

**Rafter D Improvement & Service District
Regular Meeting Minutes
Tuesday, November 26, 2024, 6:00 p.m.
400 South Gillette Avenue, Suite 106, Gillette**

BOARD MEMBERS PRESENT: Gary Bissonette, Albert Hernandez
BOARD MEMBERS NOT PRESENT: Scott Peyrot
OTHERS PRESENT: Helenanne Cathey

Albert Hernandez called the meeting to order at 6:01 p.m.

- I. Customer / Billing Concerns – None**
- II. Minutes –** Gary Bissonette moved to approve the minutes for the regular meeting on October 29, 2024, as written. Albert Hernandez seconded. Motion carried unanimously.
- III. Treasurer’s Report –** The Treasurer’s Report and financial information were reviewed. Albert Hernandez moved to accept the Treasurer’s Report and pay the bills as presented, except paying Red Tiger \$29,232 today and paying the rest of the bill after the first of the year. Bill Williams from Red Tiger is okay with the District making payments on the remaining balance. Gary Bissonette seconded. Motion carried unanimously.

Bank Balance at End of Last Meeting:	\$45,482.61
Water Deposits 10/1-10/29/24:	\$1,647.80
Adjusted Balance Forward:	\$47,130.41
Interest 10/31/24	\$19.85
Xpress bill pay deposit 11/5/24	\$910.12
Assessments deposit 11/10/24	\$600.00
County Grant deposit 11/25/24:	\$7,685.63
Bank Balance Prior to Meeting;	\$56,346.01

CHK #	VENDOR	PURPOSE	AMOUNT
AUTO	City of Gillette	Inv. 1956701 – regional water 10/2-11/5/24 0 gallons	\$120.00
AUTO	Powder River Energy	Acct 3230728 10/1-11/1/24 \$135.32 Acct 3284226 10/1-11/1/24 \$82.90	\$218.22
1318	Cathey Consulting	Inv. 7837 – Oct. Admin./Books/Compliance	\$393.75
1319	First Northern Bank	Loan payment	\$1,274.28
1320	Red Tiger Well Service	Inv. 2395 – Pull and replace pump, motor, cable pitless spool, coupling, tubing \$44,995.50	\$29,232.00
1321	Water Guy	Inv. 2024-1351 – Locate 10/7/24 \$37.50 Inv. 2024-1184 – Oct. Water Op./Meter Rdgs/ Billing/4 deposit books \$914.62	\$952.12
TOTAL BILLS PAID:			\$32,190.37
Bank Balance End of Meeting:			\$24,155.64*

**Does not include water billing deposits since the first of the month.*

Bills remaining unpaid at the end of the meeting:

Red Tiger Well Service, Inc. – Inv. 2395 – Pull & replace pump, motor, cable, pitless spool, coupling, tubing / Original invoice amount \$44,995.50
\$29,232.00 paid on 11/26/24 \$15,763.50

- IV. Water System Update –** Water system and billing reports were available. Water system projects and specific concerns are listed below.
 - a. Tank Cleaning and replace the control wire that runs from the well to the pump house (will include trenching and running conduit). Project estimate \$6,500 / County grant (DSG 2024.10request of \$1,625
 - i. Pay Request 1 (Water Guy invoice \$1,500 for tank cleaning / grant \$375)

Grant Remaining \$1,250.00

- ii. No invoice yet for the control wire from Water Guy.
- b. Tie in to Regional Water and Water Tank Repair – 2 grants (Work is complete but Red Tiger has not been paid in full yet.)
 - i. County Grant DSG 2024.06
 - 1. Pay Request 1 (Water Guy Invoice 2024-723 \$8,908.97 (33%) / grant \$2,939.96)
 - 2. Pay Request 2 (Red Tiger Invoice 2395 \$29,242.50 (25%) / grant \$7,310.63
(Total invoice \$44,995.50 – applied for another grant)
 - ii. County Grant – Applied for another grant October 29, 2024 – total Red Tiger Invoice \$44,995.50 minus \$29,242.50 on DSG 2024.06) = \$15,753 total with grant request of \$3,938.25
 - iii. Completion report and affidavit to be completed when Red Tiger has been paid in full.
- c. Lead Service Line Inventory
 - i. Water Guy letter that was sent to homeowners with service lines of an “unknown” material.
- d. Water quality concerns (Paul Schlosser, 5260 Force Road) – Gary Bissonette reported that he asked Stefanie Brown from Water Guy to visit with the homeowner to see if they were still having water quality issues. It doesn’t sound like they are having water quality issues any longer but were more concerned about the rates. One option that could help if they continue to have water quality issues is to install a flushing hydrant on the end of the water line that feeds that homeowner’s property, as well as other properties, to see if flushing that line periodically helps. This will be discussed in the spring.

V. Unfinished Business

- a. Spectrum / Petition for those interested in service was submitted (December, 2023) – No update.
- b. Review agreement with Visionary – Gary Bissonette reported that he read the agreement, and Visionary provides monitoring for the well system and pumps, and they have a camera there, but they don’t pay the District any compensation. There was discussion on asking if Visionary would compensate the District an amount each month to at least cover the cost of the electricity that they use.
- c. Director Election (November 5, 2024 – Bissonette – 4 years) – Albert Hernandez, Stacie Hernandez, and Helenanne Cathey canvassed ballots on November 7, 2024. Election results:
Votes for one director to serve a four-year term:
Gary Bissonette – 11 votes
The oath was completed as required.

VI. New Business

- a. There was discussion on an account that is past due because they had their account set up on auto pay, but they had a cap set on their auto pay and when the rates increased, their auto pay wasn’t covering the full bill. They didn’t realize that they weren’t paying the account in full and started falling behind. When they were made aware that they were at a point of being shut off, they figured out what happened, and they are paying extra to catch up their account. The Board agreed that the District will not shut them off.
- b. Gary Bissonette moved to keep the officers the same for the next year (Scott Peyrot, President / Albert Hernandez, Treasurer / Gary Bissonette, Secretary). Albert Hernandez seconded. Motion carried unanimously.

Albert Hernandez moved to adjourn. Gary Bissonette seconded. The meeting was adjourned at 6:55 p.m.

Next Meeting: Monday, January 13, 2025, 6:00 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

Minutes Approval:



Signature

Scott Peyrot

Printed Name

1-13-24

Date



Signature

Albert Hernandez

Printed Name

1/13/2025

Date

Scott Peyrot, President (307-680-1658) / Albert Hernandez, Treasurer (626-372-3645) /
Gary Bissonette, Secretary (253-370-9070)