

**RUSTIC HILLS IMPROVEMENT & SERVICE DISTRICT
REGULAR MEETING
MINUTES
Tuesday, December 15, 2020, 4:00 p.m.
400 South Gillette Avenue, Suite 106 (Office of Cathey Consulting, LLC)**

Board Members Present: Jane Datisman, Pat Ranum, Ron Schabot
Others Present: Helenanne Cathey, Helen Leong, Stephen Occhuizzo, Sally Schell, Butch Schell

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

- I. Minutes Approval** – Ron Schabot moved to approve the July 1, 2020, budget hearing and regular meeting minutes as presented. Jane Datisman seconded. Motion carried unanimously. The August meeting was cancelled.
- II. Treasurer’s Report Acceptance / Bills** – The Treasurer’s Report was reviewed. Ron Schabot moved to accept the Treasurer’s Report and pay bills as presented. Pat Ranum seconded. Motion carried unanimously.

Checking Account Balance at the end of the last meeting: \$4,735.90

08/12/20 Deposit – Grant \$5,248.65
08/12/20 Deposit – Assessments \$ 842.44

08/26/20 Bills Paid:

Ck#	Vendor	Purpose	Amount
1509	Cathey Consulting, LLC	Inv. 5588 – July Adm./Books	\$210.00
1510	C N A Surety	Bond – Board	\$126.00

09/03/20 Bills Paid:

Ck#	Vendor	Purpose	Amount
1511	Cathey Consulting, LLC	Inv. 5637 – Aug. Adm./Books	\$210.00
09/10/20	Deposit – Assessments	\$428.60	
11/10/20	Deposit – Assessments	\$5,330.00	
12/14/20	Deposit – Assessments	\$9,842.02	

Checking Account Balance Prior to Meeting: \$25,881.61

BILLS PAID AT CURRENT MEETING:

Ck#	Vendor	Purpose	Amount
1512	Cathey Consulting, LLC	Inv. 5679 – Sep. Adm./Books \$210.00	\$630.00
		Inv. 5730 – Oct. Adm./Books \$210.00	
		Inv. 5776 – Nov. Adm./Books \$210.00	
1513	Quality Agg & Construction	Inv. 43735 – 54.49 tons of J-base	\$830.98
1514	Terrance Masteller	Inv. 389383 – 6/2-7/30 Blade rds \$1,035.00	\$2,040.00
		Inv. 389385 – 10/15 Blade rds \$405.00	
		Inv. 389386 – 11/24 Blade/shape/spread rock \$600	

TOTAL: \$3,500.98

Bank Balance After Bills: \$22,380.63

Receivables Balance: \$13,530 (Assessments)

III. Unfinished Business

- a. By-Laws and Rules** – Helen Leong reported that she and two other homeowners have made some updates to the by-laws. Helenanne Cathey will type up the by-laws with their updates, and the by-laws will be reviewed and updated over the coming months.
- b. Road Work** –
- 1) October meeting discussion: The next time the cattleguard is cleaned out, it needs some repairs – replace the wood that is rotting, repairs to keep it from sinking, etc. There was discussion on the repairs.
 - 2) After the October meeting, chunks of concrete near a culvert by Hartung’s were put in to stop the erosion and to slow down the water before it hits the culvert. Ron Schabot explained that the County came out and looked at the drainage around this area and made some suggestions. The culverts are adequate, but the water hits it too fast, so the concrete

was added to slow down the drainage water. Pat Ranum will move some of the concrete over as time allows. This seems to be working well. At the October meeting, a motion was made to authorize purchasing posts and reflectors and authorize reimbursement.

- c. Mailboxes – There was discussion at the July meeting about moving mailboxes closer together. It looks like someone added on to the north end. If more mailboxes are needed, it will be worked out individually. This will be removed from the agenda.

IV. New Business

- a. Road work for this year – Rustic Hills Road East was discussed – it gets little attention – when roads are bladed or snow is plowed, it generally is missed. A homeowner that lives on that road suggested it could use some gravel in a few spots. There are a few sections that get really muddy. The consensus is to address the bad spots in the spring. Also, by Hess’s pond – a big cottonwood tree died and is tipping over into a culvert, and there are a few other dead trees that are falling down that could create drainage issues. Ron Schabot will contact the homeowner.
- b. A concern was addressed about an area near April Way.
- c. A lot of gravel is pushed to the side on the hill. If the road gets icy, that’s probably a good time to call a blade out to pull some of that rock back onto the road. A pile of rock was left that can also be spread on the hill when it gets bad. There was discussion. Some big chunks of concrete work pretty well to slow down the water in the ditches if we knew where we could get some.
- d. The Local Government Annual Report Summary for Fiscal Year Ending 6/30/2020 was signed and submitted to the Department of Audit along with the Proof of Cash completed by Helenanne Cathey by the October 31st due date.
- e. Election of Officers for the next year – Ron Schabot moved to keep the same slate of officers for the next year (Ron Schabot, President / Pat Ranum, Vice President / Jane Datisman, Secretary/Treasurer). Pat Ranum seconded. Motion carried unanimously.
- f. There was discussion on road work this spring and using the County grant. There was discussion on possibly doing some dust control on about a mile of road that is the most heavily travelled.
- g. Every once in a while, people park in the grass on the landowner’s property by the mailboxes – the landowner requests that people not park in the grass. There is plenty of room to park on the dirt, just please stay off of the grass.

V. The next regular meeting is scheduled for Wednesday, March 17, 2021, 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 4th Street across from Arrow Printing).

VI. Adjourn – Ron Schabot adjourned the meeting at 4:30 p.m.

Respectfully Submitted,
Helenanne Cathey, Assistant to the Board

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

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

Jane Datisman, Secretary/Treasurer / 307-686-0353 / Date