

**RUSTIC HILLS IMPROVEMENT & SERVICE DISTRICT  
REGULAR MEETING  
MINUTES  
THURSDAY, DECEMBER 5, 2019, 4:00 P.M.  
400 South Gillette Avenue, Suite 106 (Office of Cathey Consulting, LLC)**

Board Members Present: Jane Datisman, Ron Schabot  
 Board Members Not Present: Pat Ranum  
 Others Present: Helenanne Cathey, Helen Leong, Steve Occhuizzo, Char Mashak, Tom Mashak, Cooper Montague

Ron Schabot called the meeting to order at 4:02 p.m.

**I. Election Results**

Helenanne Cathey, Helen Leong, and Steve Occhuizzo canvassed ballots on November 7, 2019. Ron Schabot received 12 votes. For the second director position, names were put in a box, and Jane Datisman was drawn.

Votes for 2 directors to serve four year terms (no names on ballot - all write-ins):

\*Ron Schabot – 12 votes

\*Jane Datisman – 2 votes  
 Jenny Hartung – 2 votes  
 Helen Leong – 2 votes  
 Char Mashak – 2 votes  
 Steve Occhuizzo – 2 votes  
 Pat Ranum – 2 votes

Julie Robin – 1 vote  
 Butch Schell – 1 vote

\*Ron Schabot and Jane Datisman have completed oaths.

**II. Officer Elections**

Jane Datisman moved that Ron Schabot serve as President, Pat Ranum as Vice President and Jane Datisman as Secretary/Treasurer. Ron Schabot seconded. Motion carried unanimously.

**III. Update Bank Signature Card**

Ron Schabot moved to update the signature card at the bank, adding Jane Datisman and removing Jenny Hartung. Jane Datisman seconded. Motion carried unanimously.

**I. Minutes Approval** – Ron Schabot moved to approve the October 9, 2019, regular meeting minutes as presented. Jane Datisman seconded. Motion carried unanimously.

**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. Jane Datisman seconded. Motion carried unanimously.

Checking Account Balance at the end of the last meeting: \$4,778.29  
 11/12/19 Deposit – Assessments \$9,020.00  
 Checking Account Balance Prior to Meeting: \$13,798.29

**BILLS PAID AT CURRENT MEETING:**

Ck#	Vendor	Purpose	Amount
1495	Cathey Consulting, LLC	Inv. 5203 – Oct. Adm./Books \$210.00	\$ 420.00
		Inv. 5243 – Nov. Adm./Books \$210.00	
1496	Gillette News-Record	Ad 00356699 – Director election	\$ 78.30
1497	Quality Agg & Construction	Inv. 41116 – Blade roads	\$ 1,485.00

TOTAL: \$ 1,983.30  
**Bank Balance After Bills: \$11,814.99**  
**Receivables Balance: \$19,270.00**

**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.
- a. Road Work – There was discussion on the following:
  - 1) 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. This work could possibly be done before spring.
  - 2) Crowning and ditching – Crowning and ditching to be done this fall if the weather allows for it (from the cattle guard to the bottom of the big hill) – This will be addressed in the spring.
  - 3) 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. At the October meeting, a motion was made to authorize purchasing posts and reflectors and authorize reimbursement.
  - 4) Ron Schabot is working on bids for drainage from the big hill (culverts, drainage, rip rap) and the culvert on the road that goes east where the water runs over the road to submit for a County Grant. Landowners at the meeting also recommended from the bottom of the hill to April Way.

**IV. New Business**

- a. A suggestion was made to do from the bottom of the hill to April Way on the next project. A concern was noted about where the bus parking and tearing up the road where it parks.
- b. A suggestion was made to plow the hill when there is a storm like the last one. There was discussion on contractor availability.
- c. A ballot for directors for the Local Government Liability Pool Joint Powers Board was reviewed and will be filed as Board members did not feel comfortable voting for people they did not know.
- d. A suggestion was made to blade the snow and ice off of the hill now before it gets cold again. Ron Schabot will check into this.

**V. The next regular meeting is scheduled for Wednesday, March 18, 2020, 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 4:40 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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Jane Datisman, Secretary/Treasurer / 307-686-0353 / Date