

**High Meadow Ranch Water District**  
**Board Meeting**  
**9-18-2025**  
**Meeting began at 6:07 PM**

**Location:** Richard Smythe Wellhouse, 165 Sauk Trl, Boulder, WY 82923

**Attendance:** Glenn Whicker, Laura Whicker (via Zoom), Rand Rhodes, Cory Gale, Tony Latimer  
Guests: Dustin Ensminger, and Janae Gale, President of HOA

**Minutes:** Rand made a motion to accept the 9-12-2025 special meeting minutes. Tony 2<sup>nd</sup>. All in favor.  
Rand made a motion to accept the 8-21-2025 meeting minutes. Tony 2<sup>nd</sup>. All in favor.

**Water Operator/Engineer Report:**

**Water Testing:** All water tests look good.

**Usage:** August used 2.26 million gallons of water. The current average flowrate was 51 GPM.

**Maintenance Log:** The completion for greasing the booster pumps will be November 2025. The septic tank was pumped out. There have been 8 new water installations with two additional being paid for in full, but they have not been scheduled for installation. There were fifteen 811 tickets and all of Block 8 had a ticket to lay gas lines.

**New Maps:** Dustin printed off new maps of the subdivision for the Well House.

**Pay Requests:** Glenn and Cory signed the pay requests.

**KDJPB Update:** The first monthly bills will be mailed out by KDJPB. Jorgensen read the meters on the 15<sup>th</sup> and will read the meters on or around the 15<sup>th</sup> of each month. KDJPB will take over the collections. Any non-water user that does not pay by their deadline will be turned over to the collection agency. Discussed billing issues and needing to update the Rate and Fee Summary. A new Teams meeting will be needed to discuss the billing. SOPs are needed for tampering and the collection agency.

**Correct Procedures for Contacting Jorgensen:** Property owners are to contact KDJPB so a work order can be sent to Jorgensen to complete the job. Emergencies such as a broken line after hours, Property Owners will contact the Sheriff's Department, and Sheriff will contact Jorgensen personnel that are on-call. Rand made a motion to have KDJPB add to all accounts that are sent to the collection agency a fee of 50% of the balance owed to cover the cost of loss from sending the accounts to be collected. Tony 2<sup>nd</sup>. All in favor.

**3 Robin Lane:** Glenn, Dustin, and the property owner will meet at this location in 2 weeks. Dustin suggests charging for the broken lock and 2 trip charges (one call-out at regular charge and one call-out as an emergency call-out of \$175.00 plus the first month water-user bill of \$55.50. An email was sent to Jessica to bill the homeowner of the above amounts.

**Financial Report:**

**Presentation of Bills:** Rand presented the invoices and the checks needing double signatures.

**Bank/Financial Statements:** Rand discussed the statements with the Board.

**Edward Jones:** Glenn must contact Edward Jones to have all accounts changed from electronic to paper copies.

**Upcoming Audit:** Glenn and Rand signed paperwork for the upcoming audit.

**Old Business:**

Bringing the Valves to the Surface: Janae Gale and Carrie Bollock had looked over the valves. They will only approve the 3 valves that have already been started, but not yet. They want to know how this will impact the subdivision. The HOA will get back with the Board by the beginning of October.

**New Business:**

Higher Board Compensation: WY Statutes state that a Board member cannot receive more than \$25 per meeting. It was suggested to possibly give free water to all Board members as compensation for attending monthly meetings instead of \$25 per meeting. Laura will call the State on this subject.

Fire Extinguishers: There are no fire extinguishers at the Sauk Well house. Rand made a motion to have a fire extinguisher at every exterior door at both well houses. Cory 2<sup>nd</sup>. All in favor.

Update Rate and Fees Summary: There was much discussion on the current Rate and Fees Summary being too low, which would cost homeowners more money on their water bills. In the subdivision, 93% of the homeowners would be under \$20,000 gallons of water. Rand made a motion to raise the base rate from 10,000 gallons of water used per month to 20,000 gallons of water used per month and to hold off on billing for usage until January 2026 water bills to work out the kinks from the new billing system. Tony 2<sup>nd</sup>. All in favor.

**Motion to Adjourn:** Rand made a motion to adjourn. Glenn 2<sup>nd</sup>. All in favor. Meeting ended at 8:40 PM. Next month's meeting will be on October 16, 2025, at 6 PM.

Respectfully Submitted,

Laura Whicker, Secretary

Glenn Whicker, President