

**RUSTIC HILLS IMPROVEMENT & SERVICE DISTRICT
REGULAR MEETING
MINUTES
WEDNESDAY, MARCH 18, 2020, 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 5, 2019, regular meeting minutes as presented. Jane Datisman seconded. Motion carried unanimously.
- II. **Treasurer’s Report Acceptance / Bills** – The Treasurer’s Report was reviewed. A bill was received today from Quality Agg. There had been some complaints, so some rock was added on the road. There will be another bill coming from Terrance Masteller for some blading done last week. Jane Datisman moved to accept the Treasurer’s Report and pay bills as presented including the bill from Quality Agg that was received today and is listed below. Ron Schabot seconded. Motion carried unanimously.

Checking Account Balance at the end of the last meeting:	\$11,814.99
12/09/19 Ck# 1498 – Terrance Masteller – Load, haul & dump 3 loads of rip rap	\$600.00
12/10/19 Deposit – Assessments	\$4,920.00
01/10/20 Deposit – Assessments	\$1,649.10
02/10/20 Deposit – Assessments	\$1,245.77
03/10/20 Deposit – Assessments	\$410.00

Checking Account Balance Prior to Meeting: \$19,439.86

BILLS PAID AT CURRENT MEETING:

<u>Ck#</u>	<u>Vendor</u>	<u>Purpose</u>	<u>Amount</u>
1499	Cathey Consulting, LLC	Inv. 5287 – Dec. Adm./Books \$210.00	\$ 630.00
		Inv. 5330 – Jan. Adm./Books \$210.00	
		Inv. 5378 – Feb. Adm./Books \$210.00	
1500	Terrance Masteller	Inv. 605815 – Blade snow, haul in rock	\$ 865.00
1501	Quality Agg	Inv. 42054 –W Base, belly dump, tractor	\$1,709.37
TOTAL:			\$3,204.37

Bank Balance After Bills: \$16,235.49

Receivables Balance: \$11,070.00

- III. **Unfinished Business**
 - a. By-Laws and Rules – These will be worked on at a later date.
 - b. Interstate Exit / Letter to State – A letter was sent to the state. There has been no response. The consensus of those at the meeting is that nothing is going to be done on this. This item will be removed from the agenda.
 - 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 will hopefully be addressed this spring.
 - 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 if it hasn’t been done yet. At the October meeting, a motion was made to authorize purchasing posts and reflectors and authorize reimbursement.
 - 3) 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 December meeting recommended from the bottom of the hill to April Way. A request was made for rock on April Way.

Ron Schabot and Helenanne Cathey will work on the grant application and get it submitted to the County after the bids have been received.

- 4) There was discussion on using Terrance Masteller a little more often for road work. He can respond quickly if the roads need work, and people have requested bringing him back to do road work as he does a good job. If anyone has questions, please call Ron Schabot.
- 5) Some crowning and ditching needs to be done, but it needs to dry out a bit first.

IV. New Business

- a. The Local Government Liability Pool renewal application was completed and signed and will be returned for the general liability and directors and officers insurance coverage for the next fiscal year.
- b. Budget – The budget for 7/1/20 – 6/30/21 was reviewed. The budget will be updated at the next meeting.

V. The next regular meeting is scheduled for Wednesday, May 13, 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 4th Street across from Arrow Printing).

VI. Adjourn – Ron Schabot adjourned the meeting at 4:26 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