

**RUSTIC HILLS IMPROVEMENT & SERVICE DISTRICT
REGULAR MEETING
MINUTES
Wednesday, March 17, 2021, 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, Stephen Occhuizzo

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

- I. Minutes Approval** – Ron Schabot moved to approve the December 15, 2020, 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, including a bill for Terrance Masteller for blading roads. Jane Datisman seconded. Motion carried unanimously.

Checking Account Balance at the end of the last meeting:	\$22,380.63
01/11/21 Deposit – Assessments	\$2,050.00
02/12/21 Deposit – Assessments	\$1,230.00
Checking Account Balance Prior to Meeting:	\$25,660.63

BILLS PAID AT CURRENT MEETING:

<u>Ck#</u>	<u>Vendor</u>	<u>Purpose</u>	<u>Amount</u>
1515	Cathey Consulting, LLC	Inv. 5824 – Dec. Adm./Books \$210.00	\$630.00
		Inv. 5865 – Jan. Adm./Books \$210.00	
		Inv. 5908 – Feb. Adm./Books \$210.00	
1516	Local Gov’t Liab. Pool	Inv. 13024 – Liab. & Dir.&Offic. Insur. FYE 22	\$500.00
1517	Terrance Masteller	Inv. 605818 – 3/11 & 3/12 – Blade roads	\$900.00
TOTAL:			\$2,030.00

Bank Balance After Bills: \$23,630.63

Receivables Balance: \$10,250 (Assessments)

- III. Unfinished Business**
 - a. By-Laws and Rules** – By-laws provide an overview of the operations of the Board of Directors. The current by-laws are not compliant with state statutes, so a revised set of by-laws has been drafted. The proposed by-laws were developed by Helenanne Cathey and an attorney and are basically right from state statutes. Quite a few special districts have adopted these by-laws. The consensus is to send the draft by-laws to everyone by e-mail if we have an e-mail address and by mail if we don’t. The by-laws will be reviewed at the May meeting and considered for adoption at the July meeting.
 - b. Road Work** –
 - 1) Rock on Rustic Hills Road East / other areas – Roads were bladed. Ron Schabot drove the roads and recommended putting rock down in about a dozen places that are down to dirt. There are areas that erode easily that could use some rip rap in the ditches. Ron Schabot moved to authorize 12 belly dumps of W Base on Rustic Hills Road West and two end dumps on Rustic Hills Road East and hire a blade to spread the rock. Jane Datisman seconded. Motion carried unanimously.
 - 2) Dead trees falling over onto a culvert / potential drainage issues – Ron Schabot reported that he drive by the area of concern that was discussed at the last meeting. They aren’t bad now, but they will get bad, and he reported that he will work on trimming the trees as time and weather allow.
 - 3) Dust Control – Because of the high cost of dust control, the consensus is to not spend money on dust control at this time. Most people have expressed a preference for rock rather than dust control, at least for now.
 - 4) County Grant – Three bids are required to use the County grant. The consensus is to get the rock coming rather than do the grant for the current project approved at this meeting.

- 5) The Board hopes to clean out the cattleguard this spring, replace the wood that is rotting, make repairs to keep it from sinking, etc.
- 6) 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. At the October meeting, a motion was made to authorize purchasing posts and reflectors and authorize reimbursement. No update at this meeting.

IV. New Business

- a. The budget for 7/1/21 – 6/30/22 was discussed. The budget will be discussed at the May meeting and finalized in July.
- b. The Local Government Liability Pool renewal application was signed for the insurance renewal for the next fiscal year.

V. The next regular meeting is scheduled for Thursday, May 6, 2021, 4:00 p.m. (Regular Meeting) / Tuesday, July 6, 2021, 4:00 p.m. (Budget Hearing and Regular Meeting) 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 4:31 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