Rafter D Improvement & Service District
Regular Meeting Minutes
Tuesday, September 15, 2020, 5:30 p.m.
400 South Gillette Avenue, Suite 106, Gillette

BOARD MEMBERS PRESENT: Michele, Hayden, Wade Howie
BOARD MEMBERS NOT PRESENT: Scott Peyrot
OTHERS PRESENT: Helenanne Cathey

Wade Howie called the meeting to order at 5:36 p.m.

I. **Minutes –** The minutes for the last regular meeting and budget hearing on July 2, 2020, 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:			$25,199.80	
Interest 6/30/20:		$2.12		
Adjusted Balance Forward:			$25,201.92	
07/06/20	Ck# 1116 City of Gillette	Bill 1070285 Regional Water 6/1-7/1 (0 gal)		$80.00
07/28/20	Powder River Energy	Acct 3230728 6/1-7/1/20		$362.94
07/28/20	Powder River Energy	Acct 3284226 6/1-7/1/20		$115.50
Deposits through 7/31/20:		$1,454.00		
Interest 7/31/20:		$1.99		

Bills paid in August:

CHK #	VENDOR	PURPOSE	AMOUNT
AUTO	Powder River Energy	Acct 3230728 7/1-8/1/20	$384.54
AUTO	Powder River Energy	Acct 3284226 7/1-8/1/20	$113.91
1117	Cathey Consulting, LLC	Inv. 5585 – July Admin./Books/Compliance	$385.45
1118	City of Gillette	Inv. 1088178 – Regional water 6/1-7/1/20 (0 gal)	$80.00
1119	Energy Laboratories	Inv. 325272 – Testing	$1,232.00
1120	Gillette News-Record	Ad 00362301 – Director election ad	$73.50
1121	Hawkins, Inc.	Inv. 4750855 – Azone 15	$335.16
1122	Water Guy, LLC	Inv. 2020-163– July Water Oper/Meter Rdgs. $548.50	$617.24
		Inv. 2020-183 – 5 gallons sodium hydroch. $68.74	
TOTAL BILLS PAID:			$3,221.80

Deposits 8/1-8/31/20:		$2,503.00	
Interest 8/31/20:		$1.53	
Deposits 9/1-9/15/20:		$2,134.00	
Bank Balance Prior to Meeting;			$27,516.20

Bills Paid at Current Meeting:

CHK #	VENDOR	PURPOSE	AMOUNT
AUTO	Powder River Energy	Acct 3230728 8/1-9/1/20	$438.23
		Acct 3284226 8/1-9/1/20	$111.14
1123	Cathey Consulting, LLC	Inv. 5634 – Aug. Admin./Books/Compliance $386.55	$393.50
		Inv. 5607 – Cert. letter $6.95	
1124	City of Gillette	Inv. 1105103 – Regional water 8/3-9/1 (0 gal.)	$80.00
1125	Hawkins, Inc.	Inv. 4773567 – Azone 15	$335.66
1126	Water Guy	Inv. 2020-242 – Aug. Water Operator/Meter Rdgs.	$548.50
TOTAL BILLS PAID:			$1,907.03
Bank Balance End of Meeting:			**$25,609.17**

Receivables balances were reviewed.

III. The water system information was reviewed (see table below). There was discussion on the water loss.

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
Aug., 2020	635,160	20,489	609,059	19,647	38,066	8%	608,773	599,770	598,000	9/$840	9,003
July, 2020	627,090	19,003	599,098	18,154	37,443	1.3%	599,037	591,500	591,000	9/$814	7,537
June, 2020	487,080	15,712	454,753	14,669	28,422	2..6%	454,753	442,750	445,000	7/$524	12,003
May, 2020	207,520	6,917	153,298	5,110	9,581	5%	153,298	145,270	143,000	2/$68	8,028
Apr., 2020	175,090	5,472	110,803	3,463	6,925	8%	110,803	101,940	103,000	0	8,863
Mar., 2020	133,680	4,610	76,640	2,643	4,790	11%	76,640	67,920	67,000	0	8,720
Feb., 2020	146,680	4,732	80,980	2,612	5,061	13%	80,980	70,650	70,000	0	10,330
Jan., 2020	144,940	4,675	78,238	2,524	4,889	13%	78,238	67,690	70,000	0	10,548
Dec., 2019	143,000	4,767	78,567	2,619	4,910	13.8%	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

**Indicates Flushing was done*

a) Roads – No update. A resident did some work on the roads and discussed the work with Wade Howie, and reported that his cost was about $8,000. He reported that if the District wanted to pay for any of it, he

would be happy with that, but he wasn't pushing for payment. There was discussion. A concern was raised on paying anyone for work that is done without preauthorization. There are also some issues with some of the work that was done along the ditches. A couple of landowners raised concerns where a lot of debris was left in the ditch, and made it so it can't be mowed now and filled up the ditch. There was no interest in paying anything. The District will get bids for road work when funds are available to do some road improvements, and the landowner will be contacted to see if he wants to submit a bid for that work.

b) Director Election (November 3, 2020 – Howie – 4 year term) – The sample ballot was reviewed and will be mailed between October 9th and 19th. The following legal ad will run on October 20, 2020. Ballots will be canvassed at the next meeting.

NOTICE OF DIRECTOR ELECTION
RAFTER D IMPROVEMENT & SERVICE DISTRICT
CAMPBELL COUNTY, WYOMING

Public Notice is hereby given that ballots have been mailed to all qualified electors / landowners within the Rafter D Improvement & Service District for the purpose of electing one director to serve a four (4) year term on the Board of Directors. Candidates include Wade Howie. Replacement ballots may be obtained from Cathey Consulting, LLC at 400 South Gillette Avenue, Suite 106, Gillette, Wyoming, or by calling Helenanne Cathey at 307-685-8235. An "Elector Affidavit" form will need to be completed in order to receive a replacement ballot. All mail ballots must be received by Rafter D Improvement & Service District by mail at P.O. Box 432, Gillette, Wyoming, 82717, or at the office of Cathey Consulting by 5:00 p.m. on Tuesday, November 3, 2020. A polling place will be available at Cathey Consulting, 400 South Gillette Avenue, Suite 106, Gillette, on Tuesday, November 3, 2020, between 9:00 a.m. and 2:00 p.m.

Scott Peyrot, Secretary / Filing Officer
Rafter D Improvement & Service District

II. New Business

a) The Local Government Annual Report Summary for FYE 6/30/2020 was reviewed and signed and will be submitted to the Department of Audit as required.

Wade Howie adjourned the meeting at 5:53 p.m.

Next Meeting: Monday, November 9, 2020, 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

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

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