

Grace Land Improvement & Service District
Regular Meeting Minutes
Monday, January 5, 2026, 6:30 p.m.
Office of Cathey Consulting - 400 South Gillette Avenue, Suite 106, Gillette
Revised 1/12/26

Board Members Present: Shannon Robinson, Lisa Wagner
 Board Members Approved Absent: Sean McGinley
 Others Present: Helenanne Cathey, Reggie Schrank

Lisa Wagner called the meeting to order at 6:30 p.m.

- I. Minutes** – Lisa Wagner moved to approve the minutes for the December 1, 2025, regular meeting as presented. Shannon Robinson seconded. Motion carried by unanimous consent.
- II. Treasurer’s Report / Financial Review** – The bills and financial information were reviewed. Lisa Wagner moved to accept the Treasurer’s Report and pay the bills as presented. Shannon Robinson seconded. Motion carried by unanimous consent.

WATER ACCOUNT SUMMARY:

| | | | |
|--|---|--------------------------------|--------------|
| Water Account Balance End of Last Meeting: | | | \$97,092.60 |
| 11/1-11/30/25 | Deposits – Water billing | \$1,629.59 | |
| 11/30/25 | Interest | \$37.22 | |
| Adjusted Balance Forward: | | | \$98,759.41 |
| 12/05/25 | Deposit – Xpress bill pay | \$3,660.85 | |
| 12/11/25 | Deposit – Collins | \$50.00 | |
| 12/1-12/31/25 | Deposits – Water billing | No bank statement yet. | |
| 12/29/25 | AUTO Pay – Powder River Energy Electricity 11/1-12/1/25 | \$717.72 | |
| 12/31/25 | Interest | No bank statement yet. | |
| 01/05/26 | Deposit – Xpress bill pay | Information not available yet. | |
| Balance Prior to Meeting: | | | \$101,752.54 |

Bills Paid and transfers (Current Meeting):

| <u>Ck#</u> | <u>Payee</u> | <u>Description</u> | <u>Check Amount</u> |
|------------|---------------------|--|---------------------|
| AUTO | Powder River Energy | Electricity 12/1/25-1/1/26 | No bill yet. |
| 10555 | Cathey Consulting | Inv. 8459 – Dec. adm./bks \$660.00 | \$460.00 |
| 10556 | Hawkins, Inc. | Inv. 7281683 – Chlorine | \$20.00 |
| 10557 | Water Guy | Inv. 2025-1508 Dec. Oper./meters/bills | \$1,252.30 |
| Total: | | | \$1,732.30 |

Water Account Balance End of Meeting:

\$100,020.24*
**Bank balance does not include water deposits from the first of this month to the meeting date..
 Water deposits are entered in QuickBooks and verified with bank statements monthly.*

WATER SYSTEM RESERVES ACCOUNT:

| | | |
|--|-----------------------------|-------------------|
| Water System Reserves Account Balance End of Last Meeting: | | \$119,814.53 |
| 11/30/25 | Interest | \$95.74 |
| 12/31/25 | Interest | No statement yet. |
| 01/05/26 | Deposit – 11/30/25 Assessm. | \$180.00 |

Water System Reserves Account Balance End of Meeting:

\$120,090.27

ROAD ACCOUNT SUMMARY:

| | | |
|--|----------------------------|-------------------|
| Road Account Balance End Last Meeting: | | \$64,180.45 |
| 11/30/25 | Interest | \$21.43 |
| 12/10/25 | Deposit – 11/30/25 Assess. | \$2,580.00 |
| 12/31/25 | Interest | No statement yet. |

Balance Before Bills:

\$66,781.88

Bills Paid:

| <u>Ck#</u> | <u>Payee</u> | <u>Description</u> | <u>Check Amount</u> |
|------------|-------------------|--|---------------------|
| 1438 | Cathey Consulting | Inv. 8459 – Dec. adm./bks \$660.00 | \$200.00 |
| 1439 | Grace Land ISD | 11/3025 Assessments for Water Reserves | \$180.00 |

Total bills / transfer:

\$380.00

Road Account Balance End of Meeting:

\$66,401.88

- III. Water System** –
- a. Key to water tank – No update.
 - b. Meter readings / billing / system review – No discussion.

IV. Roads

- a. 2026 Road Project – Bull Riding from Khadafy Skoal to Barrel Racing or Steer Roping (1 mile from Khadafy Skoal to the west) needs material. A scope of work was developed by Schrank Grading Services. Shannon Robinson requested bids from several contractors. Schrank Grading Services is the only contractor that submitted a bid. A grant application was signed to submit to the County. The project estimate with maintenance blading is approximately \$79,000 with a County Grant request of \$19,500.
- b. Shannon Robinson talked to Spectrum about two culverts that were torn up when they were doing work in the area. They committed to fixing the culverts in the spring. Shannon Robinson reported that Spectrum was out there last month and did a little work, but they left and haven't been back.

V. Unfinished Business

- a. Regional Water Connection – The agreement for regional water was approved and signed 7/7/25, and was submitted to the City. Lisa Wagner reported that she will meet with the City on the 22nd of this month.

VI. New Business

- a. Water Guy sent a memo explaining a rate increase for labor rates starting January 1, 2026, and a 6% increase on the overall monthly service rate starting July 1, 2026.

Lisa Wagner adjourned the meeting at 6:33 p.m.

NOTES:

- If anyone is unable to attend the meeting but would like to call in for the meeting, contact Lisa Wagner. She will add people to the meeting by phone if possible.
- **A reminder that the speed limit is 30 mph.**
- **IF THE ROADS ARE SHUT DOWN FROM THE SNOW, PLEASE STAY OFF OF THE ROADS.** When people get stuck on the roads, then the plow cannot get through and it creates a more dangerous situation. Just stay home and stay off of the roads!
- People are reminded that dogs need to be kept on their own property. Remember you are liable if your dog bites someone or causes property damage or injury to animals.
- No one is authorized to blade the roads except the County without board approval. Anyone that does any work on the roads without board authorization will be prosecuted for destruction of property.
- 5/5/14 – Board authorized the signing of checks for regular bills between meetings if a monthly meeting is cancelled.
- No one should get in meter pits. There are wires on the radio read equipment that are easy to rip apart. There is also a pillow in it that prevents things from freezing. Any damages to the meter pit or equipment in the pit will be billed to homeowners.
- **When anyone sees the red light flashing on the tank, contact a Board member (phone numbers at the bottom of the minutes) or Water Guy (307-299-3544).**

NEXT REGULAR MEETING: Monday, February 2, 2026, 6:30 p.m. AT THE OFFICE OF CATHEY CONSULTING (400 S GILLETTE AVE, SUITE 106, GILLETTE – ENTRANCE ON 4TH STREET ACROSS FROM ARROW PRINTING).

2026 Meetings: Mon., Feb. 2, 2026, 6:30 p.m. / Mon., Mar. 2, 2026, 6:30 p.m.

Mon. Apr. 6, 2026, 6:30 p.m. / Mon. May 4, 2026, 6:30 p.m. / Mon. June 1, 2026, 6:30 p.m.

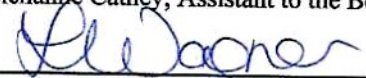
Mon. July 6, 2026, 6:30 p.m. / Mon. Aug. 3, 2026, 6:30 p.m. / *Wednesday, Sept. 9, 2026, 6:30 p.m.**

Mon., Oct. 5, 2026, 6:30 p.m. / Mon. Nov. 2, 2026, 6:30 p.m. / Mon. Dec. 7, 2026, 6:30 p.m.

**September meeting moved to Wednesday, September 9th instead of Monday, September 7th due to the Labor Day holiday.*

The District holds regular, monthly meetings, generally on the first Monday of each month at 6:30 p.m. at the office of Cathey Consulting. If the date falls on a holiday, the meeting will be rescheduled.

Respectfully submitted,
Helenanne Cathey, Assistant to the Board



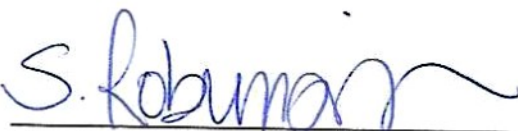
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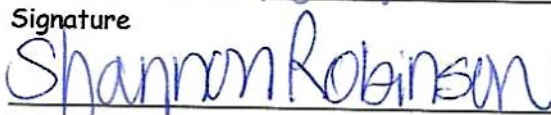
Printed Name

2-2-26

Date



Signature



Printed Name

2/2/26

Date