

**Rafter D Improvement & Service District**  
**Regular Meeting Minutes**  
**Monday, January 6, 2020, 5:30 p.m.**  
**400 South Gillette Avenue, Suite 106, Gillette**

BOARD MEMBERS PRESENT: Michele, Hayden, Scott Peyrot, Wade Howie  
 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 on November 11, 2019, were reviewed. The minutes were e-mailed after the last meeting and posted online. Wade Howie moved to approve the minutes as written. Michele Hayden 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. Michele Hayden seconded. Motion carried unanimously.

|                                       |                                                    |                    |
|---------------------------------------|----------------------------------------------------|--------------------|
| Bank Balance at End of Last Meeting:  |                                                    | \$19,700.35        |
| Interest 10/31/19:                    | \$2.88                                             |                    |
| Adjusted Balance Forward:             |                                                    | \$19,703.23        |
| Deposits through 11/30/19:            | \$2,643.00                                         |                    |
| Interest 11/30/19:                    | \$2.73                                             |                    |
| Deposits 12/1-12/31/19:               | \$3,895.00                                         |                    |
| <b>CHK # VENDOR</b>                   | <b>PURPOSE</b>                                     | <b>AMOUNT</b>      |
| AUTO Powder River Energy              | Acct 3230728 10/30-11/30/19                        | \$136.95           |
| AUTO Powder River Energy              | Acct 3284226 10/27-12/1/19                         | \$170.48           |
| 1087 Cathey Consulting, LLC           | Inv. 5240 – Nov. Admin./Books/Compliance           | \$384.90           |
| 1088 City of Gillette                 | Inv. 955512 – Regional water 11/1-12/2/19 (0 gal)  | \$80.00            |
| 1089 Water Guy, LLC                   | Inv. 2019-981– Nov. Water Oper/Meter Rdgs.         | \$548.50           |
| TOTAL BILLS PAID:                     |                                                    | \$1,320.83         |
| Interest 12/31/19:                    | NO BANK STATEMENT YET                              |                    |
| Deposits 1/1-1/06/20:                 | \$85.00                                            |                    |
| Bank Balance Prior to Meeting;        |                                                    | \$25,008.13        |
| <b>Bills Paid at Current Meeting:</b> |                                                    |                    |
| <b>CHK # VENDOR</b>                   | <b>PURPOSE</b>                                     | <b>AMOUNT</b>      |
| AUTO Powder River Energy              | Acct 3230728 11/30/19 -                            | NO BILL YET.       |
|                                       | Acct 3284226 12/1/19 -                             | NO BILL YET.       |
| 1090 Cathey Consulting, LLC           | Inv. 5284 – Dec. Admin./Books/Compliance           | \$386.00           |
| 1091 City of Gillette                 | Inv. 969222 – Regional water Dec.                  | \$80.00            |
| 1092 Hawkins, Inc.                    | Inv. 4634443 – Azone 15                            | \$267.60           |
| 1093 Water Guy, LLC                   | Inv. 2019-1066– Dec. Water Oper/Meter Rdgs./repair | \$648.00           |
| TOTAL BILLS PAID:                     |                                                    | \$1,381.60         |
| <b>Bank Balance End of Meeting:</b>   |                                                    | <b>\$23,626.53</b> |
| 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 Rdgs Rounded Total | # / \$ Billed (Over ages) | Diff. from Main Meter |
|------------|--------------------------|-----------------------|----------------------------|------------------------|--------------------------------------------------|------------|-------------------------------|------------------------------|--------------------------|---------------------------|-----------------------|
| Dec., 2019 |                          |                       |                            |                        |                                                  |            | 78,567                        | 67,690                       | 67,000                   | 0                         | 10,877                |

|             |         |        |         |        |        |       |         |             |         |         |         |
|-------------|---------|--------|---------|--------|--------|-------|---------|-------------|---------|---------|---------|
| Nov., 2019* | 165,260 | 5,331  | 96,747  | 3,225  | 6,046  | 27.7% | 96,747  | 69,9809     | 69,000  | 0       | 26,767  |
| Oct., 2019  | 254,520 | 8,484  | 213,821 | 6,897  | 13,363 | 3.3%  | 213,821 | 206,760     | 206,000 | 4/\$158 | 7,061   |
| Sep., 2019  | 344,950 | 11,127 | 309,912 | 9,997  | 19,369 | -5.2% | 309,806 | 326,190     | 329,000 | 7/\$316 | -16,384 |
| Aug., 2019  | 480,980 | 15,515 | 467,911 | 15,094 | 29,244 | 1.52% | 467,985 | 460,890     | 460,000 | 8/\$552 | 7,095   |
| July, 2019  | 345,660 | 11,522 | 332,490 | 11,083 | 20,780 | -4.2% | 332,425 | 346,310     | 345,000 | 7/\$342 | -13,885 |
| June, 2019  | 163,470 | 5,273  | 145,585 | 4,696  | 9,099  | 6.8%  | 139,222 | 129,730     | 131,000 | 2/\$32  | 9,492   |
| May, 2019*  | 123,220 | 4,249  | 101,003 | 3,483  | 6,312  | 7.8%  | 104,536 | 96,300      | 97,000  | 1/\$22  | 8,236   |
| Apr., 2019  | 119,160 | 3,845  | 103,130 | 3,327  | 6,445  | 7.7%  | 106,010 | 97,850      | 97,000  | 1/\$32  | 8,160   |
| Mar., 2019  | 116,350 | 4,012  | 95,805  | 3,304  | 7,271  | 7.7%  | 95,743  | 88,380      | 89,000  | 1/\$26  | 7,363   |
| Feb., 2019  | 122,940 | 3,842  | 105,036 | 3,282  | 6,564  | 7.4%  | 104,320 | 96,550      | 93,000  | 1/\$26  | 7,770   |
| Jan., 2019  | 121,559 | 3,921  | 105,697 | 3,410  | 6,606  | 7.3%  | 106,946 | 99,180      | 101,000 | 1/\$28  | 7,766   |
| Dec., 2018  | 116,731 | 4,169  | 101,867 | 3,638  | 6,366  | 6.2%  | 101,468 | 95,190      | 96,000  | 2/\$26  | 6,278   |
| Nov., 2018  | 134,770 | 4,347  | 115,349 | 3,721  | 7,209  | 6.9%  | 111,836 | 104,160     | 102,000 | 1/\$44  | 7,676   |
| Oct., 2018  | 167,370 | 5,399  | 156,053 | 5,034  | 9,753  | 3.3%  | 159,782 | 154,500     | 156,000 | 2/\$90  | 5,282   |
| Sep., 2018  | 358,170 | 8,068  | 358,045 | 11,189 | 22,377 | 1.8%  | 357,699 | 351,250     | 352,000 | 8/\$356 | 6,449   |
| Aug., 2018  | 386,110 | 11,356 | 386,552 | 11,369 | 24,159 | .39%  | 386,860 | 385,370     | 383,000 | 9/\$418 | 1,490   |
| July, 2018  | 315,360 | 9,855  | 319,674 | 9,990  | 19,810 |       | 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 |
| 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 |

*\*Indicates Flushing was done*

#### **IV. Unfinished Business**

- a. Roads – No update.

#### **V. New Business**

- a. None

Michele Hayden moved to adjourn. Wade Howie seconded. The meeting adjourned 5:43 p.m.

**Upcoming Meetings: Monday, March 2, 2020, 5:30 p.m. (Regular Meeting)**

**MEETINGS ARE HELD AT THE OFFICE OF CATHEY CONSULTING AT 400 SOUTH GILLETTE AVENUE, SUITE 106, GILLETTE, WYOMING (K<sup>2</sup> TECHNOLOGIES BUILDING – USE ENTRANCE ON 4<sup>TH</sup> 5STREET).**

Respectfully submitted,  
Helenanne Cathey, Assistant to the Board

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Wade Howie, President (299-3763) / Date

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

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