

**RUSTIC HILLS IMPROVEMENT & SERVICE DISTRICT  
BUDGET HEARING AND REGULAR MEETING  
MINUTES**

**Wednesday, July 17, 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, Tom Mashak, Sally Schell, Butch Schell

**BUDGET HEARING**

Mark Robin called the budget hearing to order at 4:00 p.m. The budget was reviewed. There was discussion on the annual assessment – it has been \$820 since 2015, and the consensus at the meeting is to leave the assessment the same. The roads have improved over the years. There were no other public comments. Mark Robin adjourned the budget hearing at 4:06 p.m.

**REGULAR MEETING**

Mark Robin called the regular meeting to order at 4:06 p.m.

- I. Budget** – Mark Robin moved to adopt the budget for 7/1/24 – 6/30/25 for \$76,482, and adopt the resolution to assess and submit assessments to the County as approved in the budget. Char Mashak seconded. Motion carried unanimously. The budget is attached to these minutes.
- II. Minutes Approval** – Mark Robin moved to approve the May 28, 2024, regular meeting minutes as presented. Char Mashak seconded. Motion carried unanimously.
- III. 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:	\$21,385.67
06/10/24      Deposit – Assessments	\$5,740.61
06/26/24      Deposit – Assessments	\$869.74
Checking Account Balance Prior to Meeting:	\$27,996.02

**BILLS PAID AT CURRENT MEETING:**

Ck#	Vendor	Purpose	Amount
1580	Cathey Consulting, LLC	Inv. 7619 – May Adm./Books \$225.00	\$450.00
		Inv. 7660 – June Adm./Books \$225.00	
1581	Dustbusters Enterprises Inc.	Inv. 80288 – 14,069.62 gallons Dustguard	\$15,707.32
1582	Gillette News-Record	Inv. 25081 – Budget hearing legal ad	\$98.80
<b>TOTAL:</b>			<b>\$16,256.12</b>

**Bank Balance After Bills: \$11,739.90**

Receivables Balance: \$0 (Assessments)

- IV. 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 – Helenanne Cathey will prepare a grant application based on this year’s invoices and prices for next spring’s project. Board members will sign it and it will be submitted to the County to get the grant in place for next year.
- V. New Business**
  - a. Mark Robin moved to designate First National Bank as the official depository for 7/1/24 – 6/30/25. Char Mashak seconded. Motion carried unanimously.

- b. Two board members reviewed and signed the annual Public Records Notice to submit to the County reporting that the District's records are stored at the office of Cathey Consulting.
- c. Going forward, meeting minutes will be sent to e-mail list for Rustic Hills only after official approval and signatures by the Board at the following meeting.
- d. Sally Schell asked that a letter and information from Weed and Pest regarding thistle control be sent to everyone. The information is attached to these minutes.

**VI. Next meeting: Tuesday, September 24, 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 4<sup>th</sup> Street across from Arrow Printing).**

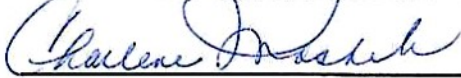
Meetings are generally held the fourth Tuesday of every other month (odd months – January, March, May, July, September, November)

2024 Meetings:

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

**VII. Adjourn – Mark Robin moved to adjourn the meeting. Char Mashak seconded. The meeting was adjourned at 4:21 p.m.**

Respectfully Submitted,  
Helenanne Cathey, Assistant to the Board




Signature

Charlene Mashak

Printed Name

9-24-24

Date



Signature

David Hansen

Printed Name

9-24-24

Date

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

**PLEASE HELP TO KEEP OUR AREA LOOKING GREAT!**

**Canadian Thistle in the last couple years has thrived and is taking over much of our properties. We are providing everyone with a flyer from Campbell County Weed and Pest on the control of this invasive weed.**

**We encourage landowners to work on controlling thistle on their acreage and know that this is not a one year project. To control this weed, you may need to spray on a yearly basis. But each year you will see less and less weed.**

**You can take your own pump sprayer to Weed and Pest to be filled, but DO NOT use the sprayer for any other use!! We take our 2 gallon sprayer and they fill it for free.**

# *Campbell County Weed & Pest District*

P.O. Box 191 \* Phone 307-682-4369 \* Fax 307-686-8167

*Gillette, Wyoming 82717-0191*

## **Canada Thistle**

Invasive plant species are so named due to their introduction from other places, their ability to outcompete neighboring plants, as well as their aggressive nature. A noxious weed is a plant that causes harm to the environment. Canada thistle is on Wyoming's designated noxious weed list.

Found extensively throughout Wyoming, this thistle is common to pastures, rangelands, roadsides, and many other disturbed areas. This persistent plant spreads via underground stems known as rhizomes. Flowers are purple and are smaller than those of most other thistles.

Campbell County Weed and Pest offers an 80% cost-share opportunity on herbicide for noxious weeds, including Canada thistle. Milestone is a good product for thistle control and is labeled for a variety of sites including rangelands and roadsides. 7 ounces per acre in the spring at the bud stage (pre-flower) and fall are the best times to treat Canada Thistle. Fall treatment is very effective even after a frost, as long as leaves are green.

Treatment options include self-treatment or for-hire treatment.

The self-treatment would entail buying Milestone from Campbell County Weed and Pest. Cost share price for 2023 is \$14/quart which will treat 4.5 acres. 200 gallon tank rental is \$10/day.

For-hire treatment would entail hiring a commercial applicator. A list of commercial applicators in the area is available at the Campbell County Weed and Pest office. Call 307-682-4369 or stop in 11 Northern Drive for more information.




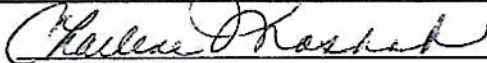
**Budget - Rustic Hills ISD - 7/1/24 - 6/30/25**

Budget Hearing: Wednesday, July 17, 2024, 4:00 p.m. at office of Cathey Consulting / c/o Cathey Cons., PO Box 471, Gillette, WY 82717

	Actual (F32) 7/1/22 - 6/30/23	Budget 7/1/23 - 6/30/24	Actual (EST) 7/1/23 - 6/30/24	Budget 7/1/24 - 6/30/25
<b>CASH CARRYOVER</b>	36,752	21,333	47,775	37,682
<b>Revenue</b>				
Assessments	28,700	28,700	28,700	28,700
Assessments - Interest	27	100	52	100
Grants - County	8,248	6,250	0	10,000
<b>TOTAL REVENUE</b>	36,975	35,050	28,752	38,800
<b>TOTAL REVENUE PLUS CASH CARRYOVER</b>	73,727	56,383	76,527	76,482
<b>Expenditures</b>				
Capital Expenditures				
Administrative	2,906	3,300	3,532	3,600
Operations	48,102	52,433	7,650	72,156
Indirect	626	650	726	726
<b>TOTAL EXPENDITURES</b>	51,634	56,383	11,908	76,482
Reserves-Amount to be Added				
Reserves-Amount to be spent				
<b>Ending Reserves balance</b>				
Receivables Start of FY	0		8,248	
Payables Balance Start of FY	1,255		35,185	
	<b>6/30/2022</b>	<b>6/30/23 (EST)</b>	<b>6/30/2023</b>	<b>6/30/24 (EST)</b>
<b>BEGINNING OF FISCAL YEAR BALANCES</b>				
GENERAL FUNDS	36,752	21,333	47,775	37,682
RESERVES BALANCES				
<b>TOTAL FUNDS BEGINNING OF YEAR</b>	36,752	21,333	47,775	37,682
Receivables Balance End of FY	8,248			
Payables Balance End of FY	35,185			
End of Year Bank Balance	47,775		37,682	
<b>Net per year (Revenue minus Expenses)</b>	22,093	0	64,619	0

Budget Message: The District manages and maintains the roads. Rates are anticipated to stay the same. The District has no reserves at this time.

  
Board Member Signature

  
Board Member Signature

Directors: Mark Robin (Pres.) and David Hansen (Sec./Treas.) terms end Nov., 2027 / Char Mashak (Vice Pres.) term ends Nov., 2025  
Regular meetings - next meeting date set at each meeting.  
Records are stored at 400 S Gillette Ave, Suite 106, Gillette.

Rate History: 2015 = \$820      35 assessed of 38 total parcels  
2014 = \$420  
2007 = \$360

May, 2020: 50% grant used for culverts at Barefoot Dr. & Rustic Hills Road West & on Rustic Hills Road approx. 100' north of Rustic Hills Road West, crowning and ditching Rustic Hills Road West.

Rustic Hills	Feet	Miles
April Way	3790	0.72
Barefoot Dr	1940	0.37
E Rustic Hills Rd	4110	0.78
Rustic Hills Rd	8080	1.53
Steffen St	1210	0.23
W Rustic Hills Rd	10050	1.90
<b>Total</b>	<b>29180</b>	<b>5.53</b>

5,280 feet in a mile