

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

Tuesday, January 10, 2023, 4:30 p.m., 400 South Gillette Avenue, Suite 106, Gillette, Wyoming
Revised 1/11/23

BOARD MEMBERS PRESENT: Tom Dietz, Troy Hipsag, Zeke Zebroski
OTHERS PRESENT: Helenanne Cathey, Kim Hofer

Zeke Zebroski called the meeting to order at 4:30 p.m.

I. Customer Concerns / Billing / Delinquent Accounts & Shut Offs Reports

II. Minutes – Zeke Zebroski moved to approve the minutes for the November 8, 2022, regular meeting as written. Troy Hipsag seconded. Motion carried unanimously.

III. Treasurer’s Report – Troy Hipsag moved to accept the Treasurer’s report and pay bills as presented. Tom Dietz seconded. Motion carried unanimously.

Ending Bank Balance from last meeting:	\$36,363.92		
Water Deposits (10/1-10/31/22)	\$2,110.06		
Xpress bill pay deposit (11/7/22)	\$3,347.57		
Water Deposits (11/1-11/8/22)	\$455.00		
Adjusted Balance Forward:	\$42,276.55		
Water Deposits (11/8-11/30/22):	\$1,810.00		
11/28/22 Powder River Energy Electricity - 10/1-11/1/22	\$264.12		
QuickBooks Balance 11/30/22:	\$43,822.43		
Xpress bill pay deposit (12/05/22):	\$3,007.88		
Water Deposits (12/1-12/31/22):	\$1,613.00		
Bills paid in December:			
Ck#	Payee	Purpose	Amount
AUTO	Powder River Energy	Electricity 11/1-12/1/22	\$441.16
1739	Cathey Consulting	Inv. 6836 – Nov. Admin./Books /Compliance	\$450.00
1740	City of Gillette	Inv. 1561009 – Regional Water 11/2-12/2/22 Base \$352.50 (101,000 gal) \$312.09	\$664.59
1741	Energy Laboratories	Inv. 519447 – Testing	\$52.00
1742	Hawkins	Inv. 6337340 – Chlorine	\$20.00
1743	Water Guy, LLC	Inv. 2022-1179 – Nov. water op./meters read/ Billing \$997.10	\$1,015.85
		Inv. 2022-1208 – Bounced check \$18.75	
TOTAL BILLS:			\$2,643.60
QuickBooks Balance 12/31/22:			\$45,799.71
Xpress Bill Pay deposit 1/5/23:			\$3,131.36
QuickBooks Balance before bills:			\$48,931.07*

*Balance does not reflect Water Guy deposits since the end of the prior month except the Xpress Bill Pay Deposit.

Bills paid at Meeting:

Ck#	Payee	Purpose	Amount
AUTO	Powder River Energy	Electricity – 12/1/22 – 1/1/23	No bill yet.
1744	Cathey Consulting	Inv. 6876 – Dec. books/admin./postage	\$450.00
1745	City of Gillette	Inv. 1577057 – Regional Water 12/2-1/4/23 \$352.50 base / 74,000 gal \$228.66	\$581.16
1746	Energy Laboratories	Inv. 525896 – Water Testing \$52.00 Inv. 525702 – Water Testing \$172.00	\$224.00
1747	Hawkins, Inc.	Inv. 6360417 – Chlorine	\$20.00
1748	Water Guy, LLC	Inv. 2022-1282 – Dec. water op./meters/	\$1,015.85

	billing \$997.10
	Inv. 2022-1304 – Bounced Check \$18.75
TOTAL BILLS:	\$2,291.01
Balance End of Meeting:	\$46,640.06

Receivables – Past due accounts were reviewed.

IV. Water System Update / Water Meter Readings – The water system information was reviewed. The lead and copper service line inventory will be done by October of 2024.

V. Unfinished Business

- a. Powder River Energy came to the July meeting. Zeke Zebroski reported that he hasn't heard back from Powder River Energy regarding the study they were doing on the electricity service in the area. Zeke Zebroski will contact Powder River Energy and get an updated status report on the study.
- b. Roads – Zeke Zebroski talked to the contractor who reported that if it warms up, he should be able to cut some of the washboard out in the roads. The consensus is to have the contractor go ahead and blade the roads if conditions are right.

VI. New Business

- a. Kim Hofer came to the meeting to explain that she bought a vacant lot next to her, and she had to pay the \$1,500 tap fee when she closed on the property. She already owns a lot with a house on it, and she just bought a second lot that she will not be building on – at least for now. Troy Hipsag moved to refund the \$1,500 tap fee for 59 Gold Buckle Place with the contingency that should she ever build or want to use water on that lot, the tap fee will need to be paid. Zeke Zebroski seconded. Motion carried unanimously. This is consistent with the one other person that owns two lots – one lot that is developed and a second lot that is vacant, and they did not pay a tap fee on their second lot. A note will be placed in the files of both of these lots to make sure the tap fee is collected if or when water is developed on those lots.
- b. A thank you to Toby Stephens for doing the neighborly thing and plowing snow on the roads.
- c. Zeke Zebroski reported that a culvert was installed in a driveway that did not meet subdivision and covenants requirements. Zeke Zebroski will contact the landowner.
- d. Zeke Zebroski reported that he has been paying a monthly fee on two accounts that he shouldn't be – one is the lot where the arena sits and on the other is the lot where Phase III will be developed. Zeke Zebroski left the table and asked that the District refund him the amount he has been billed for those lots or apply a credit. Troy Hipsag moved to refund the total amount of \$555.00 for the two lots (Water Guy Account # 2759.01 and 2767.01) and stop billing Zebroski for the lots. Tom Dietz seconded. Motion carried unanimously. Zeke Zebroski returned to the table.
- e. The Board has heard numerous complaints from residents about dogs barking at several lots in the district. People are asked to please be good neighbors and do something if you have dogs that are barking constantly. Maybe invest in a bark collar?

Zeke Zebroski adjourned the meeting at 5:10 p.m.

NOTES / REMINDERS:

Animal Control can be contacted by calling 686-5249 or call the Sheriff's Office at 682-7271. A reminder that the covenants state the following:

Livestock and pets (dogs and cats) will be permitted, provided they are kept under control in an area that is adequately fenced and the premises are kept in a clean and sanitary condition.

Tom Dietz is the board member contact for road maintenance. He will handle contacting the County for blading and plowing the roads. Tom's phone number is 687-7563.

Please be sure to spray or mow the weeds on your property. You can call Campbell County Weed and Pest at 682-4369 to find out more about sprays for specific weeds.

Please remember that any new construction needs to be approved by the Board.

Building: If you are planning on building, plans MUST be submitted to the Board prior to any building per the District's covenants. To protect homeowners and the District, a copy of the plans should be submitted for the District's files. Please remember that covenants are enforced!

Upcoming Meetings: Tuesday, March 14, 2023, 4:30 p.m.

Other Upcoming Meetings:

Tues., May 9, 2023, 4:30 p.m.

Tues., July 11, 2023, 4:30 p.m. / Tues., Sept. 12, 2023, 4:30 p.m. / Tues., Nov. 14, 2023, 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