

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

**Tuesday, November 12, 2024, 4:30 p.m., 400 South Gillette Avenue, Suite 106, Gillette, Wyoming**

BOARD MEMBERS PRESENT: Jeff Carter, Troy Hipsag, Zeke Zebroski  
OTHERS PRESENT: Helennane Cathey

Zeke Zebroski called the meeting to order at 4:36 p.m.

- I. **Customer Concerns / Billing / Delinquent Accounts & Shut Offs Reports** – Reports were available for review. Zeke Zebroski called Water Guy regarding the water usage / loss in September and questions on two accounts (2768.02 should be \$125 instead of \$38 and 2769.02 should be \$38 instead of \$0).
- II. **Minutes** – Troy Hipsag moved to approve the minutes for the September 10, 2024, regular meeting as presented. Jeff Carter seconded. Motion carried unanimously.
- III. **Treasurer’s Report** – Troy Hipsag moved to accept the Treasurer’s report and pay bills as presented. Zeke Zebroski seconded. Motion carried unanimously.

|  |             |
|--|-------------|
| Ending Bank Balance from last meeting:                           | \$56,719.10 |
| Water Deposits (9/1-9/10/24)                                     | \$125.00    |
| Adjusted Balance Forward:  | \$56,844.10 |
| 09/30/24 – AUTO PAY – Powder River Energy Electricity 8/1-9/1/24 | \$302.75    |
| Water Deposits (9/11-9/30/24)                                    | \$1,541.21  |
| Xpress bill pay deposit (10/05/24)                               | \$3,817.00  |
| Water Deposits (10/1-10/31/24)                                   | \$3,404.30  |

Bills paid in October:

| Ck#  | Payee               | Purpose   | Amount     |
|------|---------------------|---|------------|
| AUTO | City of Gillette    | Bill 1938326 – Regional water 9/3-10/1/24<br>Base \$352.50 (193,000 gal.) \$596.37        | \$948.87   |
| AUTO | Powder River Energy | Electricity 9/1-10/124  | \$289.36   |
| 1855 | Cathey Consulting   | Inv. 7780 – Sept. Adm./Books /Comp.   | \$472.50   |
| 1856 | Hawkins, Inc.       | Inv. 6863266 – Chlorine   | \$10.00    |
| 1857 | Water Guy, LLC      | Inv. 2024-1049 – Sept. water op.<br>meters read/billing/replaced cracked<br>chlorine tube | \$1,082.90 |

TOTAL BILLS: \$2,803.63

Xpress bill pay deposit (11/5/24) \$3,271.03

QuickBooks Balance before bills: \$65,771.26\*

\*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 – 10/1/24 – 11/1/24  | \$271.62   |
| AUTO | City of Gillette    | Inv. 1955803 – Regional water 10/1-11/4/24<br>Base \$352.50 (130,000 gal) \$401.70 | \$754.20   |
| 1858 | Cathey Consulting   | Inv. 7839 – Oct. Admin./Books/Compl.   | \$472.50   |
| 1859 | Energy Laboratories | Inv. 668275 – Testing / fluoride   | \$53.00    |
| 1860 | Hawkins, Inc.       | Inv. 6889180 – Chlorine  | \$20.00    |
| 1861 | Water Guy           | Inv. 2024-1189 – Oct. Water Operator/ meters<br>read / billing \$1,007.60          | \$1,738.10 |
|      |                     | Inv. 2024-1125 – 2 Gold Buckle – changed<br>out meter (no reading) \$219.30        | \$219.30   |
|      |                     | Inv. 2024-1128 – New meter at 35 Gold Buckle<br>\$511.20                           | \$511.20   |

TOTAL BILLS: \$3,309.42  
Balance End of Meeting: \$62,461.84\*

- IV. **Water System Update / Water Meter Readings** – The water system information was reviewed and discussed. Water Guy is sending a letter out to homeowners regarding the lead service line inventory.
- V. **Unfinished Business**
- a. Roads – 800 tons of crushed asphalt approved (Hot Iron) and hauling (Stephens Trucking) / Total cost estimate of \$30,000 / county grant \$7,500. The total cost to date is \$24,350, which is \$6,087.50 on the County grant pay request. The grant is good for one year from the date the grant was approved. The Board would still like to go ahead with the remainder of the project if crushed asphalt comes available. There was discussion on blading the roads this fall. Zeke Zebroski will contact Reggie Schrank for a quote on blading the roads. Troy Hipsag moved to have the roads bladed for a cost not to exceed \$800. Jeff Carter seconded. Motion carried unanimously.
  - b. Spraying for thistles – Zeke Zebroski reported that they couldn't get to the spraying of thistles this year. The contractor should be able to come out next year.
- VI. **New Business**
- a. Construction request
    - i. 35 Gold Buckle Place – Don & Gina Schrank provided details of their plot plan for construction on their property after the last meeting. Troy Hipsag moved to approve the plans for 35 Gold Buckle as presented. Jeff Carter seconded. Motion carried unanimously.

Zeke Zebroski moved to adjourn. Jeff Carter seconded. The meeting was adjourned at 4:54 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.

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!

**Article XI**

**Temporary and Guest Quarters**

With the exception of a motor home or travel trailer as allowed in this Article, no structure of a temporary character, such as a mobile home, basement, tent, shack, garage or other building shall be used on any Tract at any time as a residence, either temporarily or permanently. However:

- (a) An Owner or Owner's guest may locate or live in a motor home or travel trailer on a Tract for up to three separate ten-day periods per calendar year provided that the motor home or travel trailer is removed from the Tract for at least ten days between the periods of location and occupancy.
- (b) An Owner may locate and live in a motor home or travel trailer on his or her Tract for a period not to exceed eighteen (18) months during the term of actual construction of the permanent dwelling upon the Tract. The motor home or travel trailer shall be promptly removed or stored after completion of the permanent residence pursuant to these Covenants.

**Upcoming Meetings: Tuesday, January 14, 2025, 4:30 p.m. (Regular Meeting)**

**Other Upcoming Meetings:**

**2025 Meetings:**

Tues., Jan. 14, 2025, 4:30 p.m. / Tues., Mar. 11, 2025, 4:30 p.m. / Tues., May 13, 2025, 4:30 p.m.


Tues., July 8, 2025, 4:30 p.m. / Tues., Sep. 9, 2025, 4:30 p.m. / Tues., Nov. 11, 2025, 4:30 p.m.

Meeting Schedule: Every other odd month (January, March, May, July, September, November) on the second Tuesday at 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

**Minutes Approval:**

  
\_\_\_\_\_  
Signature

Zeke Zebroski  
\_\_\_\_\_  
Printed Name

1-14-25  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Signature

Jeff Carter  
\_\_\_\_\_  
Printed Name

1-14-25  
\_\_\_\_\_  
Date

Zeke Zebroski, President (307-660-8733) / Jeff Carter, Vice President (307-660-5837) /  
Troy Hipsag, Secretary/Treasurer (307-299-8901)