

**RUSTIC HILLS IMPROVEMENT & SERVICE DISTRICT
REGULAR MEETING
MINUTES
WEDNESDAY, OCTOBER 9, 2019, 4:00 P.M.
400 South Gillette Avenue, Suite 106 (Office of Cathey Consulting, LLC)**

Board Members Present: Pat Ranum, Ron Schabot
Board Members Not Present: Jenny Hartung
Others Present: Helenanne Cathey

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

- I. **Minutes Approval** – Ron Schabot moved to approve the August 21, 2019, regular meeting minutes as presented. Pat Ranum 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. Pat Ranum seconded. Motion carried unanimously.

Checking Account Balance at the end of the last meeting:	\$6,334.75
09/09/19 Deposit – Assessments	\$897.44
10/07/19 Deposit – Assessments	\$410.00
Checking Account Balance Prior to Meeting:	\$7,642.19

BILLS PAID AT CURRENT MEETING:

<u>Ck#</u>	<u>Vendor</u>	<u>Purpose</u>	<u>Amount</u>
1493	Cathey Consulting, LLC	Inv. 5107 – Aug. Adm./Books \$210.00	\$ 488.90
		Inv. 5149 – Sep. Adm./Books \$210.00	
		Inv. 5165 – Election mailing \$68.90	
1494	Kuhbacher Trucking	Inv. 11328 – 4 loads of J-Base spread	\$ 2,375.00
TOTAL:			\$ 2,863.90
Bank Balance After Bills:			\$ 4,778.29
Receivables Balance: \$28,290			

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 –
 - 1) There was discussion on some work that needs to be done on the cattleguard. The wood on one side needs replaced. The next time it needs cleaned out – early spring or summer – it should be repaired.
 - 2) Crowning and ditching – This was discussed at the last meeting. The roads were bladed last Friday. The crowning and ditching will be done this fall if the weather allows for it.
 - 3) 4 loads of rock authorized to fix area by Hess’s pond east – This was done, and the bill was paid at this meeting.
 - 4) Chunks of concrete near a culvert by Hartung’s – up to \$500 approved – This was done, but no bill has been received yet. There was discussion on the concrete that was put down. It was suggested that some of the bigger pieces be moved up a little bit higher. The work was done to stop the erosion. Ron Schabot moved to put up some posts with reflectors in this area and authorize reimbursement on the materials. Pat Ranum seconded. Motion carried unanimously.
 - 5) 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.
- b. Director election (November 5, 2019 – Hartung, Schabot) – Ballots will be mailed October 11th. The sample ballot was reviewed. Helenanne Cathey, Jenny Hartung and Pat Ranum were scheduled to canvass ballots on Thursday, November 7, 2019, at 3:00 p.m. at the office of Cathey

Consulting (the date/time may change if schedules don't allow for this date/time). The following legal ad will run in the News-Record on October 22, 2019.

NOTICE OF DIRECTOR ELECTION
RUSTIC HILLS IMPROVEMENT & SERVICE DISTRICT
CAMPBELL COUNTY, WYOMING

Public Notice is hereby given that ballots have been mailed to all qualified electors / landowners within the Rustic Hills Improvement & Service District for the purpose of electing two (2) directors to the Board of Directors to serve four (4)-year terms. There are no candidates on the ballot. Replacement ballots may be obtained from Cathey Consulting, LLC at 400 South Gillette Avenue, Suite 106, Gillette, Wyoming, or by calling Helenanne Cathey at 307-685-8235. An "Elector Affidavit" form will need to be completed in order to receive a replacement ballot. All mail ballots must be received by Rustic Hills Improvement & Service District by mail at Rustic Hills ISD, c/o Cathey Consulting, PO Box 471, Gillette, WY 82717, by 5:00 p.m. on Tuesday, November 5, 2019, or at the office of Cathey Consulting by 5:00 p.m. on Tuesday, November 5, 2019, to be valid. A polling place will be available at Cathey Consulting, 400 South Gillette Avenue, Suite 106, Gillette, on Tuesday, November 5, 2019, between 9:00 a.m. and 2:00 p.m.

Jenny Hartung, Secretary / Filing Officer
Rustic Hills Improvement & Service District

IV. New Business

a. See discussions under "Road Work".

V. The next regular meeting is scheduled for Thursday, December 5, 2019, 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 moved to adjourn. Pat Ranum seconded. The meeting adjourned at 4:23 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

Jennifer Nell Hartung, Secretary/Treasurer / 307-680-8881 / Date