

Rafter D Improvement & Service District
Regular Meeting Minutes
Tuesday, November 15, 2016, 5:30 p.m.
400 South Gillette Avenue, Suite 106, Gillette

BOARD MEMBERS PRESENT: Wade Howie, Charity Knopp, Delight Harris
 OTHERS PRESENT: Helenanne Cathey

Wade Howie called the meeting to order at 5:35 p.m.

I. Election – The results of the election are as follows:

2 year term: Wade Howie – 8 votes

4 year term: No write-ins

Congratulations and thank you to Wade Howie for being elected to the two year term. Since there was no one that ran for the four year term and there were no write-in votes, Charity Knopp moved to appoint Delight Harris to fill the vacancy until the next regular election. Wade Howie seconded. Motion carried unanimously.

II. Minutes – The minutes for the last regular meeting on October 26, 2016, were reviewed. The minutes were e-mailed and mailed after the meeting and posted online. Wade Howie moved to approve the minutes as written. Charity Knopp seconded. Motion carried unanimously.

III. Treasurer’s Report – The Treasurer’s Report and financial information were reviewed. Delight Harris moved to accept the Treasurer’s Report and pay bills as presented. Charity Knopp seconded. Motion carried unanimously.

Bank Balance at End of Last Meeting:	\$13,929.85
10/27/16 Deposit	\$85.00
10/28/16 Deposit	\$85.00
11/09/16 Deposit – Assessments	\$900.00
11/15/16 Deposit	\$706.00
Bank Balance Prior to Meeting;	\$15,705.85

Bills Paid:

CHK #	VENDOR	PURPOSE	AMOUNT
AUTO	Powder River Energy	Acct 3230726 9/10-10/29/16	\$39.30
		Acct 3284226 9/10-10/30/16	\$5.05
1180	Cathey Consulting, LLC	Inv. 3637 – Oct. Admin./Books/Compliance	\$370.34
1181	Gillette News-Record	Ad 00320613 – Director election ad	\$59.81
1182	Water Guy, LLC	Inv. 2016-1127 – Oct. Water Operator	\$546.50
TOTAL BILLS PAID:			\$1,021.00

Bank Balance After Bills: **\$14,684.85**

Receivables balances were reviewed.

IV. 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	Average Usage Per Month Per Cust. (16 Cust’s)	Distr. Meter Read with Meters	Meter Readings Total Gallons	Meter Readings Rounded Total	# / \$ Billed	Difference from Main Meter
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
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				
August, 2013	798,980	25,774			49,936				
July, 2013	564,170	18,199			35,260				
June, 2013	457,910	15,264			28,619				
May, 2013	296,120	9,552			18,507				
April, 2013									
March, 2013	141,710	4,571			8,856				
February, 2013									
January, 2013	138,640	4,472			8,665				
December, 12	190,950	6,159			11,934				
November, 12	125,740	4,191			7,858				
October, 2012	229,030	7,388			14,314				
September, 12	526,820	17,560			32,926				
August, 2012	626,270	20,202			39,141				
July, 2012	915,150	29,520			57,196				
June, 2012	446,370	14,879			27,898				

V. Unfinished Business

- a. EPA Sanitary Survey – Tank Cleaning – Charity Knopp reported that she talked to Duaine Faucett with Water Guy. Duaine Faucett had about 30 systems that had EPA surveys needing action. He will request an extension to take action on items needing action if needed. The regional connection should be completed in January, so he would like to wait until the regional connection is done and then go in and clean the tank. The District will need to install a hatch. Duaine Faucett will provide an estimate for the hatch. The cleaning will be approximately \$1,500 to \$1,800. Delight Harris moved to authorize the tank cleaning when Duaine Faucett is available and ready to go. Charity Knopp seconded. Motion carried unanimously.
- b. Covenants – There was no further discussion and no action taken on any covenants issues.
- c. Load of limestone for the mailboxes area – Wade Howie and Charity Knopp got prices to get rock for the mailboxes area. Simon and Kuhbacher provided quotes for limestone for \$23.75 and \$24.50 a ton. Both recommended a crushed concrete/asphalt mix instead of the limestone which was \$14.50 a ton and \$16 a ton. These are prices for the material delivered. The County will spread the rock without a charge to the District. Delight Harris moved to authorize getting one belly dump load of crushed concrete/asphalt mix

delivered to the area. Charity Knopp seconded. Motion carried unanimously. Wade Howie will contact Simon Contractors and ask them to coordinate with the County. Charity Knopp will let the County know that the contractor will be calling them to coordinate the delivery of the mixture so the County can spread it.

VI. New Business

- a. Officer Elections – Delight Harris moved to keep the same slate of officers. Charity Knopp seconded. Motion carried unanimously. (Wade Howie, President / Delight Harris, Treasurer / Charity Knopp, Secretary)
- b. Dawson Geophysical Company – Wade Howie signed the agreement as authorized at the October meeting for the seismograph surveying that is being done in the area.

Wade Howie adjourned the meeting at 6:17 p.m.

Next Regular Meeting: Tuesday, January 10, 2017, 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

Delight Harris, Treasurer (689-4122) / Date

Charity Knopp, Secretary / Date