

Rafter D Improvement & Service District
Regular Meeting Minutes
Monday, August 6, 2018, 5:30 p.m.
400 South Gillette Avenue, Suite 106, Gillette

BOARD MEMBERS PRESENT: Michele Hayden, Wade Howie, Charity Knopp
 OTHERS PRESENT: Helenanne Cathey, Pat Schweitzer, Heather Butler

Wade Howie called the meeting to order at 5:32 p.m.

- I. Minutes** – The minutes for the last regular meeting and budget hearing on July 5, 2018, were reviewed. The minutes were e-mailed after the last meeting and posted online. Wade Howie moved to approve the minutes as written. Charity Knopp seconded. Motion carried unanimously.
- II. Treasurer's Report** – The Treasurer's Report and financial information were reviewed. Charity Knopp moved to accept the Treasurer's Report and pay bills as presented. Michele Hayden seconded. Motion carried unanimously.

Bank Balance at End of Last Meeting: \$16,367.44

Deposits through 7/31/18: \$1,770.00

Interest 7/31/18: \$2.22

AUTO PAY IN JULY:

Powder River Energy Acct 3230728 5/29-6/26/18 \$172.10

Acct 3284226 5/28-6/29/18 \$67.15

Deposits thru 8/6/18: \$525.00

Bank Balance Prior to Meeting: \$18,425.41

Bills Paid at Current Meeting:

CHK #	VENDOR	PURPOSE	AMOUNT
	AUTO Powder River Energy	Acct 3230728	NO BILL YET
		Acct 3284226	NO BILL YET
1022	Cathey Consulting, LLC	Inv. 4531 – July Admin./Books/Compl.	\$384.50
		Inv. 4507 – Cert. letter	\$6.70
1023	Energy Laboratories	Inv. 171213 – Testing	\$185.00
1024	Gillette News-Record	Ad 00341503 – Director election ad	\$72.07
1025	Hawkins, Inc.	Inv. 4324940 – Azone 15	\$307.72
1026	Water Guy, LLC	Inv. 2018-639 – July Water Oper/Meter Rdgs.	\$548.50
1027	City of Gillette	Regional water 7/1/18-7/31/18	\$80.00
TOTAL BILLS PAID:			\$1,584.49
Bank Balance End of Meeting:			\$16,840.92

Receivables balances were reviewed.

III. The water system information was reviewed (see table below).

Month	Water Usage (Main Meter)	Avg. Daily Usage Main	Water Usage (Distr. Meter)	Avg. Daily Usage Distr	Avg Usage Per Month Per Cust. (16) (Dist. Meter)	Water Loss	Distr. Meter Read with Meters	Meter Readings Total Gallons	Meter Rds Round- ed Total	# / \$ Billed	Diff. from Main Meter
July, 2018							319,396	321,210	325,000	8/\$304	-1,814
June, 2018	233,730	7,540	222,141	7,166	13,883	1.3%	222,173	219,350	218,000	6/\$140	2,823
May, 2018	191,410	6,175	180,036	5,626	11,252	1.2%	181,619	179,410	178,000	3/\$146	2,209
Apr., 2018	105,970	3,312	92,933	2,904	5,808	11%	91,284	81,160	83,000	0	10,124
Mar., 2018	96,690	3,334	90,706	3,128	5,669	23%	90,706	69,660	68,000	0	21,046
Feb., 2018	96,880	3,028	72,726	2,597	6,055		83,989	73,120	73,000	0	10,869
Jan., 2018	116,780	3,434	91,240	2,683	5,702		82,087	73,170	74,000	0	8,917

Dec., 2017	94,360	3,145	74,005	2,467	4,625		74,005	67,080	68,000	0	6,925
Nov, 2017	97,380	3,246	81,155	2,705	5,072		81,155	74,440	73,000	0	6,715
Oct., 2017	119,070	3,969	105,385	3,513	6,586		105,385	110,770	111,000	1/\$6	-5,385
Sept., 2017	320,570	11,054	316,823	10,925	19,801		316,823	310,310	310,000	7/\$318	6,513
*Aug., 2017	259,490	10,810	323,682	13,487	20,230		323,683	324,470	325,000	6/\$340	-787
July, 2017	451,210	11,874	358,760	9,441	22,422		358,760	360,680	362,000	7/\$396	-1,920
June, 2017	237,390	7,913	227,585	7,586	14,224		227,585	221,420	220,000	5/\$148	6,165
May, 2017	133,820	4,461	94,825	3,059	5,926		97,674	92,320	91,000	0/\$0	5,354
April, 2017	92,140	4,006	76,004	3,304	4,750		481,246	430,190	432,000	0/\$0	51,056
Mar., 2017	66,240	2,137	69,182	2,386	4,323						
Feb., 2017	119,500	4,780	74,343	2,564	4,646						
Jan., 2017	116,780	3,434	91,240	2,683	5,702						
Dec., 2016	114,620	3,697	73,641	2,375	4,602						
Nov., 2016	134,330	3,838	97,115	2,775	6,069						
Oct., 2016	129,820	4,188	59,678	1,925	3,729		91,544	83,390	83,000	0/\$0	8,154
Sept., 2016	289,460	9,649	282,538	8,310	17,658		250,912	243,730	242,000	6/\$178	7,182
Aug., 2016	459,585	15,316	419,585	13,986	26,224		419,546	415,560	417,000	8/\$480	3,986
July, 2016	400,430	13,348	382,191	12,740	23,886		382,191	383,100	383,000	8/\$410	-909
June, 2016	363,300	8,449	253,459	12,110	15,841		253,369	242,100	240,000	6/\$174	11,269
May, 2016	229,360	6,371	142,736	3,965	8,921		115,118	112,850	115,000	1/\$30	2,268
April, 2016	172,230	6,151	112,906	3,893	7,056			266,750-3mo	266,000	1/\$64	No #
March, 2016	189,520	4,058			11,845						
Feb., 2016	146,090	4,058			9,130						
Jan., 2016	134,530	5,174			8,408			225,850-3mo	229,000	0	356,580-3m
Dec., 2015	273,790	7,823			17,111						
Nov., 2015	174,110	6,218			10,881						
Oct., 2015	294,520	9,817			18,407			117,530	113,000	0 / \$0	176,990
Sept., 2015	435,900	14,530			27,243			267,160	268,000	0 / \$0	168,740
Aug., 2015	475,520	15,850			29,270			330,410	333,000	0 / \$0	145,110
July, 2015	459,750	15,325			28,734			303,400	302,000	0 / \$0	156,350
June, 2015	279,840	9,328			17,490			89,130	89,000	0 / \$0	190,710
May, 2015	222,700	7,170			13,918			72,420	71,000	0 / \$0	149,850
April, 2015	322,700	9,220			20,168			88,560	82,000	0 / \$0	134,140
March, 2015	304,270	8,452			19,016						
Feb., 2015	223,060	7,195			13,941						
Jan., 2015	207,150	7,672			12,946						
Dec., 14	210,390	7,514			13,149						
Nov., 14	212,100	7,575			13,256						
Oct., 2014	290,380	8,799			18,148						
Sep., 2014	329,050	10,968			20,565						
Aug., 2014	566,560	18,885			35,410						
July, 2014	406,930	14,533			25,433						
June, 2014	241,200	7,781			15,075						
May, 2014	224,740	8,026			14,046						
April, 2014	203,240	6,775			12,702						
Mar., 2014	285,350	9,205			17,834						
Feb., 2014	175,440	6,266			10,965						
Jan., 2014	229,600	7,406			14,350						
Dec., 2013	216,600	6,987			13,537						

IV. Unfinished Business

- a. Letter from Pat Schweitzer – The County requested a letter from the District for him to get approval to build a 50 X 90 shed/shop for parking boat, trucks, etc. The current County zoning requirements won't allow this large of a shop at this time. The County suggested that if the District would send a letter approving this shop, then the County could approve it.

Pat Schweitzer reported that he went to all of his neighbors in the subdivision and got a signature from almost all of the homeowners stating that they didn't have a problem if Pat Schweitzer built this building as he proposed. Wade Howie reported that he called and talked to the County Planning Department, and the County zoning regulations do not allow commercial use in the Rafter D Subdivision. One of the biggest concerns the Board had was that this size building could easily be turned into a commercial building. A landowner expressed a concern to Wade Howie about the building and the District's water system because the water system isn't big enough to be adding more uses onto the water system. There

was discussion on the shop. Pat Schweitzer agreed that he would sign a document stating that the property wouldn't be used for commercial purposes and he agreed that if he sold it, he would have any prospective buyer sign a document as well. Wade Howie reported that he did some research on other properties that are already in the District and the buildings that are there. There was discussion on the size of other buildings already in the District that are comparable to this request.

Megan Nelms from County Planning called into the meeting and joined the discussion. The County has proposed amendments to zoning, and one of those changes is allowing the size of a shop to be two times the footprint of the house, which would allow Pat Schweitzer to build this building. However, these amendments have been tabled until the fourth quarter. Megan Nelms explained that since the new rules would allow this shop, she thought a viable alternative for Pat Schweitzer to build his shop as proposed would be to have the District provide a letter approving the shop. This could allow Pat Schweitzer to build the shop now instead of having to wait until the 4th quarter (assuming the zoning change is approved).

Board members expressed concerns on signing any document that allows a variance from County zoning. The consensus of the Board is that the County zoning requirements should be followed. The Board questions whether they really even have the authority to do what Pat Schweitzer is asking them to do. After discussions and concerns noted by the Board, Megan Nelms said that she is rescinding the offer that something outside of the zoning requirements could be allowed if the District provided a letter of approval. She stated that Pat Schweitzer will need to follow the current County zoning regulations. A landowner can apply for a variance but would have to show a hardship to get a variance approved. She suggested Pat Schweitzer stop and see her next week.

Pat Schweitzer brought up a concern he has with the road and a culvert that is plugged and reported that he will be cleaning out a culvert and fixing a hole in the road.

- b. Director Election November 6, 2018 (Howie, Knopp – 4 year terms & Hayden – 2 year term) – Applications to be on the ballot are due between August 8th and August 28th. The application is available online at www.catheyconsulting.net or by calling Cathey Consulting at 685-8235.

V. New Business

- a. A letter was received from County Public Works regarding the County District Support Grant program. This grant program is funded by the One percent tax, and the Rafter D I& S District has used \$9,504 over the past four years and \$14,004 over the past 8 years. The County is requesting that the District post a sign. Wade Howie moved to pick up a sign to post. Charity Knopp seconded. Motion carried unanimously.

Wade Howie adjourned the meeting at 6:20 p.m.

Next Regular Meeting: Tuesday, October 9, 2018, 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

Charity Knopp, Secretary / Date