

**Rafter D Improvement & Service District
Regular Meeting Minutes
Monday, December 11, 2023, 6:00 p.m.
400 South Gillette Avenue, Suite 106, Gillette**

BOARD MEMBERS PRESENT: Albert Hernandez, Wade Howie, Scott Peyrot
OTHERS PRESENT: Helenanne Cathey

Wade Howie called the meeting to order at 6:00 p.m.

I. Customer / Billing Concerns

None

II. Minutes – Minutes are posted online and e-mailed to those who provide their e-mail addresses. Wade Howie moved to approve the minutes for the regular meeting on September 19, 2023, as written. Scott Peyrot seconded. Motion carried unanimously. There was no meeting in November.

III. Treasurer’s Report – The Treasurer’s Report and financial information were reviewed. Wade Howie moved to accept the Treasurer’s Report and pay the bills as discussed and listed below. Scott Peyrot seconded. Motion carried unanimously.

Bank Balance at End of Last Meeting:		\$12,983.83
Water Deposits 9/1-9/19/23:	\$454.60	
Adjusted Balance Forward:		\$13,438.43
Water Deposits 9/22-9/30/23:	\$543.80	
Interest 09/30/23:	\$5.74	
Xpress bill pay deposit 10/6/23:	\$600.00	
Assessments deposit:	\$150.00	
Water Deposits 10/1-10/31/23:	\$937.46	

Bills paid in October:

<u>CHK #</u>	<u>VENDOR</u>	<u>PURPOSE</u>	<u>AMOUNT</u>
AUTO	Powder River Energy	Acct 3230728 9/1-10/1/23	\$292.12
		Acct 3284226 9/1-10/1/23	\$82.56
1272	Cathey Consulting, LLC	Inv. 7263 – Sept. Admin./Books/Compliance	\$393.75
1273	City of Gillette	Inv. 1731885– Regional water 9/5-10/3/23(0 gal.)	\$96.00
1274	Water Guy	Inv. 2023-963- Sept. Water Op./Meter Rdgs./Billing	\$789.80
TOTAL:			\$1,654.23

Interest 10/31/23:	\$5.65	
Xpress bill pay 11/7/23:	\$945.00	
Water Deposits 11/1-11/30/23:	\$1,376.48	
Assessments deposit 11/10/23:	\$1,800.00	

Bills Paid in November:

<u>CHK #</u>	<u>VENDOR</u>	<u>PURPOSE</u>	<u>AMOUNT</u>
AUTO	Powder River Energy	Acct 3230728 10/1-11/1/23	\$256.59
		Acct 3284226 10/1-11/1/23	\$90.06
1275	Cathey Consulting, LLC	Inv. 7314 – Oct. Admin./Books/Compliance	\$393.75
1276	City of Gillette	Inv. 1749313– Regional water 10/3-11/1/23(0 gal.)	\$96.00
1277	Water Guy	Inv. 2023-1072- Oct. Water Op./Meter Rdgs./Billing	\$789.80
TOTAL:			\$1,626.20

Interest 11/30/23:	\$6.08	
Xpress bill pay 12/6/23:	\$500.00	
Bank Balance Prior to Meeting;		\$17,028.21

Bills Paid at Current Meeting

CHK #	VENDOR	PURPOSE	AMOUNT
AUTO	Powder River Energy	Acct 3230728 11/1-12/1/23	No bill yet.
		Acct 3284226 11/1-12/1/23	No bill yet.
1278	Cathey Consulting	Inv. 7355 – Nov. Admin./Books/Compliance	\$393.75
1279	Energy Laboratories	Inv. 593645 – Water testing	\$53.00
1280	Hawkins, Inc.	Inv. 6627298 – Azone 15	\$362.30
1281	Water Guy	Inv. 2023-1188 – Nov. Water Op./Meter Rdgs/Billing	\$789.80
1282	City of Gillette	Inv. 1766515 - Regional Water 11/2-12/5/23 (0 gal.)	\$96.00
TOTAL BILLS PAID:			\$1,694.85
Bank Balance End of Meeting:			\$15,333.36

Receivables balances were reviewed.

IV. Water System Update – Water system and billing reports were available. There was no update on the lead and copper rule / service lines inventory.

V. Unfinished Business

- a. Spectrum / Petition for those interested in service – Albert Hernandez reported that a petition was submitted to Spectrum, and he followed up with them. Since the request wasn’t rejected up front, it’s a good sign that it will move forward and they hope to get started on construction. In other words, it sounds positive.

VI. New Business

- a. Scott Peyrot moved to ratify a letter of support to Visionary Communications in support of a grant that will help Visionary Communications bring fiber-to-the-home services to the Rafter D area as well as other neighborhoods around Gillette. Albert Hernandez seconded. There was discussion on how this relates to the work Spectrum is doing, and no one at the meeting knew for sure. Motion carried unanimously.
- b. City of Gillette billing / automatic payment option – Wade Howie moved to sign up for the automatic payment option for the City of Gillette monthly bill. Scott Peyrot seconded. Motion carried unanimously.
- c. Annual Election of Officers – Scott Peyrot moved to keep the same slate of officers for the year (Wade Howie, President / Albert Hernandez, Treasurer / Scott Peyrot, Secretary). Wade Howie seconded. Motion carried unanimously.
- d. The County is offering a RoaDS (Road and District Support Incentive) Program for about a year through which they are offering an economic incentive to Districts that enlarge or merge with other Districts. The Board didn’t see any advantage to Rafter D Improvement & Service District at this time.

Wade Howie adjourned the meeting at 6:21 p.m.

Next Meeting: Monday, February 12, 2024, 5:30 p.m. (Regular Meeting)

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,
 Helianne Cathey, Assistant to the Board

 Wade Howie, President (299-3763) / Date

 Albert Hernandez, Treasurer (626-372-3645) / Date

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