

Rozet Ranchettes Improvement & Service District

Regular Meeting

Minutes

Tuesday, March 12, 2019, 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 as written for November 13, 2018, regular meeting and the February 11, 2019 special meeting. 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 November Minutes:			\$38,497.53
Deposits (through 11/30/18):	\$1,502.00		
QuickBooks / Balance 11/30/18:	\$39,999.53	Bank:	\$39,999.53
Bills paid in December:			
AUTO Powder River Energy	Electricity 10/29/18 – 12/01/18		\$650.75
1523 Cathey Consulting	Inv. 4708 – Nov. books/postage		\$424.00
1524 Water Guy, LLC	2018-1064 – Nov. water oper.		\$563.50
1525 Young Contracting	Grade road (2 hrs) & spread rotomill		\$280.00
TOTAL BILLS:			\$1,918.25
Deposits (December, 2018):	\$2,616.77		
QuickBooks Balance 12/31/18:	\$40,698.05	Bank:	\$40,698.05
Deposits (through 1/8/19):	\$668.00		
QuickBooks Balance Prior to January Scheduled Meeting Date:			\$41,366.05
No meeting in January. Bills Paid:			
AUTO Powder River Energy	Electricity 12/1/18-12/28/19		\$550.26
1526 Cathey Consulting	Inv. 4749 – Dec. books/postage		\$444.92
1527 Hawkins	Inv. 4402439 – Chlorine		\$10.00
1528 Water Guy	Inv. 2018-1148 – Dec. water oper.		\$563.50
TOTAL BILLS:			\$1,568.68
Deposits (through January 31, 2019):	\$2,839.00		
QuickBooks Balance 1/31/19:	\$42,636.37	Bank:	\$43,199.87
*Checks Outstanding: Ck# 1528 Water Guy	\$563.50 / Adjusted bank balance: \$42,636.37		
Deposits (February, 2019):	\$2,771.00		
Bills paid in February, 2019:			
AUTO Powder River Energy	Electricity 12/28/19 – 1/31/19		\$722.65
1529 Cathey Consulting	Inv. 4793 – Jan. books/postage	\$425.50	\$432.35
	Inv. 4801 – Cert. letter		\$6.85
1530 Hawkins	Inv. 4421858 – Chlorine	\$10.00	\$20.00
	Inv. 4435658 – Chlorine		\$10.00
1531 Red Tiger Well Svc.	Inv. 2076 – Pull well, replace pump		\$7,936.00
1532 Water Guy	Inv. 2019-82 – Call out / pump	\$557.50	\$1,121.00
	Inv. 2019-59 – Jan. water oper.		\$563.50
TOTAL BILLS:			\$10,232.00
QuickBooks Balance 2/28/19:	\$35,175.37	Bank:	\$35,175.37
Deposits (through March 12, 2019):	\$1,335.00		
QuickBooks Balance Prior to Meeting:			\$36,510.37
Bills paid at Meeting:			
Ck#	Payee	Purpose	Amount
AUTO	Powder River Energy	Electricity 1/31/19 – 2/28/19	\$628.46

1533	Cathey Consulting	Inv. 4834 – Feb. books/postage \$426.05	\$ 439.75
		Inv. 4843 – Cert. letters \$13.70	
1534	Hawkins, Inc.	Inv. 4450449 – Chlorine	\$ 10.00
1535	Water Guy, LLC	Inv. 2019-148 – Feb. water op./meters	\$ 563.50
TOTAL BILLS:			\$ 1,641.71
Balance End of Meeting:			\$34,868.66

Receivables – Past due accounts were reviewed.

III. Water System Update / Water Meter Readings – The water system information was reviewed. There is a leaks somewhere in the water system. The meters are not read year round. They are only read April through October. Tom Dietz moved to have Water Guy read the meters and look for any high usages. Zeke Zebroski seconded. Motion carried unanimously.

IV. Unfinished Business

- a. Regional Water – Zeke Zebroski reported that he talked to Duaine Faucett regarding the approval for him to go ahead with work to prepare the system for the regional connection for a cost not to exceed \$5,000.
- b. Road work – Zeke Zebroski reported that the contractor that the District used last time, Dave Young, has moved, and he may not be available, but there are other contractors. Nothing can be done on the roads yet, but within a couple of months they will need bladed.
- c. There was discussion on vehicles that are sitting out in the open that are clearly inoperable and are torn apart or have been sitting there for a year or so. There is one vehicle with the front end tore off. This is a violation of covenants. A note was included in the newsletter that was mailed in December. The consensus is to send letters to the individual property owners that are an issue. It was noted that one of the reasons that houses sell in this area is because we keep our properties looking nice, and there are a couple of landowners that need to do something about the vehicles in their yards. All three Board members will sign the letter.

V. New Business

- a. The renewal application for the Local Government Liability Pool was reviewed and signed to renew the insurance for the next fiscal year.
- b. The County approved the grant request of \$2,124. Zeke Zebroski moved to approve the grant agreement with Campbell County for the well repair. Troy Hipsag seconded. Motion carried unanimously.
- c. The budget for 7/1/19 – 6/30/20 was reviewed. It will be updated at the next meeting.

Zeke Zebroski moved to adjourn the meeting. Tom Dietz seconded. The meeting adjourned at 5:08 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 14, 2019, 4:30 p.m.

2019 meetings:

July 9, 2019, 4:30 p.m.

September 10, 2019, 4:30 p.m.

November 12, 2019, 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