

**MCKENNEY IMPROVEMENT & SERVICE DISTRICT**

(PO Box 1113, Gillette, WY 82717)

**REGULAR MEETING MINUTES**

**Thursday, February 26, 2026, 4:00 P.M.**

**400 South Gillette Avenue, Suite 106 (Office of Cathey Consulting, LLC)**

Board Members Present: Bob Maul, Zach Poitra  
Board Members Not Present: Deb Shaw  
Others Present: Helenne Cathey

Bob Maul called the meeting to order at 4:05 p.m.

- I. **Minutes Approval** – Zach Poitra moved to approve the minutes for the January 22, 2026, regular meeting as presented. Bob Maul seconded. Motion carried unanimously.
- II. **Treasurer’s Report Acceptance / Bills** – The bills and financial reporting were reviewed. Zach Poitra 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.

<b>Bank Balance End of Previous Meeting:</b>		<b>\$53,176.68</b>
1/1-1/22/26 Deposits – Water Guy	\$162.00	
<b>Adjusted Balance Forward:</b>		<b>\$53,338.68</b>
1/23-1/31/26 Deposits – Assessments	\$55.00	
1/31/26 Interest	\$20.64	
2/6/26 Deposit – Xpress bill pay	\$487.08	
2/10/26 Deposit – Assessments	\$407.99	

**Bank Balance Prior to Meeting: \$54,309.39**

Bills paid:

Ck#	Payee	Description	Amount
AUTO	City of Gillette	Inv. 2210777 – Water 12/22/25-1/22/26 49,000 gallons	\$437.40
1887	Cathey Consulting	Inv. 8508 – Jan. Admin./Books/Compl./Postage	\$400.00
1888	Water Guy	Inv. 2026-46 – Jan. monthly billing	\$289.48
<b>Total Bills Paid:</b>			<b>\$1,126.88</b>

**Bank Balance After These Bills: \$53,182.51\***

*\*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.
- IV. **Unfinished Business**
  - a. Water line moved to Kelly Reynolds / Petition to enlarge the District – No update. This will likely be done when the roads are done.
  - 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. List of additional assessments for next fiscal year for long-term living units (\$30 a month for lot with temporary trailer set up) – No update.

V. **New Business**

- a. The August meeting was rescheduled for Thursday, August 20<sup>th</sup> at 4:00 p.m.
- b. The City of Gillette set a reminder letter regarding the backflow assembly testing that is required on an annual basis. Zach Poitra contacted Water Guy, and Water Guy completed the test. The City sent a copy of the test results which was placed on file.

VI. **Next Regular Meeting: Thursday, March 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. 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. 20, 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**

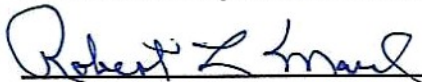
*\*August meeting was moved to the third Thursday instead of the fourth Thursday. November and December meetings are moved to the third Thursday of the month instead of the fourth Thursday due to holidays.*

**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.**

Zach Poitra 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

  
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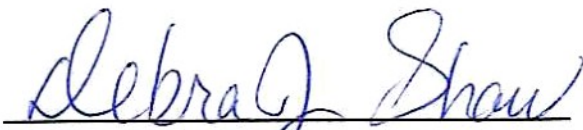
Signature

Robert L Maul  
\_\_\_\_\_

Printed Name

3-26-2026  
\_\_\_\_\_

Date

  
\_\_\_\_\_

Signature

Debra J Shaw  
\_\_\_\_\_

Printed Name

3-26-2026  
\_\_\_\_\_

Date

Robert (Bob) Maul, President / Zachary (Zach) Poitra, Vice President / Deb Shaw, Secretary/Treasurer