

**Rafter D Improvement & Service District
Regular Meeting Minutes
Monday, January 13, 2025, 6:00 p.m.
400 South Gillette Avenue, Suite 106, Gillette**

BOARD MEMBERS PRESENT: Gary Bissonette, Albert Hernandez, Scott Peyrot
OTHERS PRESENT: Helenanne Cathey

Scott Peyrot called the meeting to order at 6:25 p.m.

- I. Customer / Billing Concerns –**
 - a. Monitor Account / catch up – The Accounts Receivable report from Water Guy for 12/31/24 shows that Account 1678.02 is current.
- II. Minutes –** Scott Peyrot moved to approve the minutes for the regular meeting on November 26, 2024, as written. Albert Hernandez seconded. Motion carried unanimously.
- III. Treasurer’s Report –** The Treasurer’s Report and financial information were reviewed. Gary Bissonette moved to accept the Treasurer’s Report and pay the bills as presented, except paying Red Tiger \$5,000.00 today instead of the full amount,. Scott Peyrot seconded. Motion carried unanimously. The consensus is to pay Red Tiger \$5,000 next month and \$5,763.50 the following month, unless something else comes up that prevents those payments.

Bank Balance at End of Last Meeting:	\$24,155.64
Water Deposits 11/1-11/26/24:	\$4,490.48
Adjusted Balance Forward:	\$28,646.12
Interest 11/30/24	\$19.80
Xpress bill pay deposit 12/5/24	\$1,453.32
Assessments deposit 12/10/24	\$1,050.00
Water deposits 12/1-12/31/24	\$1,427.48
Interest 12/31/24	\$12.42

Bills Paid in December:

CHK #	VENDOR	PURPOSE	AMOUNT
AUTO	City of Gillette	Inv. 1973998 – regional water Nov. 0 gallons	\$120.00
AUTO	Powder River Energy	Acct 3230728 11/1-12/1/24 \$100.39 Acct 3284226 11/1-12/1/24 \$99.82	\$200.21
1322	Cathey Consulting	Inv. 7879 – Nov. Admin./Books/Compliance	\$393.75
1323	First Northern Bank	Loan payment	\$1,274.28
1324	Water Guy	Inv. 2024-1302 – Nov. Water Op./Meter Rdgs/Billing	\$800.30
TOTAL BILLS PAID:			\$2,788.54

Xpress bill pay deposit 1/5/25	\$905.00
Bank Balance Prior to Meeting:	\$30,725.60

Bills Paid at Meeting:

CHK #	VENDOR	PURPOSE	AMOUNT
AUTO	City of Gillette	Inv. 1991211 – regional water Dec., 2024 0 gallons	\$120.00
AUTO	Powder River Energy	Acct 3230728 12/1/24-1/1/25 \$91.34 Acct 3284226 12/1/24-1/1/25 \$122.63	\$213.97
1325	Cathey Consulting	Inv. 7922 – Dec. Admin./Books/Compliance	\$393.75
1326	First Northern Bank	Loan payment	\$1,274.28
1327	Water Guy	Inv. 2024-1484 – Dec. Water Op./Meter Rdgs/ Billing	\$800.30
1328	Red Tiger Well Service	Inv. 2395 – Pull and replace pump, motor, cable pitless spool, coupling, tubing \$44,995.50	\$5,000.00

TOTAL BILLS PAID:	\$7,802.30
Bank Balance End of Meeting:	\$22,923.30*

**Does not include water billing deposits since the first of the month.*

Bills remaining unpaid at the end of the meeting:

Red Tiger Well Service, Inc. – Inv. 2395 – Pull & replace pump, motor, cable, \$10,763.50
pitless spool, coupling, tubing / Original invoice amount \$44,995.50
\$29,232.00 paid on 11/26/24
\$5,000.00 paid on 1/13/25

- IV. Water System Update** – Water system and billing reports were available. Water system projects and specific concerns are listed below.
- a. Tank Cleaning and replace the control wire that runs from the well to the pump house (will include trenching and running conduit). Project estimate \$6,500 / County grant (DSG 2024.10 request of \$1,625)
 - i. Pay Request 1 (Water Guy invoice \$1,500 for tank cleaning / grant \$375)
Grant Remaining \$1,250.00
 - ii. No invoice yet for the control wire from Water Guy.
 - b. Tie in to Regional Water and Water Tank Repair – 2 grants (Work is complete but Red Tiger has not been paid in full yet.)
 - i. County Grant DSG 2024.06
 1. Pay Request 1 (Water Guy Invoice 2024-723 \$8,908.97 (33%) / grant \$2,939.96)
 2. Pay Request 2 (Red Tiger Invoice 2395 \$29,242.50 (25%) / grant \$7,310.63
(Total invoice \$44,995.50 – applied for another grant)
 - ii. County Grant – DSG 2024.14 approved 12/3/24 – total Red Tiger Invoice \$44,995.50 minus \$29,242.50 on DSG 2024.06) = \$15,753 total with grant request of \$3,938.25 – **The Board reviewed and signed the pay request for \$3,938.25. The completion reports and affidavits will be completed when Red Tiger has been paid in full.**
 - c. Lead Service Line Inventory – Gary Bissonette will follow up with Water Guy to see where they are with the survey of service lines for Rafter D.
 - d. Flushing hydrant (Paul Schlosser, 5260 Force Road concerns) – This will be discussed in the spring.
- V. Unfinished Business**
- a. Spectrum / Petition for those interested in service was submitted (December, 2023) – This item will be removed from the agenda. Someone is running fiber down Force Road. The Board doesn't know for sure what company is running the fiber.
 - b. Agreement with Visionary – There was discussion at the November meeting about asking if Visionary would compensate the District an amount each month to at least cover the cost of the electricity that they use. Gary Bissonette will contact Visionary.
- VI. New Business**
- a. There was discussion on the water rate and paying off Red Tiger and then the bank loan. The loan has a balloon payment due in October, 2026 (or refinance), but the hope is to pay off the loan if possible. The District needs to also set aside money for improvements – the water tank and building are going to need repaired or replaced at some point, and the pump won't last forever either. The District needs to ensure money is set aside for the long-term maintenance of the water system.
 - b. Gary Bissonette is working on a list of assets of the District and will pursue options for insurance. Questions were asked about the Local Government Liability Pool and what it covers.
 - c. There was discussion on what happens if there were a fire event that the District needed water for – could a Board member run up and turn on the water from the City of Gillette? Is Water Guy the only one that can do that? Gary Bissonette will discuss this with Water Guy.

Scott Peyrot moved to adjourn. Albert Hernandez seconded. The meeting was adjourned at 6:52 p.m.

Next Meeting: Monday, March 10, 2025, 6:00 p.m.

MEETINGS ARE HELD AT THE OFFICE OF CATHEY CONSULTING AT 400 SOUTH GILLETTE AVENUE, SUITE 106, GILLETTE, WYOMING (K² TECHNOLOGIES BUILDING – USE ENTRANCE ON 4TH STREET).

Respectfully submitted,
Helenanne Cathey, Assistant to the Board

Minutes Approval:



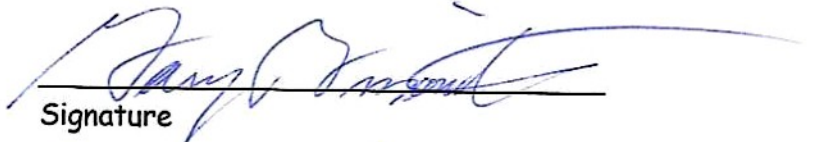
Signature

Albert Hernandez

Printed Name

3/10/2025

Date



Signature

Gary Bissonette

Printed Name

3/10/2025

Date

Scott Peyrot, President (307-680-1658) / Albert Hernandez, Treasurer (626-372-3645) /
Gary Bissonette, Secretary (253-370-9070)