

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

Tuesday, September 24, 2024, 4:00 p.m.

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

Board Members Present: David Hansen, Char Mashak
Board Members Not Present: Mark Robin
Others Present: Helenanne Cathey

Char Mashak called the meeting to order at 4:05 p.m.

- I. **Minutes Approval** – Char Mashak moved to approve the July 17, 2024, budget hearing and regular meeting minutes as presented. David Hansen seconded. Motion carried unanimously.
- II. **Treasurer’s Report Acceptance / Bills** – The Treasurer’s Report was reviewed. Char Mashak 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: \$11,739.90

Checking Account Balance Prior to Meeting: \$11,739.90

BILLS PAID AT CURRENT MEETING:

<u>Ck#</u>	<u>Vendor</u>	<u>Purpose</u>	<u>Amount</u>
1583	Cathey Consulting, LLC	Inv. 7700 – July Adm./Books \$225.00	\$450.00
		Inv. 7739 – August Adm./Books \$225.00	
1584	C N A Surety	Bond / Board 9/17/24 – 9/17/25	\$126.00
TOTAL:			\$576.00

Bank Balance After Bills: \$11,163.90

Receivables Balance: \$28,700.00 (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 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 is investigating. No update.
- c. Road work and dust control for next year / grant application – A grant application was submitted for the following project in 2025. The grant is on the agenda for the October 1, 2024, County Commissioners meeting.

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 request \$7,876.83

IV. New Business

- a. The Local Government Annual Report Summary for fiscal year ending 6/30/24 was reviewed and signed and will be submitted to the Wyoming Department of Audit with the Proof of Cash completed by Helenanne Cathey.

- b. There was discussion on the oilfield traffic on the road and requesting that the oil company maintain the section of road that they are using or at least participate in the cost of maintaining that section of road.
- c. Just a reminder to homeowners to please be careful of the livestock on the road. The livestock are all black, and at night, you can't see them until the last minute. Be careful!

V. **Next meeting: Tuesday, November 26, 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).**

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

2024 Meetings:

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

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.

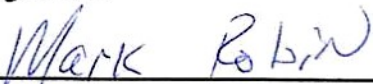
Tues. July 22, 2025, 4:00 p.m. Tues., Sept. 23, 2025, 4:00 p.m. Tues., Nov. 25, 2025, 4:00 p.m.

VI. **Adjourn – Char Mashak moved to adjourn the meeting. David Hansen seconded. The meeting was adjourned at 4:11 p.m.**

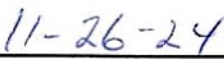
Respectfully Submitted,
Helenanne Cathey, Assistant to the Board



Signature



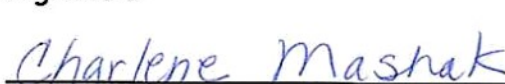
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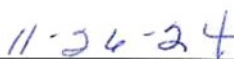
Date



Signature



Printed Name



Date

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