

**Rozet Ranchettes Improvement & Service District
Special Meeting
Minutes**

Wednesday, April 6, 2022, 6:00 p.m., 400 South Gillette Avenue, Suite 106, Gillette, Wyoming

BOARD MEMBERS PRESENT: Troy Hipsag, Zeke Zebroski
 BOARD MEMBERS NOT PRESENT: Tom Dietz
 OTHERS PRESENT: Helenanne Cathey, Abby Crowley, Scott Crowley,
 Robert Schanck, Darlene Ganje, Courtney Schanck,
 Ben Tracy, Jessica Tracy, Cassie Erickson

President Zeke Zebroski called the meeting to order at 6:01 p.m. The special meeting was called for the purpose of working on the budget and rates.

Helenanne Cathey reviewed the district’s rate history and current budget and there was a great deal of discussion on how much the monthly rate would have to be just to pay the monthly bills. The monthly fee for lots on water is \$80 per month (actually \$86.50 now – which includes the regional tap fee from the City). The District was formed in 2007, and the fee was \$80 per month then and has never been increased.

The following is a brief summary of the District’s budgeted costs (no reserves, no major road projects, no pump replacement or major repairs – just a typical year’s budget) and how those would translate to a monthly fee. Also included are the 20-21 fiscal year actual costs which included adding rock to a section of the roads, and what the monthly fee would have to be to cover those costs.

		BUDGET		Actual	
COSTS SUMMARY		ANNUAL	PER MO	20-21	
Administrative		6,200		5,460.00	
Indirect		3,305		2,798.00	
Operations					
Roads		11,500		29,974.00	<i>(\$39,845 minus \$9,871 county grant)</i>
Water		36,171		26,220.00	
TOTAL		57,176		64,452	
	# of lots paying	Cost per yr	Cost per mo.	Cost per yr	Cost per mo.
	47	1,216.51	101.38	1,371.32	114.28
	38	1,504.64	125.39	1,696.11	141.34
	35	1,633.61	136.13	1,841.49	153.46
47	total lots in the district				
35	lots on water (paying \$86.50 per mo.)				
3	unimproved lots not owned by Roz Ran LLC (\$26.50 per mo.)				
9	unimproved lots owned by Roz Ran LLC (\$6.50 per mo.)				

Most people agreed that the sold “unimproved” lots (3 of them) shouldn’t pay the full amount because they aren’t on water, but they do use the roads, so maybe the “unimproved” lot fee should be increased by the same percentage as the regular monthly fee is increased once that is determined.

This chart isn’t exact – the “38” number wouldn’t actually be 38 at \$125.39 in the Budget column – 35 would be at that full amount and the other 3 would be at the “unimproved” lot fee. This chart was just for consideration with rates.

There was discussion on annual costs and long-term costs. Things like an eventual water tank replacement or well replacement should be considered eventually and maybe reserves set aside for these kinds of long-term system improvements. Two districts in the County are replacing water tanks – one a 120,000 gallon tank for \$365,000 (tank and foundation) and another one is a 110,000 gallon water tank only for \$217,623 (they are

using the existing foundation). Does the District want to have to borrow money when those types of repairs or improvements are required or will we borrow money?

The question was asked if costs would go down if we went 100% on City water. The answer is that most costs would stay. Water Guy’s fees would not change. There may be a few things that cost less, but the District would still have to have an operator, do testing and billing and maintain a water tank and distribution system, water meters, etc.

There was a problem with the well today – it was down for 3 hours. The problem today was due to a power outage. Zeke Zebroski suggested a petition or something to urge Powder River Energy to take this problem seriously and fix it. People are very discouraged over the power outages and lack of response from Powder River Energy. People asked that someone from Powder River Energy be invited to attend the next District meeting. Helenanne Cathey will call Powder River Energy to see if someone will attend the meeting.

There was discussion on the water system, water tank, water well and Water Guy and the increase in costs. Zeke Zebroski will ask Duaine Faucett from Water Guy to attend the next meeting.

A question was asked if the tap fee would increase since rates are increasing. This will be considered in the rate setting process over the next month or so. The consensus is to let people think on the rates that were viewed at this meeting and decide at the May meeting. The rates have to increase, but to what dollar amount? \$125 is a middle number that was discussed – with \$136 on the high end and \$101 on the low end – just for average costs if not trying to budget other things – like rock for the roads or long-term capital reserves. There are other fees that are collected that will help build up reserves or money for things like road maintenance or pump replacement – late fees, for example. A suggestion or request was made for several people to leave the base gallons at 15,000 gallons or at least use the summer gallon average as a base. People want it to look nice in the subdivision, and there is a concern that if it is dropped too much people may stop watering.

Zeke Zebroski moved to change the late fee to \$25 a month. Troy Hipsag seconded. Motion carried unanimously. A notice to homeowners – payments are DUE NO LATER THAN THE 20TH OF THE MONTH. If an account is not paid in full by the 20th, a \$25 late fee will be applied to the account on the 21st. The consensus is to hold off a month before applying late fees due to some of the confusion that has occurred over the past month.

Troy Hipsag moved to set the NSF (bad check / bounced check – including electronic transactions) fee at \$35. Zeke Zebroski seconded. Motion carried unanimously.

Zeke Zebroski moved to keep the shut off/turn on fee at \$200. Troy Hipsag seconded. Motion carried unanimously.

Zeke Zebroski moved to adjourn. Troy Hipsag seconded. The meeting adjourned at 7:07 p.m.

Next Regular Meeting: Tuesday, May 10, 2022, 4:30 p.m.

Other Upcoming Meetings:

Tuesday, May 10, 2022, 4:30 p.m.

Tuesday, July 12, 2022, 4:30 p.m.

Tuesday, September 13, 2022, 4:30 p.m.

Tuesday, November 8, 2022, 4:30 p.m.

Meetings are held at the office of Cathey Consulting, 400 South Gillette Avenue, Suite 106, Gillette (City Hall Mall / K2 Technologies Building) – entrance is on 4th Street across from Arrow Printing.

Respectfully submitted,

Helenanne Cathey, Assistant to the Board

Zeke Zebroski, President Date

Thomas (Tom) Dietz, Vice President Date

Troy Hipsag, Secretary/Treasurer Date