

Rafter D Improvement & Service District
Regular Meeting Minutes
Monday, August 15, 2022, 5:30 p.m.
400 South Gillette Avenue, Suite 106, Gillette

BOARD MEMBERS PRESENT: Michele Hayden, Wade Howie, Scott Peyrot
OTHERS PRESENT: Helenanne Cathey

Wade Howie called the meeting to order at 5:30 p.m.

- I. Minutes** – The minutes for the last regular meeting and budget hearing on July 18, 2022, were reviewed. The minutes were e-mailed after the last meeting and posted online. Wade Howie moved to approve the minutes as written. Scott Peyrot seconded. Motion carried unanimously.
- II. Treasurer's Report** – The Treasurer's Report and financial information were reviewed. Wade Howie moved to accept the Treasurer's Report and pay bills as presented. Scott Peyrot seconded. Motion carried unanimously.

Bank Balance at End of Last Meeting:			\$24,495.68
Water Deposits 07/01-07/18/22:	\$444.88		
Adjusted Balance Forward:			\$24,940.56
Water Deposits 7/19-7/31/22:	\$340.00		
Interest 7/31/22:		\$1.82	
Xpress Bill pay 8/05/22	\$85.00		
Bank Balance Prior to Meeting;			\$25,367.38
Bills Paid at Current Meeting			
CHK # VENDOR	PURPOSE		AMOUNT
AUTO Powder River Energy	Acct 3230728 7/1-8/1/22	\$115.48	\$620.32
	Acct 3284226 7/1-8/1/22	\$504.84	
1215 Cathey Consulting, LLC	Inv. 6666 – July Admin./Books/Compliance	\$375.00	\$375.00
1216 City of Gillette	Inv. 1492736 – Regional water 7/5-8/2/22 (0 gal.)		\$96.00
1217 Gillette News-Record	Ad 00375389 – Director election ad		\$77.00
1218 Hawkins, Inc.	Inv. 6234178 – Azone 15 (chemicals for water)		\$334.55
1219 Water Guy	Inv. 2022-704 – July Water Op./Meter Rdgs/Billing		\$789.80
TOTAL BILLS PAID:			\$2,292.67
Bank Balance End of Meeting:			\$23,074.71
Receivables balances were reviewed.			

- III. Water System Update** – Reports were available on the water system, meter readings and billing.

IV. Unfinished Business

- a) Roads – There was discussion on the conversations at the last meeting regarding PS Services' work on the roads as well as the cost detail for road work that was presented at the last meeting. Michele Hayden moved to pay PS Services for the work listed on the cost detail report for a total of \$7,495.10. Wade Howie seconded. There was discussion. The District needs to have a W-9 and voucher signed. The report that was provided listed work done, but it didn't list the company's address or other information. After discussion, the consensus is to withdraw the motion, and Scott Peyrot will talk to Pat Schweitzer to get the information required before the District approves paying anything.
- b) Director Election (November 8, 2022 – Hayden, Peyrot – 4 year terms). ANYONE INTERESTED IN RUNNING FOR THE BOARD AND HAVING THEIR NAME ON THE BALLOT MUST FILE AN APPLICATION FOR ELECTION WITH THE SECRETARY OF THE DISTRICT (AT THE OFFICE OF CATHEY CONSULTING) BETWEEN AUGUST 10, 2022, AND AUGUST 30, 2022. AN APPLICATION MAY BE OBTAINED BY CALLING CATHEY CONSULTING

AT 307-685-8235 OR GOING TO WWW.CATHEYCONSULTING.NET –
CLICK ON ELECTION DOCUMENTS.

V. New Business

- a. Helenanne Cathey completed the annual report and Proof of Cash. The Board reviewed and signed the Local Government Annual Report Summary for FYE 6/30/2022.

Wade Howie adjourned the meeting at 6:15 p.m.

Next Regular Meeting: Monday, September 12, 2022, 5:30 p.m.

MEETINGS ARE HELD AT THE OFFICE OF CATHEY CONSULTING AT 400 SOUTH GILLETTE AVENUE, SUITE 106, GILLETTE, WYOMING (K² TECHNOLOGIES BUILDING – USE ENTRANCE ON 4TH STREET).

Respectfully submitted,
Helenanne Cathey, Assistant to the Board

Wade Howie, President (299-3763) / Date

Michele Hayden, Treasurer (307-680-7171) / Date

Scott Peyrot, Secretary (307-680-1658) / Date