

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

Tuesday, September 12, 2017, 4:30 p.m., 400 South Gillette Avenue, Suite 106, Gillette, Wyoming

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

OTHERS PRESENT: Helenanne Cathey

President Zeke Zebroski called the regular meeting to order at 4:40 p.m.

- I. Minutes** – Troy Hipsag moved to approve the minutes as written for the last regular meeting and budget hearing on July 11, 2017, and special meeting on August 15, 2017. Tom Dietz seconded. Motion carried unanimously.
- II. Treasurer’s Report** – Zeke Zebroski moved to accept the Treasurer’s report and pay bills as presented. Troy Hipsag seconded. Motion carried unanimously.

Ending Bank Balance from Last Minutes:	\$27,161.95
06/28/17 PR Energy Capital Credits applied to bill	+\$10.26
Adjusted Balance Forward	\$27,172.21
Deposits (through 7/31/17):	\$821.00
07/31/17 Powder River Energy – Electricity	\$414.82
Quickbooks / Balance 07/31/17:	\$27,578.39 Bank: \$27,578.39
Bills paid in August:	
AUTO Powder River Energy Electricity 7/1/17-7/30/17	\$404.90
1457 Cathey Consulting Inv. 4013 – July books/postage	\$408.82
1458 Hawkins, Inc. Inv. 4065720 – Chlorine	\$340.00
	Inv. 4118168 – Chlorine \$325.00
	Inv. 4122640 – Chlorine \$5.00
1459 Water Guy, LLC 2017-813 – July water oper.	\$563.50 \$656.50
	2017-827 – No water call out \$93.00
1460 Griswold Spraying Inv. 1644 – Weed Spraying	\$612.50
TOTAL BILLS:	\$2,422.72
Deluxe Checks (ordered through First National Bank)	-\$26.25
Deposits (through 08/31/17):	\$3,347.00
Quickbooks Balance 08/31/17:	\$28,476.42 Bank: \$28,476.42
Deposits (through 09/12/17):	\$990.00
QuickBooks Balance Prior to Meeting:	\$29,466.42
Bills paid at Meeting:	
Ck# Payee Purpose	Amount
AUTO Powder River Energy Electricity 7/30/17 – 8/28/17	\$ 368.45
1461 Cathey Consulting Inv. 4057 – July books/postage	\$ 523.47
	Inv. 4067 – Certified letter \$13.18
	Inv. 4026 – 8/15/17 Special meeting \$100.00
1462 Energy Laboratories Inv. 100685 – Testing	\$ 430.00
	Inv. 100707 – Testing \$130.00
1463 Ohio Casualty Co. Insurance	\$1,651.00
1464 Water Guy, LLC Inv. 2017-906 – Aug. water op./meters	\$ 563.50
TOTAL BILLS:	\$3,536.42
Balance End of Meeting:	\$25,930.00

Receivables – Past due accounts were reviewed. Tom Dietz moved to file a lien on 75 Gold Buckle Place. Zeke Zebroski seconded. Motion carried unanimously.

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

IV. Unfinished Business

- a. Road Issues
 - i. Ditch in front of 25 Gold Buckle Place – No update.
 - ii. Blading – There is rain in the forecast so it would be a good time to do some blading later this week. \$500 was approved for blading at the last meeting. Troy Hipsag will call the County to see if they will be doing any blading. If not, Zeke Zebroski will call a few contractors to find someone to blade the roads.
- b. Covenants Concerns:
 - i. 7/24/17 – 17 Gold Buckle Place – A letter was mailed regarding getting the roof back on the barn or removing the barn. Plans were requested. There has been no response. There are trusses on the ground so it appears that the landowner is trying to get the barn completed. Troy Hipsag will stop and talk to the landowner.

V. New Business

- a. Troy Hipsag moved to revise the budget to reflect a Powder River Energy credit in June. Zeke Zebroski seconded. Motion carried unanimously.
- b. Director Election (March 20, 2018 – Dietz and Hipsag). The following legal ad will run in the News-Record on November 22, 2017.

NOTICE OF DIRECTOR ELECTION
ROZET RANCHETTES IMPROVEMENT & SERVICE DISTRICT
CAMPBELL COUNTY, WYOMING

Public Notice is hereby given that on Tuesday, March 20, 2018, an election shall be held for the purpose of electing two Directors to serve four (4) year terms on the Board of Directors for the Rozet Ranchettes Improvement & Service District. The election shall be conducted by mail ballot, and anyone entitled to vote shall receive a ballot with a return envelope stating the date and time the ballot must physically be in the hands of the elected official. There will be no polling place.

Any qualified elector may run for Director by filing an application for election with the Secretary of the District or with Helenanne Cathey (685-8235 or hlcathey@collinscom.net) between December 20, 2017, and January 9, 2018. A qualified elector means a person who is an owner of land within the district, or the person holding record fee title to real property, or a registered voter of the District.

Troy Hipsag, Secretary/Treasurer / Filing Officer
Rozet Ranchettes Improvement & Service District

- c. There was discussion on a couple of landowners who were thinking about getting a sprayer. When spraying for someone else, a commercial license is required and insurance. There was discussion on getting a quote from someone else for spraying. There are concerns on the job that was done. Zeke Zebroski moved to contact Griswold spraying to have them spray again spending up to \$600, asking them to deal with homeowner concerns that were noted. Troy Hipsag seconded. Motion carried unanimously.
- d. Bob Isenberger is building a garage at 12 Casey Tibbs Court. A drawing was reviewed of the plans. The color scheme will match the house (same siding as the house). There will be a breeze way between the house and garage. Zeke Zebroski moved to approve the plans for the garage as presented. Tom Dietz seconded. Motion carried unanimously.
- e. There was discussion on the water overage rates. The regional water rates are \$3.01 per 1,000 or \$6.03 per 1,000 depending on if you are at the intermittent or full time usage rate. There will be discussions on the rates during the budgeting process next spring.

Zeke Zebroski moved to adjourn the meeting. Troy Hipsag seconded. The meeting adjourned at 5:25 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 14, 2017, 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