

MCKENNEY IMPROVEMENT & SERVICE DISTRICT
(PO Box 1113, Gillette, WY 82717)
REGULAR MEETING MINUTES
Thursday, October 23, 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 4:06 p.m.

- I. **Minutes Approval** – Deb Shaw moved to approve the minutes for the September 25, 2025, regular meeting as presented. 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.

Bank Balance End of Previous Meeting:		\$49,730.83
9/1-9/25/25 Deposits – Water Guy	\$324.00	
Adjusted Balance Forward:		\$50,054.83
09/30/25 Interest	\$18.92	
10/06/25 Deposit – Xpress bill pay	\$1,247.67	
Bank Balance Prior to Start of Meeting:		\$51,321.42
Bills paid:		
Ck# Payee Description Amount		
AUTO City of Gillette	Inv. 2140673 – Water 8/21-9/23/25 86,000 gallons	\$633.13
1879 Cathey Consulting	Inv. 8318 – Sept. Admin./Books/Compl./Postage	\$400.00
1880 Water Guy	Inv. 2025-1113 – Sep. monthly billing \$289.48	\$357.08
	Inv. 2025-1189 – New pillow in pit-2035 PJ Rd	\$67.60
Total Bills Paid:		\$1,390.21
Bank Balance After These Bills:		\$49,931.21*

**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 – There was discussion. Nothing has been done at this time.
 - b. Roads –
 - 1) Roads bladed – Melgaard bladed the roads. They haven’t brought a bill in yet, but it sounds like they may donate their time. Melgaard will also meet with Bob Maul to discuss what needs to be done to widen the road out.
 - 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. Melgaard will prepare an estimate.
 - 3) Moving locked mailboxes for McKenney area residents to PJ Road – this will be done when the road project is done. Melgaard will prepare an estimate.
 - 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. Additional fees or assessments – A written policy was reviewed for the additional fees for temporary and long term monthly fees for additional living units on any property in the District and to clarify other items. The consensus is to mail the policy out with the monthly invoices this month and next month and formally adopt the policy at the December meeting. The policy is attached to these minutes.

V. **New Business**

- a. None

VI. **Next Regular Meeting: Thursday, November 20, 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., Nov. 20, 2025, 4:00 p.m. Thurs., Dec. 18, 2025, 4:00 p.m.**

Generally, the fourth Thursday of each month

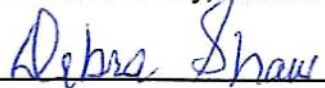
**November and December meetings are moved to the third Thursday of the month instead of the fourth Thursday due to holidays.*

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.**

Deb Shaw moved to adjourn the meeting. Bob Maul seconded. The meeting was adjourned at 4:46 p.m.

Respectfully submitted,
Helenanne Cathey, Assistant to the Board




Signature

Debra Shaw

Printed Name

11/20/25

Date



Signature

Zach Poitra

Printed Name

11-20-2025

Date

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

McKenney Policies
Rates - Effective January 1, 2026

REGULAR MONTHLY BILLING FOR ALL LOTS

Monthly fee for general District management (HOA fee): \$45

Monthly water billing: \$9 per 1,000 gallons of water used (Water Guy reads meters monthly.)

ADDITIONAL LIVING UNITS

Additional monthly fees will be charged for additional living units on any properties in the District. (Example - a camper trailer or shed out back or extra house on a property)

Temporary Set Up: \$30 per month (120 days or less)

Long-term Set Up: \$45 per month (more than 120 days)

LATE FEES AND INTEREST

Late Fees and Interest are applied to any account not paid in full by 5:00 p.m. on the 20th of each month.

TAX ASSESSMENT

Annual assessment on taxes: \$400 per lot and any unpaid monthly fees, late fees and interest as of May 31st.

ROAD RIGHT-OF-WAY

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.

SHOOTING

No target practicing or hunting in the District. If you need to shoot a skunk or a dying horse (for example), that's allowed.

October 23, 2025