

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

**Tuesday, January 28, 2025, 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

Mark Robin called the meeting to order at 4:00 p.m.

- I. Minutes Approval** – Mark Robin moved to approve the November 26, 2024, regular meeting minutes as presented. David Hansen seconded. Motion carried unanimously.
- II. 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. David Hansen seconded. Motion carried unanimously.

Checking Account Balance at the end of the last meeting:	\$10,245.97
12/10/24 Deposit – Assessments	\$9,430.20
01/10/25 Deposit – Assessments	\$3,690.00
Checking Account Balance Prior to Meeting:	\$23,366.17
<b>BILLS PAID AT CURRENT MEETING:</b>	
<b>Ck#</b>	<b>Vendor</b>
1589	Cathey Consulting, LLC
	<b>Purpose</b>
	Inv. 7882 – Nov. Adm./Books \$225.00
	Inv. 7925 – Dec. Adm./Books \$225.00
<b>TOTAL:</b>	<b>\$450.00</b>
<b>Bank Balance After Bills:</b>	<b>\$22,916.17</b>
Receivables Balance: \$10,660.00 (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. Char Mashak will talk to Ron Schabot to see if he has found anything out.
    - b. 1/22/24 – Discussions on the oil company not paying anything for using the roads in the District. Mark Robin is working on this item.
    - c. 11/26/24 – Another load of rock was authorized for the end of Rustic Hills Road West. The rock hasn’t been ordered or delivered yet. The consensus is to bring in the rock this spring.
    - d. Road work and dust control for next year / grant application – County grant approved October 1, 2024, for \$7,876.83.
      - 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: \$7,876.83  
The road project will be discussed and work authorized at the March meeting.

- IV. New Business**
  - a. There was discussion on finding someone that can sand the hill when it gets really icy. David Hansen will try to find someone.

- b. A number of homeowners bladed snow from the roads. Thank you to everyone that cleared snow during these last storms. It is greatly appreciated!
- c. There was discussion on paying people who spend a lot of hours clearing snow from the roads. If anyone needs compensation for fuel costs, submit an invoice to the District for consideration.
- d. An e-mail was received from a homeowner who offered to replace the cattleguard for \$300. Char Mashak contacted the homeowner and told him that the Board is going to take care of the cattleguard but could maybe use some labor on the project if he is available. Mark Robin will take care of it when the weather's a little better and he has the time.
- e. The meeting time was changed to 3:00 p.m. instead of 4:00 p.m.

**V. Next meeting: Tuesday, March 25, 2025, 3:00 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)

2025 Meetings:

Tues., March 25, 2025, 3:00 p.m.    Tues., May 27, 2025, 3:00 p.m.

Tues. July 22, 2025, 3:00 p.m.    Tues., Sept. 23, 2025, 3:00 p.m.    Tues., Nov. 25, 2025, 3:00 p.m.

**VI. Adjourn – Mark Robin adjourned the meeting at 4:18 p.m.**

Respectfully Submitted,  
Helenanne Cathey, Assistant to the Board

Charlene Mashak

Signature

Charlene Mashak

Printed Name

3-25-25

Date

David Hansen

Signature

David Hansen

Printed Name

3-25-25

Date

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