

**Rozet Ranchettes Improvement & Service District
Regular Meeting
Minutes**

Tuesday, January 12, 2016, 4:30 p.m., 400 South Gillette Avenue, Suite 106, Gillette, Wyoming

BOARD MEMBERS PRESENT: Zeke Zebroski, Troy Hipsag

BOARD MEMBERS NOT PRESENT Tom Dietz

OTHERS PRESENT: Helenanne Cathey, Sam Kessler

Zeke Zebroski called the meeting to order at 4:49 p.m.

- I. **Minutes** – Troy Hipsag moved to approve the minutes as written for the last regular meeting on November 10, 2015. Zeke Zebroski seconded. Motion carried unanimously.
- II. **Treasurer’s Report** – Troy Hipsag moved to accept the Treasurer’s report and pay bills as presented. Zeke Zebroski seconded. Motion carried unanimously.

Ending Bank Balance from Last Minutes:		\$38,561.50
Deposits (through 11/30/15):	\$1,005.00	
Quickbooks / Balance 11/30/15:	\$39,566.50	Bank: \$40,614.19*
*Checks Outstanding:		
Ck# 1372 – Cathey Consulting -	\$454.19	
Ck# 1373 – Hawkins, Inc. -	\$5.00	
Ck# 1374 – Inter-Mtn Lab -	\$25.00	
Ck# 1375 – Water Guy -	\$563.50	
Adjusted Bank Balance:	\$39,566.50	

Bills paid in December:			
AUTO	Powder River Energy	Electricity 9/30/15 – 10/31/15	\$293.11
1376	Cathey Consulting	Inv. 3153 – Nov books/postage	\$400.49
1377	Gillette News-Record	Ad 00304600 – director election ad	\$68.06
1378	Water Guy, LLC	2015-1133 Nov. water operator	\$563.50 \$656.50
		2015-1193 – fixed open face relay	\$93.00

TOTAL BILLS:		\$1,418.16
Deposits (through 12/31/15)	\$1,771.00	
Quickbooks Balance 12/31/15:	\$39,919.34	Bank: \$39,919.34
Deposits (through 1/12/16):	\$1,888.96	
QuickBooks Balance Prior to Meeting		\$41,808.30

Bills paid at Meeting:			
Ck#	Payee	Purpose	Amount
AUTO	Powder River Energy	Electricity 10/31/15-11/30/15	\$ 418.92
1379	Cathey Consulting	Inv. 3204 – cert. letters \$20.22	\$ 443.74
		Inv. 3192 – Dec. books/postage	\$423.52
1380	Hawkins, Inc.	Inv. 3802765 – Chlorine \$10.00	\$ 20.00
		Inv. 3817277 – Chlorine \$10.00	
1381	Water Guy, LLC	Inv. 2015-1299 – Dec. water op./meters	\$563.50 \$4,427.70
		Inv. 2015-1323 – Install new meter	\$3,864.20
TOTAL BILLS:			\$5,310.36
Balance End of Meeting:			\$36,497.94

Receivables – Past due accounts were reviewed.

- III. **Water / Well Update / Water Meter Readings** – The water system information was available for review. The distribution meter at the pump house was installed and the bill received. The grant reimbursement, completion report and close out letter were reviewed and signed and will be submitted. There was discussion on the EPA Sanitary Survey that was received in November. There was discussion on the regional water.

IV. Unfinished Business

- a. Election (March 22, 2016 – Zeke Zebroski) – 4 year term – The first ad ran November 25, 2015. Anyone interested in running for the Board and having their name on the ballot needs to submit an application between December 23, 2015 and January 12, 2016. The application is available online at www.catheyconsulting.net – click on Election Documents.
- b. Natural Gas – No update. This will be removed from the agenda.
- c. Spraying – Mailing sent requesting permission to spray – 34 letters mailed.
 - 20 responded to mailing with YES
 - 1 responded to mailing with NO
 - 13 have not responded – Helenanne Cathey will send out the permission slip to all of the landowners who have not returned the form.
- d. \$200 approved for Terry Masteller to deliver scoria for the mailboxes at the September 8, 2015, meeting. Zeke Zebroski reported that the rock was delivered and has been spread. The Board will get the mailboxes rotated when possible. There was discussion on building a shelter over the mailboxes if rotating doesn't help.

V. New Business

- a. There was discussion on the pests that are leaving the piles of dirt in pastures and yards.

Zeke Zebroski adjourned the meeting at 5:15 p.m.

NOTES / REMINDERS:

Animal Control can be contacted by calling 686-5249 or call the Sheriff's Office at 682-7271. A reminder that the covenants state the following:

Livestock and pets (dogs and cats) will be permitted, provided they are kept under control in an area that is adequately fenced and the premises are kept in a clean and sanitary condition.

Tom Dietz is the board member contact for road maintenance. He will handle contacting the county for blading and plowing the roads. Tom's phone number is 687-7563.

Please be sure to spray or mow the weeds on your property. You can call Campbell County Weed and Pest at 682-4369 to find out more about sprays for specific weeds.

The next regular meeting will be Tuesday, March 8, 2016, 4:30 p.m.

Meetings are held 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.

Respectfully submitted,
Helenanne Cathey, Assistant to the Board

Zeke Zebroski, President Date

Thomas (Tom) Dietz, Vice President Date

Troy Hipsag, Secretary/Treasurer Date