

**Rafter D Improvement & Service District  
Regular Meeting Minutes  
Monday, November 13, 2017, 5:30 p.m.  
400 South Gillette Avenue, Suite 106, Gillette**

BOARD MEMBERS PRESENT: Michele Hayden, Wade Howie, Charity Knopp  
OTHERS PRESENT: Helenanne Cathey, Sue Latta, Frank Latta, Scott and Nanci Peyrot,  
Tom Civin, Tom Simons, Tracy Hayden

Wade Howie called the meeting to order at 5:33 p.m.

- I. Minutes** – The minutes for the last regular meeting on September 18, 2017, and emergency meeting and special meeting on October 2, 2017, were reviewed. The minutes were e-mailed and mailed after the meetings and posted online. Charity Knopp moved to approve the minutes as written. Wade Howie 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. Wade Howie seconded. Motion carried unanimously.

Bank Balance at End of Last Meeting:	\$16,798.84
Deposits through 9/30/17:	\$405.00
10/02/17 Ck# 1215 – Cathey Consulting – books/adm.	\$376.39
10/02/17 Ck# 1216 – Charity Knopp – Simon Contractors Road Work - reimbursement	\$1,128.64
10/02/17 Ck# 1217 – Water Guy – operator	\$1,925.25
10/30/17 Auto Deduction – PR Energy	\$233.97
10/30/17 Auto Deduction – PR Energy	\$65.51
Deposits through 10/31/17:	\$1,485.00
Deposits 11/1/17-11/10/17:	\$945.00
Bank Balance Prior to Meeting;	\$15,904.08

**Bills Paid:**

CHK #	VENDOR	PURPOSE	AMOUNT
AUTO	Powder River Energy	Acct 3230728 9/29/17-10/26/17	\$99.49
		Acct 3284226 9/29/17-10/26/17	\$43.36
1218	Cathey Consulting, LLC	Inv. 4156 – Oct. Admin./Books/Compl. \$368.33	\$474.92
		Inv. 4112 – Special meeting \$100.00	
		Inv. 4128 – Cert. letter \$6.59	
1219	City of Gillette	Regional water 502070 – 9/1-10/2/17	\$55.88
1220	Hawkins, Inc.	Inv. 4170621 – Azone 15	\$221.75
1221	Water Guy, LLC	Inv. 2017-1128 – Oct. Water Oper/Meter Rdgs.	\$546.50
TOTAL BILLS PAID:			\$1,441.90

**Bank Balance End of Meeting:** **\$14,462.18**

Receivables balances were reviewed.

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

Month	Water Usage (Main Meter)	Average Daily Usage Main	Water Usage (Distr. Meter)	Avg. Daily Usage Distr	Avg Usage Per Month Per Cust. (16) (Dist. Meter)	Distr. Meter Read with Meters	Meter Readings Total Gallons	Meter Readings Rounded Total	# / \$ Billed	Difference from Main Meter
Oct., 2017						105,385	110,770	111,000	1/\$6	-5,385
Sep., 2017	320,570	11,054	316,823	10,925	19,801	316,823	310,310	310,000	7/\$318	6,513
Aug., 2017	6,224,510	259,355	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
August, 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					
February, 2016	146,090	4,058			9,130					
January, 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					
October, 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
August, 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					
February, 2015	223,060	7,195			13,941					
January, 2015	207,150	7,672			12,946					
December, 14	210,390	7,514			13,149					
November, 14	212,100	7,575			13,256					
October, 2014	290,380	8,799			18,148					
Sept., 2014	329,050	10,968			20,565					
August, 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					
March, 2014	285,350	9,205			17,834					
February, 2014	175,440	6,266			10,965					
January, 2014	229,600	7,406			14,350					
December, 13	216,600	6,987			13,537					
November, 13	261,670	8,722			16,354					
October, 13	285,570	9,211			17,848					
September, 13	402,660	13,422			25,166					

#### IV. Unfinished Business

- a. EPA Sanitary Survey Work / Tank Cleaning, Disinfecting, Hatch Installation – The work has been done and all bills received.
- b. Charity Knopp moved to appoint Michele Hayden to the Board to replace Delight Harris (as Director/Treasurer). Wade Howie seconded. Motion carried unanimously.

#### V. New Business

- a. Roads – The District did an assessment for roads this year. The District would like to build up funds for improvements to the roads. It will take time to build up funds. There was discussion on the roads.
- b. There is land north of the subdivision that is for sale, and it is actually under contract. The developer is planning on a small subdivision that will be built with homes similar to what is in Rafter D. There are two 40-acre parcels. They are splitting one into 4 10-acre lots. They aren't splitting the other one for now and don't know for sure what will be done with this lot.

The one road in will be through the District. The covenants will match the subdivision's covenants. The developer talked to Water Guy, and Water Guy said that the District has the water capacity. The Board

reported that the District cannot add anyone else onto the well without an engineer and revising the map and expanding the water right and increasing the number of lots.

The Planning Commission meeting will be rescheduled. Charity Knopp reported that the District will be asking for a contribution for the roads. This development will increase traffic on the roads as well as a temporary increase for construction traffic. The developer plans to start in the spring. There was discussion on working with the contractor to schedule road work at the same time for other parts of Rafter D. Maybe there would be a break in the cost.

There was public comment on the development. A landowner requested that a new road be built better than County minimum specifications. There will be additional traffic besides homeowner traffic (garbage collection, propane trucks, etc.). The current roads are in bad shape now. The roads are muddy. A landowner is planning on asking that the road be topped with limestone. A current well report and drainage report will be requested.

There was discussion on the pond. A landowner has a friend that suggested contacting Ducks Unlimited to see about having them help with some of the maintenance on the pond – stocking it with fish, maybe they would pay for a motor for the well that is there to keep the pond full. Scott Peyrot will look into this. A question was asked if you utilize those funds, will it require that the general public be given access to the pond.

Wade Howie adjourned the meeting at 6:00 p.m.

**Next Regular Meeting: Tuesday, January 9, 2018, 5:30 p.m.**

**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> STREET).**

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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Charity Knopp, Secretary / Date