

**RUSTIC HILLS IMPROVEMENT & SERVICE DISTRICT
REGULAR MEETING
MINUTES
Tuesday, November 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

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

- I. **Minutes Approval** – Mark Robin moved to approve the September 24, 2024, regular meeting minutes as presented. Char Mashak 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. Char Mashak seconded. Motion carried unanimously.

Checking Account Balance at the end of the last meeting:	\$11,163.90
10/10/24 Deposit – Assessments	\$820.00
11/10/24 Deposit – Assessments	\$4,100.00
Checking Account Balance Prior to Meeting:	\$16,083.90

BILLS PAID AT CURRENT MEETING:

Ck#	Vendor	Purpose	Amount
1585	Cathey Consulting, LLC	Inv. 7781 – Sept. Adm./Books \$225.00	\$450.00
		Inv. 7840 – Oct. Adm./Books \$225.00	
1586	Quality Agg & Construction	Inv. 52895 – 166.47 tons J-base at \$19/ton	\$3,162.93
1587	Terrance Masteller	Inv. 264715 – Blade roads and lay gravel – 10/31, 11/1 & 11/7/24	\$1,100.00
1588	Stampede Trucking	7 loads J-Base hauled to the District	\$1,125.00
TOTAL:			\$5,837.93
Bank Balance After Bills:			\$10,245.97
Receivables Balance: \$23,780.00 (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 there was discussion on a Board member contacting the County. Mark Robins will talk to someone in County Public Works or Commissioners office.
- b. 1/22/24 – Discussions on the oil company not paying anything for using the roads in the District. Mark Robin is working on this item.
- c. Road work and dust control for next year / grant application – The County approved the grant application on October 1, 2024, for \$7,876.83. The Board reviewed and signed the grant agreement. The work will be done in the spring.

Provide, deliver and spread approximately 230 tons of W-base limestone in the sections that need it most – roads to be evaluated in the spring. The District has about 5.5 miles of roads. The District plans to blade all of the roads, add rock where it’s needed most, and then apply dust control to approximately 2.84 miles of roads (main sections of road that are travelled by the most people) - approximately 14,070 gallons of dustgard to be applied to the following:

- 1) Rustic Hills Road – from Svalina to Rustic Hills Road West (1.9 miles).
- 2) Rustic Hills Road East – from Rustic Hills Road to the end of Rustic Hills Road East (0.33 miles).
- 3) Rustic Hills Road West – from the intersection of Rustic Hills Road to April Way (0.53 miles).

Cost Estimate: \$31,507.32 / County grant: \$7,876.83

IV. New Business

- a. Char Mashak moved to authorize another load of rock for the end of Rustic Hills Road West. Mark Robin seconded. Motion carried unanimously.
- b. Char Mashak moved to keep the officers the same for the year (currently Mark Robin, President / Char Mashak, Vice President and David Hansen, Secretary/Treasurer). Mark Robin seconded. Motion carried unanimously.

V. Next meeting: Tuesday, January 28, 2025, 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).

Meetings are generally held the fourth Tuesday of every other month (odd months – January, March, May, July, September, November)

2025 Meetings:

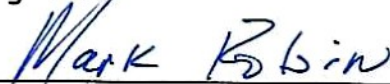
Tues., January 28, 2025, 4:00 p.m. Tues., March 25, 2025, 4:00 p.m. Tues., May 27, 2025, 4:00 p.m.
Tues. July 22, 2025, 4:00 p.m. Tues., Sept. 23, 2025, 4:00 p.m. Tues., Nov. 25, 2025, 4:00 p.m.

VI. Adjourn – Mark Robin adjourned the meeting at 4:16 p.m.

Respectfully Submitted,
Helenanne Cathey, Assistant to the Board



Signature



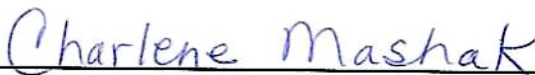
Printed Name

1-28-25

Date



Signature



Printed Name

1-28-25

Date

Mark Robin, President / 307-689-3478 / Char Mashak, Vice President / 307-660-8302 /
David Hansen, Secretary/Treasurer / 307-689-4071