

HIGH COUNTRY IMPROVEMENT & SERVICE DISTRICT
 (PO Box 1936, Gillette, WY 82717)
REGULAR MEETING
Tuesday, December 16, 2025, 5:30 p.m.
400 South Gillette Avenue, Suite 106 (Office of Cathey Consulting, LLC)
MINUTES

Board Members Present: Wade Burr, Sandy Glock, Christianna Johnson (appointed at this meeting)
Others Present: Helenanne Cathey, Cheryl Burr

Sandy Glock called the meeting to order at 5:31 p.m.

- I. Minutes Approval** – Wade Burr moved to approve the minutes from the September 17, 2025, regular meeting. Sandy Glock seconded. Motion carried by unanimous consent.
- II. Treasurer’s Report and Bills** – Wade Burr moved to accept the Treasurer’s Report and pay bills as presented and listed below. Sandy Glock seconded. Motion carried by unanimous consent.

Bank Balance Forward From Last Meeting:	\$2,611.19		
09/30/25 Interest	\$1.13		
10/31/25 Interest	\$1.00		
11/10/25 Deposit – Assessments	\$6,040.00		
11/30/25 Interest	\$2.53		
12/10/25 Deposit – Assessments	\$1,208.15		
Bank Balance Before Bills:	\$9,864.00		
Bills Paid:			
Ck#	Payee	Purpose	Amount
1039	Cathey Consulting	Inv. 8315 – Sept., 2025 Administrative/ Bookkeeping/Compliance \$250.00	\$750.00
		Inv. 8371 – Oct., 2025 Administrative/ Bookkeeping/Compliance \$250.00	
		Inv. 8415 – Nov., 2025 Administrative/ Bookkeeping/Compliance \$250.00	
1040	C N A Surety	Bond / Board – 2/20/26 – 2/20/27	\$100.00
1041	Gillette News-Record	Inv. 50812 – Director election legal ad	\$135.00
TOTAL			\$985.00
Bank Balance End of Meeting			\$8,879.00
Receivables balance: \$7,248.00 (2025 Assessments)			

- III. Unfinished Business**
 - a. Road Work – Project cost estimate \$9,380 / County grant approved 4/15/25 for \$2,345 (25%). Pay request 1 was submitted for J Finch Dirtworks Invoice (\$5,140) and Quality Agg & Construction Invoice (\$3,018.43) for a total of \$8,158.43 with a 25% grant request of \$2,039.61 which was received and deposited 8/7/25. \$305.39 remains on the grant. The grant is good for one year and a six month extension can be requested. There was discussion on the roads and the consensus is to not do any work at this time.

There was discussion on Tongue River Road. Wade Burr explained that the bus driver for the area contacted him and asked the District to put rock down on Tongue River Road. Since the road is not in the District, the District isn’t the responsible party for the road. The bus driver talked to Melgaard, and Melgaard said that the road needs about \$20,000 for rock, but they could possibly do it for \$10,000. People could pool their money to put rock down on the road. People would have to go door-to-door to ask their neighbors for money for the project. The last time someone did this a lot of people said they would help pay for it but a number of people never followed through and paid their share.

- b. Board member vacancy – Wade Burr moved to appoint Christianna Johnson to the vacant position (director / secretary) to serve until the next election. Sandy Glock seconded. Motion carried unanimously. Christianna Johnson will complete the oath as required.

IV. New Business

- a. Director Election Tuesday, May 5, 2026 (2 directors for 4-year terms and 1 director for the remaining 2 years of a 4-year term) – Any qualified elector may run for Director by filing an application for election with the Secretary of the District (PO Box 1936, Gillette, WY 82717) or with Cathey Consulting (400 S Gillette Avenue, Suite 106, Gillette) between February 4, 2026, and February 24, 2026. The application is available from the office of Cathey Consulting (307-685-8235) or online at www.catheyconsulting.net – click on Election Documents. A qualified elector means a person who is an owner of land within the District, or the person holding record fee title to real property, or a registered voter of the District.
- b. Homeowners are reminded that if you plow your driveways, make sure you push the snow into the ditch and don't leave any snow in the middle of the road. It is causing issues with the bus route. If the bus driver can't get through because people are pushing snow on the roads, the bus won't drive through the area.

Upcoming regular meetings (at the office of Cathey Consulting, 400 South Gillette Ave, Suite 106, Gillette):

Tues., March 17, 2026, 5:30 p.m. / Tues., June 16, 2026, 5:30 p.m. /

Tues., September 15, 2026, 5:30 p.m. / Tues., December 15, 2026, 5:30 p.m.

Meetings will generally be held quarterly (3rd Tuesday, 5:30 p.m.) – March, June, September, December

Sandy Glock adjourned the meeting at 5:59 p.m.

Respectfully submitted,
Helenanne Cathey, Assistant to the Board

Wade Burr
Signature

Wade Burr
Printed Name

3-17-26
Date

Sandra L Glock
Signature

Sandra L Glock
Printed Name

3/17/2026
Date

Sandy Glock, President / Wade Burr, Treasurer / Christianna Johnson, Secretary