

Rafter D Improvement & Service District
Regular Meeting Minutes
Tuesday, November 12, 2018, 5:30 p.m.
400 South Gillette Avenue, Suite 106, Gillette

BOARD MEMBERS PRESENT: Michele Hayden, Wade Howie
BOARD MEMBERS NOT PRESENT: Scott Peyrot (Director-Elect)
OTHERS PRESENT: Helenanne Cathey, Tracy Hayden

Wade Howie called the meeting to order at 5:38 p.m.

- I. Minutes** – The minutes for the last regular meeting on October 9, 2018, 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: \$18,049.52

Deposits through 10/31/18: \$775.78

Interest 10/31/18: \$2.42

AUTO PAY IN OCTOBER:

Powder River Energy Acct 3230728 8/28-9/29/18 \$262.55

Acct 3284226 8/28-9/29/18 \$80.53

Deposits through 11/09/18: \$550.00

Bank Balance Prior to Meeting: \$19,034.64

Bills Paid at Current Meeting:

CHK # VENDOR	PURPOSE	AMOUNT
AUTO Powder River Energy	Acct 3230728 9/29-10/29/18	\$119.70
	Acct 3284226 9/29-10/29/18	\$78.68
1035 Cathey Consulting, LLC	Inv. 4665 – Oct. Admin./Books/Compliance	\$384.50
	Inv. 4635 – Director election mailing	\$37.00
1036 City of Gillette	Inv. 735340 – Regional water Oct.	\$80.00
1037 Gillette News-Record	Ad 00346411 – Director election ad	\$76.58
1038 Water Guy, LLC	Inv. 2018-971 – Oct. Water Oper/Meter Rdgs.	\$548.50
TOTAL BILLS PAID:		\$1,324.96

Bank Balance End of Meeting: **\$17,709.68**

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	Diff. from Main Meter
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	356,580-3m
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. Director Election November 6, 2018 – The ballots were canvassed right before the meeting by Helenanne Cathey, Tracy Hayden and DeLayne Howie. The election results were as follows:

Total ballots mailed: 35

Ballots returned by post office: 2

Number of ballots returned/counted: 13

Votes for one director to serve a two (2) year term: Wade Howie – 13 votes

Votes for two directors to serve four (4) year terms: Michele Hayden – 12 votes

Scott Peyrot – 4 votes

Congratulations to Wade Howie (2 year term), Michele Hayden (4 year term) and Scott Peyrot (4 year term). Thank you for serving on the Board of Directors.

V. New Business

- a. Roads Discussion – Wade Howie reported that he met with the County regarding the roads. An engineer from the County drove the roads with him and made some recommendations including having a contractor come in and shave the edges off where the grass is growing and re-crowning the road, at least in areas, before rock is brought in. The County grant program will help with some of the costs. The County advised that the ditches are deep enough, which is a good thing. There may be a couple of culverts that should be installed. There is at least one culvert that is full. The consensus is to reshape the roads before adding rock. Wade Howie will work on developing a scope to get bids. This will be discussed at the next meeting.
- b. Officers Election – Wade Howie moved to have the following slate of officers:

Wade Howie, President
Michele Hayden, Treasurer
Scott Peyrot, Secretary

Michele Hayden seconded. Motion carried unanimously.

- c. Bank / Signature Card – Michele Hayden moved to update the signature card at the bank, adding Scott Peyrot and removing Charity Knopp. Wade Howie seconded. Motion carried unanimously. Helenanne Cathey will send the information to the bank for the update.

Wade Howie adjourned the meeting at 6:11 p.m.

Next Regular Meeting: Wednesday, January 16, 2019, 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