

Donkey Creek Improvement and Service District
Regular Meeting
Minutes
Monday, October 13, 2025, 4:00 p.m.
Office of Cathey Consulting - 400 South Gillette Avenue, Suite 106, Gillette

Board Members Present: Shaun Carr, Chase Maki
Board Members Not Present: Jack Matheny
Others Present: Helenanne Cathey

This meeting was originally scheduled for September 22, 2025, but was rescheduled for today.

Shaun Carr called the meeting to order at 4:11 p.m.

- I. **Minutes Approval** – Shaun Carr moved to approve the June 9, 2025, budget hearing and regular meeting minutes as written. Chase Maki seconded. Motion carried unanimously.
- II. **Treasurer’s Report Acceptance / Review Bank Statements / Pay Bills** – The Treasurer’s Report and bills were reviewed. Shaun Carr moved to accept the treasurer’s report and pay the bills as presented. Chase Maki seconded. Motion carried unanimously.

Bank Balance End of Last Meeting:		\$15,295.03
05/31/25	Interest	\$6.24
06/10/25	Deposit – Assessments	\$2,100.00
06/30/25	Interest	\$6.53
07/10/25	Deposit – Assessments	\$638.32
07/31/25	Interest	\$6.82
08/31/25	Interest	\$6.90
09/30/25	Interest	\$6.68
10/10/25	Deposit – Assessments	\$600.00
Bank Balance Prior to Meeting:		\$18,666.52
Bills Paid At Meeting:		
Ck# 1018	Cathey Consulting, LLC	
	Inv. 8173 – June adm./books/postage \$215.00	\$551.00
	Inv. 8221 – July adm./books/postage \$168.00	
	Inv. 8267 – Aug. adm../books/postage \$168.00	
Ck# 1019	Cathey Consulting, LLC	
	Inv. 8310 – Sep. adm./books/postage	\$168.00
Total Bills:		\$719.00
Bank Balance End of Meeting:		\$17,947.52
Receivables Balance: \$8,400.00		

III. Unfinished Business

a) Roads

- 1) The street sign was removed from its current location to the stop sign.
- 2) The potholes have been repaired at the approach to West 4-J Road.
- 3) There was discussion on adding dust control next year to all of the road. Chase Maki will request cost estimates and have them submitted to Helenanne Cathey to prepare a County grant application to be reviewed and approved at the next meeting for work to be done next year. There was discussion on blading the roads a bit to address any potholes.

IV. New Business

- a) The Board reviewed and signed the Local Government Annual Report Summary in September which was submitted to the Department of Audit as required.

V. **Next meeting: Monday, January 5, 2026, 4:00 p.m. (Regular Meeting)**
Meetings are held at the office of Cathey Consulting, LLC, 400 South Gillette Avenue, Suite 106, Gillette (K2 Technologies building – office entrance is on 4th Street across from Arrow Printing). The District holds regular meetings. The next meeting date is scheduled at each meeting.

Shaun Carr moved to adjourn. Chase Maki seconded. The meeting was adjourned at 4:31 p.m.

Respectfully submitted,
Helenanne Cathey, Assistant to the Board




Signature

Shaun Carr

Printed Name

1-5-2026

Date



Signature

Chase Maki

Printed Name

1-5-2026

Date

Shaun Carr, President / 307-660-3170 / Chase Maki, Vice President 307-622-2535
Jack Matheny, Secretary/Treasurer / 307-682-3059