

MCKENNEY IMPROVEMENT & SERVICE DISTRICT
 (PO Box 1113, Gillette, WY 82717)
REGULAR MEETING MINUTES
Thursday, January 22, 2026, 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 4:01 p.m.

- I. **Minutes Approval** – Deb Shaw moved to approve the minutes for the November 20, 2025, regular meeting as presented. Bob Maul seconded. Motion carried unanimously. There was no meeting in December.
- 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:		\$51,831.64	
11/1-11/20/25	Deposits – Water Guy	\$288.00	
Adjusted Balance Forward:		\$52,119.64	
11/30/25	Interest	\$19.30	
12/05/25	Deposit – Xpress bill pay	\$988.40	
12/10/25	Deposit – Assessments	\$200.00	
Bills paid December, 2025::			
Ck#	Payee	Description	Amount
AUTO	City of Gillette	Inv. 2175822 – Water 10/23-11/20/25 47,000 gallons	\$426.82
1883	Cathey Consulting	Inv. 8418 – Nov. Admin./Books/Compl./Postage	\$400.00
1884	Water Guy	Inv. 2025-1407 – Nov. monthly billing \$289.48	\$433.48
		Inv. 2025-1439 – curb box bent & unstable at 2035 PJ Rd – cut off bent part & installed extension	
Total Bills Paid:			\$1,260.30
12/1-12/31/25	Deposits – Water Guy	\$171.00	
12/31/25	Interest	\$20.23	
01/05/26	Deposit – Xpress bill pay	\$1,266.45	
01/10/26	Deposit – Assessments	\$800.00	
Bank Balance Prior to Meeting:			\$54,324.72
Bills paid:			
Ck#	Payee	Description	Amount
AUTO	City of Gillette	Inv. 2193348 – Water 11/20-12/22/25 53,000 gallons	\$458.56
1885	Cathey Consulting	Inv. 8463 – Dec. Admin./Books/Compl./Postage	\$400.00
1886	Water Guy	Inv. 2025-1519 – Dec. monthly billing	\$289.48
Total Bills Paid:			\$1,148.04
Bank Balance After These Bills:			\$53,176.68*

**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. There was a water loss of 18.9% in December.
- IV. **Unfinished Business**
 - a. Water line moved to Kelly Reynolds / Petition to enlarge the District – No update.
 - b. Roads – Bob Maul is working with John Melgaard, Jr.

- 1) 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.
 - 2) 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.
 - 3) 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. Policies / Rates Sheet – E-mailed to Water Guy in October to be mailed with monthly invoices that went out in October and November. The updated policies includes the following (originally discussed starting at the 7/24/25 meeting)
- 1) Additional assessment for long-term living units (6 months or more) on lots in the district (next fiscal year)
 - 2) \$30 a month for lot with temporary trailer set up

Deb Shaw moved to adopt the updated rates / policies effective January 1, 2026. Bob Maul seconded. Motion carried unanimously.

V. New Business

- a. A letter was received from Water Guy regarding their rate increases in 2026. Labor rates increased January 1st, and the monthly billing will increase July 1st.

VI. Next Regular Meeting: Thursday, February 26, 2026, 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.

2026 MEETINGS:

Thurs., Feb. 26, 2026, 4:00 p.m. / Thurs. Mar. 26, 2026, 4:00 p.m.

Thurs., Apr. 23, 2026, 4:00p.m. / Thurs., May 28, 2026, 4:00 p.m. / Thurs., June 25, 2026, 4:00 p.m.

Thurs., July 23, 2026, 4:00 p.m. / Thurs., Aug. 27, 2026, 4:00 p.m. / Thurs., Sept. 24, 2026, 4:00 p.m.

Thurs., Oct. 22, 2026, 4:00 p.m. / Thurs., Nov. 19, 2026, 4:00 p.m.* / Thurs., Dec. 17, 2026, 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:

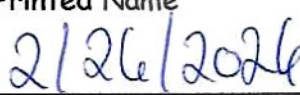
- Landowners need to move equipment and any other items out of the road right-of-way so that the District can work on ditches and roads as needed.

Deb Shaw moved to adjourn the meeting. Bob Maul seconded. The meeting was adjourned at 4:14 p.m.


Respectfully submitted,
Helenanne Cathey, Assistant to the Board

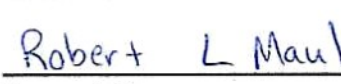


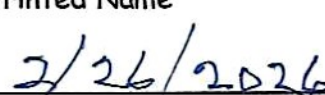
Signature


Printed Name


Date



Signature


Printed Name


Date