

Rozet Ranchettes Improvement & Service District

Regular Meeting

Minutes

Tuesday, March 10, 2020, 4:30 p.m., 400 South Gillette Avenue, Suite 106, Gillette, Wyoming

BOARD MEMBERS PRESENT: Tom Dietz, Troy Hipsag, Zeke Zebroski

OTHERS PRESENT: Helenanne Cathey

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

- I. Minutes** – Tom Dietz moved to approve the minutes for the January 14, 2020, regular meeting as written. Troy Hipsag seconded. Motion carried unanimously.
- II. 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:			\$44,743.87
Deposits (through 1/31/20):	\$1,125.00		
QuickBooks Balance 1/31/20:			\$45,868.87
Bills paid in February:			
AUTO Powder River Energy	Electricity 1/1/20-1/31/20	\$566.07	
1578 Cathey Consulting	Inv. 5329 – Jan. books/postage	\$424.95	\$438.85
	Inv. 5337 – Cert. letters	\$13.90	
1579 Hawkins, Inc.	Inv. 4652398 – Chlorine	\$10.00	
1580 Water Guy, LLC	2019-1152– Jan. water oper./meters	\$565.50	
TOTAL BILLS:			\$1,580.42
Deposits (February, 2020):	\$2,696.00		
QuickBooks Balance 02/29/20:			\$46,984.45
Deposits (3/1-3/9/20):	\$2,575.00		
QuickBooks Balance Prior to Meeting:			\$49,559.45
Bills paid at Meeting:			
Ck# Payee	Purpose		Amount
AUTO Powder River Energy	Electricity 1/31-3/1/20		\$ 565.50
1581 Cathey Consulting	Inv. 5377 – Feb. books/postage	\$427.15	\$ 511.65
	Inv. 5345 – Director election mailing	\$63.65	
	Inv. 5386 – Cert. letters	\$20.85	
1582 Gillette News-Record	Ad 00358924 – Director election ad		\$ 89.25
1583 Hawkins, Inc.	Inv. 4663870 – Chlorine	\$335.00	\$ 340.00
	Inv. 4667830 – Chlorine	\$5.00	
1584 Water Guy, LLC	Inv. 2019-1228 – Feb. water op./meters		\$ 565.50
TOTAL BILLS:			\$ 2,057.15
Balance End of Meeting:			\$47,502.30

Receivables – Past due accounts were reviewed.

- III. Water System Update / Water Meter Readings** – The water system information was reviewed.

IV. Unfinished Business

- a. Road work for spring – Troy Hipsag moved to authorize submitting a grant application for crushed concrete/asphalt on approximately 2,573 feet on the east side of Gold Buckle from the Highway and 1,334 feet on the west side of Gold Buckle from the Highway, including around the mailbox areas at both entrances and proceeding with the project for an amount not to exceed \$20,000 after the grant is approved. Tom Dietz seconded. Motion carried unanimously.
- b. Speed limit signs from the County – Zeke Zebroski will install signs as time allows.
- c. Director election (March 17, 2020 – Zebroski – 4 year term) – Troy Hipsag, Tom Dietz and Helenanne Cathey will canvass ballots within 7 days of the election date.

- d. Zeke Zebroski reported that he talked to Levi Jensen with the City regarding the regional connection. There was a delay due to the permits, but they are moving forward. They hope to have it constructed this summer.

V. New Business

- a. The Local Government Liability Pool renewal application was signed to renew the general liability and directors & officers insurance for the next fiscal year.
- b. Budget – The budget was reviewed and updated. There was discussion on the regional system costs. The regional system will cost \$6.50 per tap per month plus \$3.01 per 1,000 gallons each month. The budget will be discussed over the coming months and finalized at the July meeting.

Zeke Zebroski moved to adjourn the meeting. Tom Dietz seconded. The meeting adjourned at 5:14 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!

The next regular meeting will be Tuesday, May 12, 2020, 4:30 p.m. (Regular Meeting)

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