Inv. 4876184T020 – Garbage Rem. 8/1-8/31/25	\$3,069.90
1423	Water Guy, LLC	Inv. 2025-956 – Aug. Oper./Meters./Billing/ \$2,292.75	\$3,515.42
		Inv. 2025-1027 – Small yellow hydrant east end of Bluebird – replace broken cap / replace hour meter on well 1 \$421.89	
		Inv. 2025-1030 – Wiring in the electrical for the control valve of the regional water connection to the water system control \$800.78	
TOTAL BILLS PAID:			\$11,168.84
Transfer from Money Market Account:		\$11,000.00	
Checking Account Balance End of Meeting:			\$12,023.38
Receivables Balance: \$210,174.06 (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 and PCA should have information to the District by the end of the week. Concerns were expressed about the time it is taking to receive anything from the engineering firm.
- 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
- 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.
- v. Wally Wilson sent out a scope of work to get bids for maintenance on the roads – One sealed bid was received from Schrank Grading at the meeting. The bid was opened and is for \$11,500 for a scope of work that includes Freedom Road, Mallard Road, Meadowlark Court, Blackbird, E Court – pulling ditches, blading, remove washboard, crown roads, water and compaction used (Freedom Hills supply water), remove oversized rocks from the road. Mike Zmudzinski moved to accept the bid from Reggie Schrank for the road maintenance. Marvin Nail seconded. Motion carried unanimously. There was discussion on pulling ditches and narrowing the roads.

Amy Boyer expressed a concern about the north side of Mallard (the hill) and asked that it be bladed – people are driving right along her fence line. There was discussion on working on this road and the ongoing concerns that as soon as the District blades it, people tear it up, driving too fast. As discussed earlier in the meeting, the District has hired PCA Engineering to develop a good, long-term solution, fixing drainage issues and getting the road fixed.

- 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 complete.
- d. The Insurance Adjustor evaluated the community building to see if there is damage from the last big hail / wind storm. A report was provided. The consensus is that the damage is not enough to deal with at this time. The insurance adjustor’s report is on file.
- 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. An e-mail was received from Kevin Schwaiger, State Lands & Investments Grants & Loans) asking to do an on-site inspection the end of August or first week of September – Mike Zmudzinski will follow up with them because the Board did not talk to Kevin Schwaiger.
- b. The Board reviewed and signed the Local Government Annual Report Summary and the Internal Control Evaluation Worksheet to submit to the Department of Audit along with the Self-Audit completed by Crystal Ninas and Proof of Cash completed by Emily Cathey.
- a. Open to the Public –
 - i. Ed McNair provided an estimate for improvements to the wastewater tank pipes so that rain and runoff water don’t continue to run into the tank. The tank doesn’t have a septic system – instead, the District pumps the tank when it gets full. The pipes outside right now provide air to the tank, but they stick straight up and water goes right into the tank through those pipes. Mike Zmudzinski moved to have Ed McNair purchase the pipes to fix this issue (approximately \$272). Marvin Nail seconded. Motion carried unanimously.
 - ii. No other public comments.

VI. Next meeting dates and location – MONDAY, OCTOBER 20, 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., 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 moved to adjourn the meeting. Marvin Nail seconded. The meeting was adjourned at 7:36 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

Mike A. Zmudzinski
Printed Name

10-27-25
Date

Marvin Nail
Signature

Marvin Nail
Printed Name

10-27-25
Date

Mike Zmudzinski, President / 299-9091 / Marvin Nail, Vice President 307-680-8614 / Michael (Wally) Wilson,
Secretary/Treasurer