

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

Tuesday, September 13, 2016, 4:30 p.m., 400 South Gillette Avenue, Suite 106, Gillette, Wyoming

BOARD MEMBERS PRESENT: Zeke Zebroski, Tom Dietz, Troy Hipsag
OTHERS PRESENT: Helenanne Cathey

President Zeke Zebroski called the meeting to order at 4:33 p.m.

- I. Minutes** – Tom Dietz moved to approve the minutes as written for the last regular meeting and budget hearing on July 12, 2016. Troy Hipsag 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:		\$43,528.33
Deposits (through 7/31/16):	\$1,499.00	
Quickbooks / Balance 7/31/16:	\$45,027.33	Bank: \$45,027.33
Bills paid in August:		
AUTO Powder River Energy	Electricity 5/30/16-6/29/16	\$342.87
1408 Cathey Consulting	Inv. 3462 – lien \$27.00	\$466.51
	Inv. 3497 – July books/postage \$413.63	
	Inv. 3510 – cert. letters \$25.88	
1409 Hawkins, Inc.	Inv. 3910455 – Chlorine \$5.00	\$15.00
	Inv. 3926561 – Chlorine \$10.00	
1410 Water Guy, LLC	2016-727 water turned off \$62.00	\$625.50
	2016-796 – July water operator \$563.50	
TOTAL BILLS:		\$1,449.88
Deposits (through 8/31/16)	\$3,367.00	
Quickbooks Balance 8/31/16:	\$46,944.45	Bank: \$46,944.45
Deposits (through 9/13/16):	\$2,465.00	
QuickBooks Balance Prior to Meeting		\$49,409.45
Bills paid at Meeting:		
Ck#	Payee	Purpose
		Amount
AUTO	Powder River Energy	Electricity 6/29-7/30/16
		\$ 327.98
1411	Cathey Consulting	Inv. 3542 – August books/postage
		\$ 407.52
1412	Hawkins, Inc.	Inv. 3942579 – Chlorine
		\$ 10.00
1413	Kuhbacher Trucking	Inv. 9473 – Rock / Road Work
		\$14,790.00
1414	Liberty Mutual	Insurance Renewal 10/11/16-10/11/17
		\$ 1,598.00
1415	Water Guy, LLC	Inv. 2016-903 – Aug. water op./meters \$563.50
		\$ 625.50
		Inv. 2016-948 – water turned on \$62.00
TOTAL BILLS:		\$17,759.00
Balance End of Meeting:		\$31,650.45

Receivables – Past due accounts were reviewed. Troy Hipsag moved to file a Notice of Satisfaction of Lien on 91 Gold Buckle Place. Tom Dietz seconded. Motion carried unanimously.

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

IV. Unfinished Business

- a) Roads – A grant application was approved by the County on September 7, 2016 for \$3,335. The road project was completed last week. The pay request, completion report and close out letter were signed and will be submitted to the County. The road looks really good, and there was discussion on doing the rest of the road. Tom Dietz moved to apply for another County

Grant for finishing up the road and move forward if the grant is awarded by the County. Zeke Zebroski seconded. Motion carried unanimously. A grant application was signed and will be submitted to the County.

- b) Spraying – Up to \$1,200 authorized for spraying (May meeting) – Spraying was done one time. No bills have been received. Zeke Zebroski will contact Merv.

V. New Business

- a. The insurance renewal was received and was available for review. Troy Hipsag moved to approve the new policy. Tom Dietz seconded. Motion carried unanimously.
- b. The Local Government Liability Pool sent an information letter regarding various issues that arose last year for Districts. The letter was reviewed and will be filed. A nomination form was also received if anyone was interested in running for the Joint Powers Board that runs the LGLP.
- c. The Local Government Annual Report Summary FYE 6-30-2016 was signed to submit to the Wyoming Department of Audit along with the Proof of Cash completed by Helenanne Cathey.

Zeke Zebroski moved to adjourn the meeting. Troy Hipsag seconded. The meeting adjourned at 5:07 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.

The next regular meeting will be Tuesday, November 8, 2016, 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