

**RUSTIC HILLS IMPROVEMENT & SERVICE DISTRICT  
REGULAR MEETING  
MINUTES  
WEDNESDAY, AUGUST 21, 2019, 4:00 P.M.  
400 South Gillette Avenue, Suite 106 (Office of Cathey Consulting, LLC)**

Board Members Present: Jenny Hartung, Ron Schabot  
 Board Members Not Present: Pat Ranum  
 Others Present: Helenanne Cathey, Helen Leong, Stephen Occhuizzo, Tom Mashak,  
 Charlene Mashak

Ron Schabot called the meeting to order at 4:00 p.m.

- I. Minutes Approval** – Jenny Hartung moved to approve the June 26, 2019, budget hearing and regular meeting minutes as presented. Ron Schabot seconded. Motion carried unanimously.
- II. Treasurer’s Report Acceptance / Bills** – The Treasurer’s Report was reviewed. Ron Schabot explained the repairs done to a cattle guard and culverts. Jenny Hartung moved to change Invoice 6 from Pat Ranum to “dirt work to extend culvert”. Ron Schabot seconded. Motion carried unanimously. Jenny Hartung moved to accept the Treasurer’s Report and pay bills as presented. Ron Schabot seconded. Motion carried unanimously.

Checking Account Balance at the end of the last meeting: \$7,808.73  
 Checking Account Balance Prior to Meeting: \$7,808.73

**BILLS PAID AT CURRENT MEETING:**

Ck#	Vendor	Purpose	Amount
1487	C N A Surety	Bond 69586545 / Board 9/2019–9/2020	\$ 126.00
1488	Gillette News-Record	Ad 00353581 – Director election	\$ 92.54
1489	Cathey Consulting, LLC	Inv. 5020 – June Adm./Books \$210.00	\$ 420.00
		Inv. 5064 – July Adm./Books \$210.00	
1490	Pat Ranum	Inv. 5 – Clean cattle guard \$136.40	\$ 512.70
		Inv. 6 – Dirt work to extend culvert \$376.30	
1491	Ron Schabot	Reimburse culverts, bands, ends	\$ 258.71
1492	Cathey Consulting, LLC	Inv. 5033 – Checks for the District	\$ 64.03
<b>TOTAL:</b>			<b>\$ 1,473.98</b>
<b>Bank Balance After Bills:</b>			<b>\$ 6,334.75</b>

**Receivables Balance: \$29,520 (\$820 / 2018 and \$28,700 / 2019)**

**III. Unfinished Business**

- a. By-Laws and Rules – This is tabled until January, 2020.
- b. Interstate Exit / Letter to State – A letter was sent to the state. There has been no response. There was discussion. The letter was sent to several addresses before it didn’t come back undeliverable. The last address where it was sent and didn’t come back is as follows:

Wyoming State Department of Transportation  
 ATTN: District Engineer  
 10 East Brundage Lane  
 Sheridan, WY 82801

Landowners are encouraged to send their own letters encouraging the state to put in an interchange.

- c. Road Work –
  - 1) Cattleguard cleaned out – This is done.
  - 2) Crowning and ditching – This could be done this fall.
  - 3) Up to \$1,100 approved to fix the area by Hess’s pond – No work was done yet. There was discussion on a County grant for this project and a 36” culvert in another area. Ron Schabot talked to the County Engineer and is working on getting quotes for these culverts. Another issue is the big hill going west. There is too much water coming down

the hill. Approximately halfway up the hill, a 24” culvert could be installed to head the water north into Floyd’s field and then put another culvert in under another road. Ron Schabot talked to Floyd, and he didn’t have any problem with a culvert there draining through his place. There would need to be some ditching and some rip rap added. Jenny Hartung moved to approve 4 loads of rock to fix by Hess’s pond east. Ron Schabot seconded. Motion carried unanimously. Other work will be considered next year.

- 4) There is an area where the water is starting to erode the road near a culvert by Hartung’s. Some rip rap is needed to help prevent the road from eroding. Ron Schabot will check on some large chunks of concrete that someone has near the District and having it trucked in to fill in that area. Jenny Hartung moved to authorize the work with Ron Schabot directly supervising Terrance Masteller hauling in the concrete, spending up to \$500. Ron Schabot seconded. Motion carried unanimously.
- d. Director election (November 5, 2019 – Hartung, Schabot) – Applications to have your name on the ballot are being accepted through August 27<sup>th</sup>.

**IV. New Business**

- a. A landowner expressed a concern that she couldn’t open the minutes when they were e-mailed. Minutes are e-mailed usually in Word format, but they are also on the website in PDF format at [www.catheyconsulting.net](http://www.catheyconsulting.net) – click on Rustic Hills.
- b. The Local Government Annual Report Summary was completed and will be sent to the State as required.

**V. The next regular meeting is scheduled for Wednesday, October 9, 2019, 4:00 p.m. 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).**

**VI. Adjourn** – Ron Schabot adjourned the meeting at 4:44 p.m.

Respectfully Submitted,  
Helenanne Cathey, Assistant to the Board

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Ron Schabot, President / 307-680-2459 / Date

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Pat Ranum, Vice President / 307-680-2565 / Date

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Jennifer Nell Hartung, Secretary/Treasurer / 307-680-8881 / Date