

**BUCKSKIN IMPROVEMENT & SERVICE DISTRICT  
REGULAR MEETING  
MINUTES**

**Tuesday, October 21, 2025, 5:30 p.m.**

400 South Gillette Avenue, Suite 106 (Office of Cathey Consulting, LLC)

Board Members Present: Shirley Hecht, Tom Price  
Board Members Not Present: Lillian Wollman  
Others Present: Helenanne Cathey, AJ Perez, JR Perez

Tom Price called the meeting to order at 5:32 p.m.

- I. Minutes Approval** – Shirley Hecht moved to approve the July 15, 2025, budget hearing and regular meeting minutes. Tom Price seconded. Motion carried unanimously.
- II. Treasurer’s Report Acceptance** – Tom Price moved to accept the Treasurer’s Report, approve bank statements and pay the bills as presented and as listed below. Shirley Hecht seconded. Motion carried unanimously.

<b>Bank Balance End of Previous Meeting:</b>			<b>\$21,879.33</b>
7/1-7/15/25	Deposits – Water	\$773.16	
07/10/25	Deposit – Assessments	\$916.86	
<b>Adjusted Balance Forward:</b>			<b>\$23,569.35</b>
7/16-7/30/25	Deposits – Water	\$155.00	
07/31/25	Bank Service Charge		<u>\$2.00</u>
<b>Balance 07/31/25</b>			<b>\$23,722.35</b>
8/1-8/31/25	Deposits – Water	\$1,231.20	
08/05/25	Deposit – Xpress bill pay	\$576.52	
<b>August Bills Paid</b>			
AUTO PAY	Powder River Energy – Electricity 7/1-8/1/25		\$279.91
AUTO PAY	City of Gillette–Bill 2105957 Water 6/22-7/23/25 334,000 gal		\$1,152.06
Ck# 1500	Cathey Consulting – Inv. 8217 – July Adm./Bks/post.		\$375.00
Ck# 1501	Earth Work Solutions – Inv. 37734 – Blade and maintain roads		\$1,800.00
Ck# 1502	Water Guy, LLC – Inv. 2025-800 – Apr. Water Operator / Meter reading / Billing \$689.80		\$727.30
	- Inv. 2025-856 – Locates in June \$37.50		
08/31/25	Bank Service Charge		<u>\$2.00</u>
<b>Balance 8/31/25</b>			<b>\$21,193.80</b>
9/1-9/30/25	Deposits – Water	\$1,163.20	
09/05/25	Deposit – Xpress bill pay	\$773.64	
<b>September Bills Paid:</b>			
AUTO PAY	Powder River Energy – Electricity 8/1-9/1/25		\$284.98
AUTO PAY	City of Gillette–Bill 2123409 Water 7/23-8/21/25 411,000 gal.		\$1,389.99
Ck# 1503	Cathey Consulting – Inv. 8263 – May Adm./Bks/post.		\$375.00
Ck# 1504	Water Guy, LLC – Inv. 2025-935 – August Water Op/Billing		\$689.80
09/30/25	Bank Service Charge		<u>\$2.00</u>
<b>Balance 09/30/25</b>			<b>\$20,388.87</b>
10/05/25	Deposit – Xpress bill pay	\$1,089.60	
<b>Bank Balance Prior to Start of Meeting:</b>			<b>\$21,478.47</b>
<b>Bills Paid At Meeting:</b>			
<u>Check #</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
AUTO PAY	Powder River Energy	Electricity 9/1-10/1/25	\$271.86
AUTO PAY	City of Gillette	Bill 2140935– Water 8/21-9/23/25 416,000 gal.	\$1,405.44
Ck# 1505	Cathey Consulting	Inv. 8306 – Sept. Adm./Bks/ compliance \$375.00 Inv. 8343 – Director election	\$536.96

Ck# 1506	Water Guy	mailing \$161.96 Inv. 2025-1077 – Sept. Water Op. Billing	\$689.80
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Total Bills / Checks	\$2,904.06
<b>Bank Balance End of Meeting:</b>	<b>\$18,574.41*</b>

\*Bank balance does not reflect bank deposits made by Water Guy since the first of the month – deposits are recorded monthly after receipt of Water Guy reporting and reconciliation of bank statements.

**III. Water System Review** – The water system information was reviewed. Water Guy billing and monthly reports were reviewed.

**IV. Unfinished Business**

a. Road work – Blade and crown both Latigo and Rawhide and put down mag chloride. Project estimate is \$6,556 (Dustbusters for dust control \$4,756 / Earth Work Solutions blading \$1,800) and County grant estimate of \$1,958.41. \$1,958.41. County grant approved by the Commissioners on 4/15/25. Earth Works bladed the roads but dust control was not done. Tom Price called Dustbusters, but they never called him back. He will contact them to schedule dust control in the spring/early summer. There was discussion on the blading. The Board signed a letter to submit to the County requesting a six month extension on the County Grant. A pay request will be prepared for the Earth Work Solutions invoice that was paid in August.

There was discussion on getting some rock on Latigo in spots that are muddy. The Board would like to put crushed concrete down. There was discussion on the amount to put down. Tom Price will get estimates for 6” of crushed concrete and for blading Latigo (800 feet), and a County grant application will be submitted.

b. Director Election (November 4, 2025 – Hecht, Wollman) – JR Perez, Tom Price and Helenanne Cathey will canvass ballots on Thursday, November 6<sup>th</sup> at 10:00 a.m. at the office of Cathey Consulting.

**Lillian Wollman was on the Board for decades, and the Board asked that the minutes reflect a big THANK YOU to Lillian for all of her years of service!**

c. Flushing hydrant – Water Guy was authorized to proceed with the flushing hydrant replacement. Tom Price reported that he called Water Guy and asked them to get it done prior to winter. No invoices have been received yet. Tom Price will follow up with Water Guy.

**V. New Business**

a. The 2026 meeting schedule was reviewed and updated. The July meeting was moved to Tuesday, July 7, 2026, at 6:00 p.m. instead of July 21<sup>st</sup> to comply with state statute requirements for the timing of the budget hearing and budget adoption.

**VI. Adjourn** – Shirley Hecht moved to adjourn the meeting. Tom Price seconded. The meeting was adjourned at 6:07 p.m.

**Next Regular Meeting: Tuesday, January 20, 2026, 5:30 p.m.** at the office of Cathey Consulting, 400 South Gillette Avenue, Suite 106, Gillette (In the K2 Technologies Building – office entrance is on 4<sup>th</sup> Street across from Arrow Printing). Regular bills will be paid between meetings as needed.

2026 meetings:

Tues., January 20, 2026, 5:30 p.m. / Tues. April 21, 2026, 5:30 p.m.

Tues., July 7, 2026, 6:00 p.m. (budget hearing and regular meeting)

Tues., Oct. 20, 2026, 5:30 p.m.

Meeting minutes are posted online at [www.catheyconsulting.net](http://www.catheyconsulting.net).

Respectfully submitted,  
Helenanne Cathey, Assistant to the Board, 307-685-8235

Thomas E Price Jr.  
Signature

Thomas E Price Jr  
Printed Name

01/20/2026  
Date

Shirley Hecht  
Signature

Shirley Hecht  
Printed Name

01/20/26  
Date

Thomas Price, President / Shirley Hecht, Vice President / Lillian Wollman, Secretary/Treasurer