

**Rafter D Improvement & Service District
Regular Meeting Minutes
Tuesday, April 15, 2025, 6:30 p.m.
400 South Gillette Avenue, Suite 106, Gillette**

BOARD MEMBERS PRESENT: Gary Bissonette, Albert Hernandez, Scott Peyrot
OTHERS PRESENT: Helenanne Cathey, Kathy & John Cattles, Frank Latta

This meeting was originally scheduled for April 3, 2025, but was rescheduled for today.

Scott Peyrot called the meeting to order at 6:33 p.m.

- I. Customer / Billing Concerns** – None
- II. Minutes** – Scott Peyrot moved to approve the minutes for the regular meeting on March 10, 2025, as written. Albert Hernandez seconded. Motion carried unanimously.
- III. Treasurer’s Report** – The Treasurer’s Report and financial information were reviewed. Scott Peyrot moved to accept the Treasurer’s Report and pay the bills as presented. Gary Bissonette seconded. Motion carried unanimously.

Bank Balance at End of Last Meeting:		\$18,582.70
Water Deposits 3/1-3/10/25	\$175.00	
Xpress bill pay deposit 3/5/25	\$890.00	
Adjusted Balance Forward:		\$19,647.70
Deposit 3/19/25 – Cattles / Pipes	\$364.22	
Water Deposits 3/11-3/31/25	\$1,255.00	

Bills Paid in March:

CHK #	VENDOR	PURPOSE	AMOUNT
AUTO	City of Gillette	Inv. 2025742 – regional water 2/4-3/4/25 0 gallons	\$120.00
AUTO	Powder River Energy	Acct 3230728 2/1-3/1/25 \$110.37 Acct 3284226 2/1-3/1/25 \$165.46	\$275.83
	Interest 3/31/25	\$10.19	
	Xpress bill pay deposit 4/5/25	\$890.00	

Bank Balance Prior to Meeting; \$21,771.28

Bills Paid at Meeting:

CHK #	VENDOR	PURPOSE	AMOUNT
AUTO	City of Gillette	Regional Water 3/4-4/2/25	\$120.00
AUTO	Powder River Energy	Acct 3230728 3/1-4/1/25 \$93.69 Acct 3284226 3/1-4/1/25 \$180.21	\$273.90
1337	Cathey Consulting	Inv. 8054 – Mar. Admin./Books/Compliance	\$393.75
1338	First Northern Bank	Loan payment	\$1,274.28
1339	Hawkins, Inc.	Inv. 7007939 – Azone 15	\$386.55
1340	Water Guy	Inv. 2025-286 – Mar. Water Op./Meter Rdgs/ Billing \$800.30	\$819.05
		Inv. 2025-329 – Bounced check \$18.75	

TOTAL BILLS PAID: \$3,267.53

Bank Balance End of Meeting: \$18,503.75*

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

- 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) \$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. Gary Bissonette reported that he talked to Water Guy and they said that they didn't have any outstanding billing for the District at this time.
- b. 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. No update.
- c. Flushing hydrant (Paul Schlosser, 5260 Force Road concerns) – Water Guy provided an estimate for installing a flushing hydrant in an area that has a dead end (at the low end). There was discussion on the proposed flushing hydrant. The consensus is to leave this on hold for now. The District doesn't have the funds for the hydrant at this time.
- d. Insurance quotes – Gary Bissonette hasn't heard back from the insurance agent. He has reached out to another insurance agent and hasn't heard back from him either. The District is looking into insurance on the water system in the event of a lightning strike or fire or other damages.
- e. Discussions with Water Guy regarding if there were a fire in or near the District and getting water / City water turned on. Gary Bissonette reported that he talked to Water Guy staff regarding what the District can do in the event of a fire. Stefanie Brown from Water Guy reported that the District's water system can't provide enough water to fight fires. The Fire Department would bring out a tender tank if there were a fire in the area. The Board would like to explore this a little further to see if there is a way to use the City water in a fire emergency. (A hydrant on the City line?) The City's water goes into the District's water tank, and the District distributes the water to homeowners from there. This will be left on the agenda to explore further.

V. Unfinished Business

- a. 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. Visionary is installing the fiber line. Albert Hernandez reported that he was told it will be a couple of months after the line is installed before service will be available.
- b. Budget for 7/1/25 – 6/30/26 – The budget was discussed. There was discussion on the assessments. There are some lots in the District who have never paid anything (assessment or monthly billing) and the assessment for roads was only for road work. What this means is that the people paying the monthly water fee are paying all of the administrative and insurance costs for the District. There was discussion on adding an assessment on every lot in the District for administrative and indirect (insurance) costs. The City, County and District owned properties would be the only exceptions. The Administrative and Roads costs could be done through the assessment, and water would stay on a monthly bill. The consensus is to leave the monthly rate for water at \$175. At some point, the Board would like to see it go down, but there are no reserves at the current time, and the District has to start a fund for capital items. The tank is going to have to be replaced at some point. The pump will have to be replaced again – hopefully not for many years, but we have to build funds for that. Stefanie Brown suggested that the District needs to make some improvements on the pump houses fairly soon. The Board is still looking into insurance on the water system. The tank cleaning should be done every three to five years for a cost of \$2,500 to \$3,000. There was discussion on setting up a bank account for roads, a bank account for administrative/indirect, and a bank account for reserves.

VI. New Business

- a. A letter was received from Water Guy regarding 0 usages (meter readings). Water Guy does not investigate 0 usages unless the Board requests that they investigate. There are no 0 usages at the current time in the District.
- b. There was discussion on roads. The time to cut out washboard is generally when there is moisture in the roads. Pat Schweitzer hasn't been available. Gary Bissonette will talk to some contractors. The County used to blade once in the spring and once in the fall, but the County doesn't blade subdivision roads anymore.
- c. There was discussion on the covenants. Concerns were expressed regarding a couple of properties – one accumulating junk vehicles and one that looks like it is running a business out of it. A suggestion was made that the Board send letters to the homeowners and send them a copy of the covenants with the relevant sections highlighted. This will be discussed at the next meeting.

- d. There was discussion on the recreation area and a concern about the thistles. Someone treated for mosquitoes last year. There was discussion on spraying weeds but making sure they don't poison the water or ground or wildlife. Gary Bissonette will talk to Weed and Pest.

Scott Peyrot moved to adjourn. Albert Hernandez seconded. The meeting was adjourned at 8:25 p.m.

Next Meeting: Tuesday, May 20, 2025, 5:30 p.m.

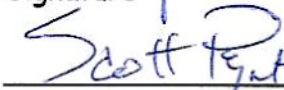
MEETINGS ARE HELD AT THE OFFICE OF CATHEY CONSULTING AT 400 SOUTH GILLETTE AVENUE, SUITE 106, GILLETTE, WYOMING (K² TECHNOLOGIES BUILDING – USE ENTRANCE ON 4TH STREET).

Respectfully submitted,
Helenanne Cathey, Assistant to the Board

Minutes Approval:



Signature



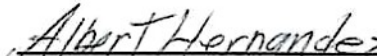
Printed Name



Date



Signature



Printed Name



Date

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