

Rozet Ranchettes Improvement & Service District
Regular Meeting Minutes
Tuesday, May 13, 2025, 4:30 p.m.
400 South Gillette Avenue, Suite 106, Gillette, Wyoming

BOARD MEMBERS PRESENT: Zeke Zebroski, Troy Hipsag, Jeff Carter
 OTHERS PRESENT: Helennane Cathey, Gina Schrank, Darlene Ganje

Zeke Zebroski called the meeting to order at 4:33 p.m.

I. Customer Concerns / Billing / Delinquent Accounts & Shut Offs Reports – Reports were available for review.

II. Minutes Approval and Treasurer’s Report– Zeke Zebroski moved to approve the minutes from the meeting on March 11, 2025, accept the Treasurer’s Report and pay bills as presented and listed below. Jeff Carter seconded. Motion carried unanimously.

| | |
|--|-------------|
| Ending Bank Balance from last meeting: | \$70,537.77 |
| Water Deposits (3/1-3/11/25) | \$125.00 |
| Adjusted Balance Forward: | \$70,662.77 |
| Water Deposits (3/12-3/31/25) | \$1,402.00 |
| Xpress bill pay deposit (4/05/25) | \$2,892.62 |
| Water Deposits (4/1-4/30/25) | \$1,715.00 |

Bills paid in April:

| Ck# | Payee | Purpose | Amount |
|--------------|------------------------|---|------------|
| AUTO | City of Gillette | Bill 2042219 – Regional water 3/3-3/31/25 Base \$352.50 (86,000 gal.) \$265.74 | \$618.24 |
| AUTO | Powder River Energy | Electricity 3/1-4/1/25 | \$722.97 |
| 1876 | Cathey Consulting | Inv. 8056 – Mar. Adm./Books /Comp. | \$472.50 |
| 1877 | C N A Surety | Bond / board 5/12/25 – 5/12/26 | \$105.00 |
| 1878 | Hawkins, Inc. | Inv. 7013751 – Chlorine | \$20.00 |
| 1879 | Water Guy, LLC | Inv. 2025-290 – Mar. water op. meters read/billing | \$1,007.60 |
| 1880 | Wyo. Earthmoving Corp. | Inv. 11646 – 4/8/25 Blade & shape roads | \$790.00 |
| TOTAL BILLS: | | | \$3,736.31 |

Xpress bill pay deposit (4/5/25) \$3,614.00

QuickBooks Balance before bills: \$76,550.08*

*Balance does not reflect Water Guy deposits since the end of the prior month except the Xpress Bill Pay Deposit.

Bills paid at Meeting:

| Ck# | Payee | Purpose | Amount |
|------|------------------------|---|------------|
| AUTO | Powder River Energy | Electricity – 4/1-5/1/25 | \$682.82 |
| AUTO | City of Gillette | Inv. 2059571 – Regional water 3/31-5/1/25 Base \$352.50 (110,000 gal) \$339.40 | \$692.40 |
| 1881 | Cathey Consulting | Inv. 8103 – Apr. Admin./Books/Compl. | \$472.50 |
| 1882 | Hawkins, Inc. | Inv. 7036612 – Chlorine | \$20.00 |
| 1883 | Local Gov’t Liab. Pool | Inv. 15857 – Liab. insurance 7/1/25-6/30/26 | \$600.00 |
| 1884 | Water Guy | Inv. 2025-430 – Apr. Water Operator/ meters read / billing | \$1,007.60 |

TOTAL BILLS: \$3,475.32

Balance End of Meeting: \$73,074.76*

*Balance does not reflect Water Guy deposits since the end of the prior month except the Xpress Bill Pay Deposit.

III. Water System Update / Water Meter Readings – The water system information was reviewed and discussed. Zeke Zebroski will follow up on the one home that Water Guy doesn’t have pictures of their service yet (for the lead service line inventory).

IV. Unfinished Business

- a. Roads – crushed asphalt – There was discussion on crushed asphalt. Board members would like to see crushed asphalt on most of the roads.
- b. Road blading – Blading was done in April. The contractor is supposed to come back and blade again and use a water truck this time. The fire hydrant at the tank can be used for getting water for road work. There was discussion on blading the crushed asphalt. Board members didn't see any issues with the way blading is being done. Troy Hipsag moved to approve blade work and watering for a cost not to exceed \$3,000. Jeff Carter seconded. Motion carried unanimously.
- c. Spraying for thistles – Zeke Zebroski reported that he talked to the person who sprays. As soon as the thistles start coming up, they will be out to spray. The consensus is to have the arena sprayed as well.
- d. Budget for 7/1/25 – 6/30/26 – The proposed budget was approved at the March 11, 2025, meeting. The following legal ad will run in the Gillette News-Record on June 24, 2025.

LEGAL NOTICE OF PUBLIC BUDGET HEARING ROZET RANCHETTES IMPROVEMENT & SERVICE DISTRICT

Rozet Ranchettes Improvement and Service District will hold a public hearing to review the 7/1/25 – 6/30/26 budget followed by the regular District meeting to adopt the budget and conduct regular business at the office of Cathey Consulting at 400 South Gillette Avenue, Suite 106, Gillette, Wyoming, (City Hall Mall / K2 Technologies Building – entrance is on 4th Street across from Arrow Printing) on July 8, 2025, at 4:30 p.m. The budget is summarized below:

Administrative \$7,500 / Indirect \$4,000 / Operations & Misc. \$144,060
Revenue / Rollover: \$155,560

Monthly rates should remain the same - \$125 for improved lots and \$38 for unimproved lots. Water is billed at \$3.09 per 1,000 gallons used over 15,000 gallons a month. The complete proposed budget is available online at www.catheyconsulting.net – Rozet Ranchettes meeting minutes for 03/11/25. To contact the District or to request special accommodations for the hearing, call Cathey Consulting at 307-685-8235.

V. New Business

- a. Water Guy sent a letter explaining that they do not investigate meters showing 0 usages unless the Board requests that they investigate them.
- b. The Local Government Liability Pool renewal application was submitted online. The Board reviewed and signed the application.
- c. Construction plans were received from two homeowners. Zeke Zebroski has talked to the property owners. Troy Hipsag moved to approve the construction plans that were submitted by the following homeowners:
 - i. Warren and Caitlin Shinabarger, 41 Gold Buckle Place
 - ii. Jack Goostree, 59 Gold Buckle PlaceJeff Carter seconded. Motion carried unanimously.
- d. A question was asked whether there are any rules on lighting. A complaint was raised regarding the lighting at some properties. There are eave lights and flood lights that face out into pastures, and the lights are on all night long. The covenants don't really talk about lighting. A suggestion was made that homeowners talk to each other.
- e. There was discussion on mowing ditches. People are encouraged to keep their ditches mowed, and if anyone needs help, please call a Board member.
- f. If anyone has extra cars, campers, extra clutter, and/or unattended vehicles sitting on their lots, a reminder that you should read the covenants. It would serve everyone's best interests for everyone to read the covenants and comply with them.
- g. Spraying for thistles – Zeke Zebroski reported that he talked to the person who sprays. As soon as the thistles start coming up, they will come out and spray. The consensus is to have the arena sprayed as well.

Adjournment – Zeke Zebroski moved to adjourn. Jeff Carter seconded. The meeting was adjourned at 5:21 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.

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.

Please remember that any new construction needs to be approved by the Board.

Building: If you are planning on building, plans **MUST** be submitted to the Board prior to any building per the District's covenants. To protect homeowners and the District, a copy of the plans should be submitted for the District's files. Please remember that covenants are enforced!

Article XI

Temporary and Guest Quarters

With the exception of a motor home or travel trailer as allowed in this Article, no structure of a temporary character, such as a mobile home, basement, tent, shack, garage or other building shall be used on any Tract at any time as a residence, either temporarily or permanently. However:

- (a) An Owner or Owner's guest may locate or live in a motor home or travel trailer on a Tract for up to three separate ten-day periods per calendar year provided that the motor home or travel trailer is removed from the Tract for at least ten days between the periods of location and occupancy.
- (b) An Owner may locate and live in a motor home or travel trailer on his or her Tract for a period not to exceed eighteen (18) months during the term of actual construction of the permanent dwelling upon the Tract. The motor home or travel trailer shall be promptly removed or stored after completion of the permanent residence pursuant to these Covenants.

Upcoming Meetings: Tuesday, July 8, 2025, 4:30 p.m. (Budget Hearing & Regular Meeting)

Other Upcoming Meetings:

2025 Meetings:

Tues., July 8, 2025, 4:30 p.m. / Tues., Sep. 9, 2025, 4:30 p.m. / Tues., Nov. 11, 2025, 4:30 p.m.

Meeting Schedule: Every other odd month (January, March, May, July, September, November) on the second Tuesday at 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

Minutes Approval:

Zeke Zebroski
Signature

Zeke Zebroski
Printed Name

7-8-25
Date

Jeff Carter
Signature

Jeff Carter
Printed Name

7-8-25
Date

Zeke Zebroski, President (307-660-8733) / Jeff Carter, Vice President (307-660-5837) /
Troy Hipsag, Secretary/Treasurer (307-299-8901)