

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

**Tuesday, September 11, 2018, 4:30 p.m., 400 South Gillette Avenue, Suite 106, Gillette, Wyoming**

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

President Zeke Zebroski called the meeting to order at 4:48 p.m.

- I. **Minutes** – Tom Dietz moved to approve the minutes as written for the last regular meeting and budget hearing on July 10, 2018. Zeke Zebroski seconded. Motion carried unanimously.
- II. **Treasurer’s Report** – Tom Dietz moved to accept the Treasurer’s report and pay bills as presented. Zeke Zebroski seconded. Motion carried unanimously.

Ending Bank Balance from Last Minutes:		\$36,425.56
Deposits (through 7/31/18):	\$1,023.00	
Quickbooks / Balance 7/31/18:	\$37,448.56	Bank: \$37,448.56
Bills paid in July/August:		
1505 Simon	Gravel	\$2,043.04
<b>REGULAR JULY BILLS:</b>		
AUTO Powder River Energy	Electricity 6/28/18-7/26/18	\$384.52
1506 Cathey Consulting	Inv. 4533 – July books/postage \$430.50	\$437.20
	Inv. 4541 – Cert. letter \$6.70	
1507 Hawkins, Inc.	Inv. 4311791 – Chlorine \$10.00	\$20.00
	Inv. 4331183 – Chlorine \$10.00	
1508 Stephens Trucking	Inv. 1616 – 5 loads rock	\$250.00
1509 Water Guy, LLC	2018-644 – July water oper.	\$563.50
TOTAL BILLS (Excluding Simon):		\$1,655.22
Deposits (August, 2018):	\$3,252.00	
Quickbooks Balance 8/31/18:	\$37,002.30	Bank: \$37,252.30*
	*Checks Outstanding: Ck# 1508 Stephens Trucking \$250.00	
Deposits (through 8/11/18):	\$1,332.00	
QuickBooks Balance Prior to Meeting:		\$38,334.30
Bills paid at Meeting:		
Ck#	Payee	Purpose
		Amount
AUTO	Powder River Energy	Electricity 7/26/18-8/28/18
		\$ 339.61
1510	Cathey Consulting	Inv. 4573 – Aug. books/postage
		\$ 428.50
1511	Energy Laboratories	Inv. 176195 – Testing
		\$ 185.00
1512	Hawkins, Inc.	Inv. 4350098 – Chlorine
		\$ 10.00
1513	Water Guy, LLC	Inv. 2017-764 – Aug. water op./meters
		\$ 563.50
TOTAL BILLS:		\$1,526.61
<b>Balance End of Meeting:</b>		<b>\$36,4807.69</b>

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

- III. **Water System Update / Water Meter Readings** – The water system information was available for review. Zeke Zebroski reported that he is working with the City and the County on the regional connection to get connected as soon as possible. He is also working with Duaine Faucett (Water Guy) on what will be needed for the connection.

#### **IV. Unfinished Business**

- a. Road Issues – Rock was put down this summer. The Board is pleased with the work that was done. The bill for the blading has not been received. There may be a benefit to doing a little work on the east side with the blade.

#### **V. New Business**

- a. A letter was reviewed from the County regarding the One Percent Tax and the District Support Grant Program which is fully funded by the One Percent. Rozet Ranchettes ISD has received \$11,386 over the past four years and \$13,984 over the past eight years. The County is requesting the District post a sign.
- b. The plans for a building were reviewed for Darcy and Tommy Verhasselt at 11 Casey Tibbs Court. The Board didn't have any problem with the building plans, but they want to make sure it is 50' off of the lot line and want to ensure it complies with the District's covenants. Zeke Zebroski moved to approve the building plans under the condition that it complies with all of the District's covenants and proper setbacks are observed. Tom Dietz seconded. Motion carried unanimously. The setback requirement is off of the property line – not the road.
- c. There was discussion on crushed concrete/asphalt around the mailboxes. This item will remain on the list of tabled items.
- d. There is a concern about the junk vehicles in the District. A reminder to homeowners to review the covenants as it pertains to inoperable vehicles. Page 3 of the covenants (article VI – Vehicles) states the following:

...Unlicensed, unused, stripped down, partially wrecked, immobile or inoperative vehicles must be parked in approved outbuildings.”

Zeke Zebroski adjourned the meeting 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.

**The next regular meeting will be Tuesday, November 13, 2018, 4:30 p.m.**

#### **2019 meetings:**

January 8, 2019, 4:30 p.m.  
March 12, 2019, 4:30 p.m.  
May 14, 2019, 4:30 p.m.  
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 4<sup>th</sup> Street across from Arrow Printing.

Respectfully submitted,  
Helennne Cathey, Assistant to the Board

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Zeke Zebroski, President Date

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Thomas (Tom) Dietz, Vice President Date

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Troy Hipsag, Secretary/Treasurer Date