

**Rafter D Improvement & Service District  
Regular Meeting Minutes  
Tuesday, February 16, 2016, 5:30 p.m.  
400 South Gillette Avenue, Suite 106, Gillette**

BOARD MEMBERS PRESENT: Wade Howie, Charity Knopp  
BOARD MEMBERS NOT PRESENT: Delight Harris  
OTHERS PRESENT: Helenanne Cathey, Duaine Faucett, Frank Latta, Sue Latta

Wade Howie called the meeting to order at 5:33 p.m.

- I. Minutes** – The minutes for the last regular meeting on January 19, 2016, were reviewed. The minutes were e-mailed and mailed after the meeting and posted online. Wade Howie moved to approve the minutes as written. Charity Knopp seconded. Motion carried unanimously.
- II. Treasurer’s Report** – The Treasurer’s Report and financial information were reviewed. Wade Howie moved to accept the Treasurer’s Report and pay bills as presented. Charity Knopp seconded. Motion carried unanimously.

Bank Balance at End of Last Meeting:	\$11,925.89
01/22/16     Deposit	\$400.00
01/26/16     Deposit	\$85.00
02/05/16     Deposit	\$510.00
02/10/16     Deposit	\$260.00
02/16/16     Deposit	\$340.00
Bank Balance Prior to Meeting;	\$13,520.89

Bills Paid at This Meeting:

CHK # VENDOR	PURPOSE	AMOUNT
AUTO Powder River Energy	Acct 3230726 12/9/15-1/10/16	\$139.93
	Acct 3284226 12/9/15 – 1/10/16	\$58.06
1149 Cathey Consulting, LLC	Inv. 3233 – Jan. Admin./Books/Compl/Postage	\$367.84
1150 Water Guy, LLC	Inv. 2016-85 – January Water Operator	\$484.50
TOTAL BILLS PAID:		\$1,050.33
Bank Balance at End of Meeting:		\$12,470.56

Receivables balances were reviewed.

- III.** The water system information was reviewed (see table below).

Month	Water Usage (Main Meter)	Average Daily Usage	Average Usage Per Month Per Customer (16 Customers)	Meter Readings Total Gallons	Meter Readings Rounded Total	# / \$ Billed	Difference from Main Meter
January, 2016	134,530	5,174	8,408	225,850 (3 mo.)	229,000	0	356,580 (for 3 mo.)
December, 2015	273,790	7,823	17,111				
November, 2015	174,110	6,218	10,881				
October, 2015	294,520	9,817	18,407	117,530	113,000	0 / \$0	176,990
September, 2015	435,900	14,530	27,243	267,160	268,000	0 / \$0	168,740
August, 2015	475,520	15,850	29,270	330,410	333,000	0 / \$0	145,110
July, 2015	459,750	15,325	28,734	303,400	302,000	0 / \$0	156,350
June, 2015	279,840	9,328	17,490	89,130	89,000	0 / \$0	190,710
May, 2015	222,700	7,170	13,918	72,420	71,000	0 / \$0	149,850

April, 2015	322,700	9,220	20,168	88,560	82,000	0 / \$0	134,140
March, 2015	304,270	8,452	19,016				
February, 2015	223,060	7,195	13,941				
January, 2015	207,150	7,672	12,946				
December, 2014	210,390	7,514	13,149				
November, 2014	212,100	7,575	13,256				
October, 2014	290,380	8,799	18,148				
Sept. (Corrected)	329,050	10,968	20,565				
September, 2014	<del>1,288,880</del>	<del>42,962</del>	<del>80,555</del>				
August, 2014	566,560	18,885	35,410				
July, 2014	406,930	14,533	25,433				
June, 2014	241,200	7,781	15,075				
May, 2014	224,740	8,026	14,046				
April, 2014	203,240	6,775	12,702				
March, 2014	285,350	9,205	17,834				
February, 2014	175,440	6,266	10,965				
January, 2014	229,600	7,406	14,350				
December, 2013	216,600	6,987	13,537				
November, 2013	261,670	8,722	16,354				
October, 2013	285,570	9,211	17,848				
September, 2013	402,660	13,422	25,166				
August, 2013	798,980	25,774	49,936				
July, 2013	564,170	18,199	35,260				
June, 2013	457,910	15,264	28,619				
May, 2013	296,120	9,552	18,507				
April, 2013							
March, 2013	141,710	4,571	8,856				
February, 2013							
January, 2013	138,640	4,472	8,665				
December, 2012	190,950	6,159	11,934				
November, 2012	125,740	4,191	7,858				
October, 2012	229,030	7,388	14,314				
September, 2012	526,820	17,560	32,926				
August, 2012	626,270	20,202	39,141				
July, 2012	915,150	29,520	57,196				
June, 2012	446,370	14,879	27,898				

#### IV. Unfinished Business

- a. Water Usage / Leaks – Duaine Faucett from Water Guy was at the meeting. Water Guy read the meters last month and read again 23 days later. 62,000 gallons is the water loss instead of 170,000 gallons, which means there is very likely someone else using water that isn't being metered. When the meters were installed, they found two illegal lines coming off of the main, and those two lines were capped off so they are no longer using the District's water. The 62,000 gallons is about a 2 gallon per minute water loss. Individual meters can be off by up to 2%. The main meter is about 20 years old, and it isn't a good style to measure the water accurately for this system. It also measures water going into the tank, so any gas in the water can affect the measurement. As a result, comparing the water going into the tank with the total of the meters isn't a good measurement. Duaine Faucett got an estimate for another meter to measure the water coming out of the tank for about \$1,000.00. Installing the meter to measure water going out of the tank is highly recommended. This meter is not a mag meter. It is about half the cost of a mag meter. It is used in Europe and is just now coming into the United States. It is supposed to be good.

The connection with the City has already been done. They put a restrictor in there so it will only supply 16 gallons per minute. That can possibly be changed in the future. Right now, it is designed to supplement. When the District is connected to the regional system, then they will go in and clean the

tank. Duaine explained that he wants to use the regional as a backup – if the District were to lose power, the valve to the regional would open up and the District wouldn't lose water – the regional water would automatically come on and feed the District. He hopes to set it up this way when the regional water is available for the District.

Wade Howie moved to have Water Guy purchase and install the meter as proposed (approximately \$1,000). Charity Knopp seconded. Everyone at the meeting was in favor of the meter. Motion carried unanimously.

There was discussion on chemicals. The potency goes down after a couple of weeks, so they have to increase the rate of feed for the chlorine. If Hawkins comes and delivers before they put the rate back down, it can be strong until Water Guy can get out there and lower the rate. The cloudy water happens a couple of times a year – if you put the water in a glass it will clear up. It's gas in the water. It's generally when the temperature changes. The chlorine doesn't like to stay in the warm water. In the winter it stays well. They are constantly adjusting.

Wade Howie said that he talked to DRM. They said they could come out and look at the lines if the District wanted to see if they can find a leak somewhere. Duaine Faucett reported that Wyoming Association of Rural Water has a listening device that could help. Water Guy used it to try to find a leak in Freedom Hills, but they couldn't find it. The City can come out too, but you have to know exactly where the lines are and the general vicinity of the leak. There is a possibility of putting a camera through the lines. That would have to be rented. There may be a local company that has equipment or ability to rent that equipment. There is ground penetrating radar, but it won't work through some material. It may not work here. No one local has this equipment.

Duaine Faucett suggested testing the water in the pond for chlorine. You would have to test near where the water is coming in to the pond.

- b. Budget – No update at this time. The budget will be developed over the coming months.
- c. Conservation District / Donkey Creek – Frank and Sue Latta reported that they attended a meeting with the Conservation District. The Conservation District was given a lot of money to do a study and to clean up Donkey Creek. They didn't have any answers for water quality or weeds or anything at this time.

Sue Latta reported that they are working on a project on their place to have a community garden and to do more with the pond – paths for example. People fish and swim in the pond. There are fox and raccoons on the pond. Goats may be an option to control the thistle. Frank and Sue Latta volunteered to look into options to control thistle and cattails around the pond. The Board requested being kept updated.

- d. Frank Latta is working with an attorney to draw up the legal paperwork to have the recreation area deeded over to the District from Doud. The attorney advised that it would cost about \$100 to draw up that paperwork. They are going to try to bill Doud for that. Frank Latta also talked to the attorney about including the 37 acres in any kind of insurance policy. It is listed on the Local Government Liability Pool insurance renewal every year. Frank Latta reported that the Rafter D Subdivision has the right to pull out about 32 acre feet of water from Donkey Creek for irrigation purposes. They are looking into using that water for the community garden.

## V. **New Business**

- a. A letter was reviewed to send to the County Commissioners listing the directors and officers for the District.
- b. Wade Howie reported that he is taking pictures by the mailboxes of all the mud and muck. The area is not draining and there is no rock surface on the road now. There was discussion on the contractor that put the water line in. Frank Latta reported that he has been talking to the City about it too. Helenanne Cathey will send the City of Gillette (Levi Jensen) e-mail address so the Board can send pictures and register complaints regarding the project. The contractor needs to come back and take care of things and clean up the garbage left behind.

Wade Howie adjourned the meeting at 6:35 p.m.

**Next Regular Meeting: Tuesday, April 12, 2016, 5:30 P.M.**

**MEETINGS ARE HELD AT THE OFFICE OF CATHEY CONSULTING AT 400 SOUTH GILLETTE AVENUE, SUITE 106, GILLETTE, WYOMING (K<sup>2</sup> TECHNOLOGIES BUILDING – USE ENTRANCE ON 4<sup>TH</sup> STREET).**

Respectfully submitted,  
Helenanne Cathey, Assistant to the Board

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Wade Howie, President (299-3763) / Date

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Delight Harris, Treasurer (689-4122) / Date

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Charity Knopp, Secretary (682-4837) / Date