

**RUSTIC HILLS IMPROVEMENT & SERVICE DISTRICT
REGULAR MEETING
MINUTES**

Tuesday, March 26, 2024, 4:00 p.m.

400 South Gillette Avenue, Suite 106 (Office of Cathey Consulting, LLC)

Board Members Present: David Hansen, Char Mashak, Mark Robin
Others Present: Helenanne Cathey, John Graham, Koral Graham

Mark Robin called the meeting to order at 4:00 p.m.

- I. Minutes Approval** – Mark Robin moved to approve the January 22, 2024, regular meeting minutes as presented. David Hansen seconded. Motion carried unanimously.
- II. Treasurer’s Report Acceptance / Bills** – The Treasurer’s Report was reviewed. Mark Robin moved to accept the Treasurer’s Report and pay bills as presented. David Hansen seconded. Motion carried unanimously.

Checking Account Balance at the end of the last meeting:	\$28,796.08
02/09/24 Deposit – Assessments	\$1,663.46
03/08/24 Deposit – Assessments	\$1,250.83

Checking Account Balance Prior to Meeting: \$31,710.37

BILLS PAID AT CURRENT MEETING:

Ck#	Vendor	Purpose	Amount
1575	Cathey Consulting, LLC	Inv. 7440 – Jan. Adm./Books \$225.00	\$450.00
		Inv. 7490 – Feb. Adm./Books \$225.00	

TOTAL: \$450.00

Bank Balance After Bills: **\$31,260.37**

Receivables Balance: \$8,200 (Assessments)

- III. Unfinished Business**
 - a. County / Road Maintenance / Ron Schabot / Doug Kissack / Easement / Request to the County that they take over the road from the mailboxes to the cattleguard – This was discussed at the November 8, 2023, meeting. There was no update at this meeting, but the item will be left on the agenda.
 - b. 1/22/24 – Discussions on the oil company not paying anything for using the roads in the District. Mark Robin to investigate. There was discussion on this, but no answer yet on who the oil company is that is out there using the District’s roads.
 - c. Road work for 2024 / Dust Control – There was discussion on the road project for this year. The following was discussed as this year’s project:
 - 1) Re-crown and blade all of the approximately 5.5 miles of roads in the District.
 - 2) Add 600 tons of W-Base on the spots that need it most on the section of road from the start of Rustic Hills West where it comes off of Rustic Hills Road through the end of Rustic Hills West
 - 3) Apply dust control on all of Rustic Hills Road (1.5 miles) (from the mailboxes to the top of the hill). Dust control helps reduce dust and help bind the material in the road, holding the material on the road and prolonging the life of the road.

Mark Robin will meet with Helenanne Cathey this Thursday to prepare a grant application to be submitted to the County.

- d. Load of sand authorized at the last meeting in January – David Hansen reported that he did some investigation. Quality Agg has some sand but they don’t recommend what they have for use on the roads. He received an okay on a location to place a pile of sand.

- IV. New Business**
 - a. The renewal application for the Local Government Liability Pool was completed online by Helenanne Cathey. The Board reviewed the information, and it will be placed on file.

b. Budget for 7/1/24 – 6/30/25 – The July meeting was moved to July 17th so that the budget hearing can be done with that meeting. The proposed budget will be approved at the May meeting.

V. **Next meeting: WEDNESDAY, MAY 22, 2024, 4:00 p.m. (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).**

The consensus is to hold meetings the fourth Tuesday of every other month (odd months – January, March, May, July, September, November)

2024 Meetings:

WEDNESDAY, MAY 22, 2024 WEDNESDAY, JULY 17, 2024, 4:00 p.m. (Budget Hearing and Regular Meeting)

Tues., Sept. 24, 2024, 4:00 p.m. Tues., Nov. 26, 2024, 4:00 p.m.

VI. **Adjourn – Mark Robin moved to adjourn the meeting. Char Mashak seconded. The meeting was adjourned at 4:32 p.m.**

Respectfully Submitted,
Helenanne Cathey, Assistant to the Board

Mark Robin, President / 307-689-1597 / Date

Char Mashak, Vice President / 307-660-8302 / Date

David Hansen, Secretary/Treasurer / 307-689-4071 / Date