

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

**Tuesday, November 8, 2022, 4:30 p.m., 400 South Gillette Avenue, Suite 106, Gillette, Wyoming**

BOARD MEMBERS PRESENT: Tom Dietz, Troy Hipsag  
 BOARD MEMBERS NOT PRESENT: Zeke Zebroski  
 OTHERS PRESENT: Helenanne Cathey

Tom Dietz called the meeting to order at 4:30 p.m.

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

- a. E-mail from Cheyenne at Water Guy:  
 “Hey just wanted to send out an fyi regarding non payment water turn off/ons. We have a lot of homeowners that choose to pay towards the end of the day after their water has been shut off and it requires our water operators to go out after hours to turn them on. We have not been charging our after hours rate for this, however, it pulls them away from their personal time so going forward, for anyone who has been shut off for non payment and they pay after 4:00pm, we will offer an option to pay an extra \$50 for us to come out that night/weekend if it's a weekend, to turn the water back on or they can wait until the next business day. We will be charging after hours labor on our invoices so we want to ensure the subdivision is paid back for that charge.”

**II. Minutes** – Tom Dietz moved to approve the minutes for the September 13, 2022, regular meeting as written. Troy Hipsag seconded. Motion carried unanimously.

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

Ending Bank Balance from last meeting:		\$38,575.10
Water Deposits (9/1-9/13/22)	\$707.50	
Adjusted Balance Forward:		\$39,282.60
Water Deposits (9/14-9/30/22):	\$1,881.90	
QuickBooks Balance 9/30/22:		\$41,164.50
Xpress bill pay deposit (10/10/22):	\$3,263.72	
Water Deposits (10/1-10/31/22):	No Statement Yet.	

Ck#	Payee	Purpose	Amount
AUTO	Powder River Energy	Electricity 9/1-10/1/22	\$278.21
1727	Cathey Consulting	Inv. 6746 – Sept. Admin./Books /Compliance	\$450.00
1728	City of Gillette	Inv. 1527041 – Regional Water 9/2-10/4/22	\$958.14
		Base \$352.50 (196,000 gal) \$605.64	
1729	Energy Laboratories	Inv. 506789 – Testing	\$132.00
1730	Hawkins	Inv. 6290163 – Chlorine	\$20.00
1731	Liberty Mutual Insur.	Insurance for 10/11/22 – 10/11/23	\$2,912.00
1732	Water Guy, LLC	Inv. 2022-933 – Sept. water op./meters read/ Billing/bounced check \$1,015.85	\$1,053.35
		Inv. 2022-967 – Bounced checks \$37.50	
	<b>TOTAL BILLS:</b>		<b>\$5,803.70</b>
	QuickBooks Balance 8/31/22:		\$38,624.52
	Xpress Bill Pay deposit 11/6/22:	No Statement Yet.	
	QuickBooks Balance before bills:		\$38,624.52*

\*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 – 10/1/22 – 11/1/22	No bill yet.

1733	Energy Laboratories	Inv. 510488 – Water Testing	\$132.00
1734	VOID		
1735	Hawkins, Inc.	Inv. 6313361 – Chlorine \$20.00	\$20.00
1736	Water Guy, LLC	Inv. 2022-1059 – Oct. water op./meters/billing	\$997.10
1737	Cathey Consulting	Inv. 6801 – Oct. books/postage	\$450.00
1738	City of Gillette	Inv. 1544075 – Regional Water 10/4-11/2	\$661.50
		\$352.50 base / 100,000 gal \$309	
<b>TOTAL BILLS:</b>			<b>\$2,260.60</b>
<b>Balance End of Meeting:</b>			<b>\$36,363.92</b>

**Receivables** – Past due accounts were reviewed.

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

**V. Unfinished Business**

a. Powder River Energy came to the July meeting. They were going to get back to the District on a few issues. We still haven’t heard from them. This will be on the next meeting agenda.

**VI. New Business**

a. A homeowner asked if the roads would be bladed soon. There was discussion on blading roads, and the consensus is to go ahead and blade roads if adequate moisture is received prior to a hard freeze, otherwise it may be spring. A light blading may be done if possible yet this year.

Tom Dietz moved to adjourn. Troy Hipsag seconded. The meeting adjourned at 4:36 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, January 10, 2023, 4:30 p.m.**

**Other Upcoming Meetings:**

**Tues., Mar. 14, 2023, 4:30 p.m. / 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 4<sup>th</sup> Street across from Arrow Printing.

Respectfully submitted,  
Helennane Cathey, Assistant to the Board

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Zeke Zebroski, President

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Date

