

Grace Land Improvement & Service District
Regular Meeting Minutes
Monday, February 2, 2026, 6:30 p.m.
Office of Cathey Consulting - 400 South Gillette Avenue, Suite 106, Gillette

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 January 5, 2026, 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:		\$100,020.24
12/1-12/31/25	Deposits – Water billing	\$1,130.00
12/31/25	Interest	\$39.50
01/05/26	Deposit – Xpress bill pay	\$2,750.00
Adjusted Balance Forward:		\$103,939.74
1/1-1/31/25	Deposits – Water billing	No bank statement yet.
01/06/26	Deposit – PR Energy Cap. Credits	\$220.38
01/08/26	Deposit – Collins	\$50.00
01/27/25	AUTO Pay – Powder River Energy Electricity 12/1/25-1/1/26	\$759.56
01/31/26	Interest	No bank statement yet.
Balance Prior to Meeting:		\$103,450.56

Bills Paid and transfers (Current Meeting):

<u>Ck#</u>	<u>Payee</u>	<u>Description</u>	<u>Check Amount</u>
AUTO	Powder River Energy	Electricity 1/1-2/1/26	No bill yet.
10558	Cathey Consulting	Inv. 8504 – Jan. adm./bks \$660.00	\$460.00
10559	Hawkins, Inc.	Inv. 7308032 – Chlorine	\$20.00
10560	James Monger	Refund credit balance Account 842.01	\$75.00
10561	Water Guy	Inv. 2026-35 Jan. Oper./meters/bills	\$1,252.30
Total:			\$1,807.30

Water Account Balance End of Meeting: **\$101,643.26***

**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:		\$120,090.27
12/31/25	Interest	101.76
01/31/26	Interest	No statement yet.
02/02/26	Deposit – 12/31/25 Assessm.	\$180.00
Water System Reserves Account Balance End of Meeting:		\$120,372.03

ROAD ACCOUNT SUMMARY:

Road Account Balance End Last Meeting:		\$66,401.88
12/31/25	Interest	\$25.36
01/10/26	Deposit – Assessments	\$1,380.00
01/31/26	Interest	No statement yet.
Balance Before Bills:		\$67,807.24

Bills Paid:

<u>Ck#</u>	<u>Payee</u>	<u>Description</u>	<u>Check Amount</u>
1440	Cathey Consulting	Inv. 8504 – Jan. adm./bks \$660.00	\$200.00
1441	Grace Land ISD	12/31/25 Assessments for Water Reserves	\$180.00
Total bills / transfer:			\$380.00
Road Account Balance End of Meeting:			\$67,427.24

III. Water System –

- a. Key to water tank – Lisa Wagner researched this issue. There was discussion. This will be removed from the agenda.
- b. Meter readings / billing / system review – Meter readings were discussed.

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 was the only contractor that submitted a bid. A grant application was submitted to the County. The County Commissioners will consider the grant application at their February 4th meeting.. The project estimate with maintenance blading is approximately \$79,000 with a County Grant request of \$19,500.
- b. Spectrum has been out there but they haven't fixed the two culverts that were hit. Shannon Robinson will follow up with Spectrum. There was discussion on the District fixing them and then billing Spectrum.

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 on a meeting she had with the City. We need to have a technical memo by May 1st that has to address several specific items. Lisa Wagner will reach out to several engineers to see if they can assist the District and provide an approximate cost to be discussed at the next meeting.

VI. New Business

- a. Road maintenance – The Board expressed their concerns about the shape of the roads. There are some areas with terrible washboard. It has been a dry winter so a water truck will be required to do any road work. Reggie Schrank reported that he would prefer to wait until it rained or snowed, but if the Board wants the roads addressed fairly soon, he will need to use a water truck. Reggie Schrank provided an estimate. There was discussion on the roads and areas that need addressed. Shannon Robinson moved to approve up to \$3,000 for blading with a water truck and rear roller from Schrank Grading. Lisa Wagner seconded. Motion carried by unanimous consent.

Lisa Wagner adjourned the meeting at 6:48 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, March 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., 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

Lisa Wagner

Signature

Lisa Wagner

Printed Name

3-2-26

Date

S Robinson

Signature

Shannon Robinson

Printed Name

3/02/2026

Date

Sean McGinley, Pres. (307-257-4531) / Shannon Robinson, Vice Pres. (661-345-3268) / Lisa Wagner, Sec./Treas. (970-590-5177)