

**Rafter D Improvement & Service District  
Regular Meeting Minutes  
Tuesday, September 2, 2025, 5:30 p.m.  
400 South Gillette Avenue, Suite 106, Gillette**

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

Albert Hernandez called the meeting to order at 5:50 p.m.

- I. **Customer / Billing Concerns** – None
- II. **Minutes** – Gary Bissonette moved to approve the minutes for the regular meeting on August 11, 2025, 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. Albert Hernandez seconded. Motion carried unanimously.

Bank Balance at End of Last Meeting:	\$16,491.29
Water Deposits 8/1-8/31/25	Reports not available yet.
Interest 08/31/25	Bank statement not available yet.
Adjusted Balance Forward:	\$16,491.29
<b>Bank Balance Prior to Meeting;</b>	<b>\$16,491.29*</b>

CHK #	VENDOR	PURPOSE	AMOUNT
AUTO	City of Gillette		No bill yet
AUTO	Powder River Energy	Acct 3230728 8/1-9/1/25	No bills yet.
		Acct 3284226 8/1-9/1/25	
1357	Cathey Consulting	Inv. 8287 – Aug. Admin./Books/Compliance	\$400.00
1358	First Northern Bank	Loan payment	\$1,274.28
1359	Hawkins, Inc.	Inv. 7170103 – Azone 15	\$242.77
1360	Water Guy	Inv. 2025-977 – Aug. Water Op./Meter Rdgs/ Billing	\$800.30
<b>TOTAL BILLS PAID:</b>			<b>\$2,717.35</b>
<b>Bank Balance End of Meeting:</b>			<b>\$13,773.94*</b>

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

- IV. **Water System Update** – Water system and billing reports were not available (too early in the month).
  - 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 other invoices have been received and no update has been provided. The consensus is to close out the grant. The Board reviewed and signed the completion report to close out the grant. This item will be removed from the agenda.
  - b. Flushing hydrant (Paul Schlosser, 5260 Force Road, concerns) – Written estimate received from Water Guy on 4/8/25. Project on hold for now. Gary Bissonette will contact Stefanie Brown at Water Guy and ask them to refresh their quote for the project.
    - a) Insurance quotes were reviewed.
      - 1) Hanover Insurance Company – Marine Division (reviewed at last meeting) \$3,084
      - 2) Monoline Inland Marine - (received after the last meeting) \$2,500 – After discussion, the consensus is to go ahead and get this insurance in place. Gary Bissonette moved to accept the insurance quote from Monoline Inland Marine for \$2,500 a year. Albert Hernandez seconded. Motion carried unanimously. Gary Bissonette moved to pay the invoice for the insurance when

it comes in rather than wait until the next meeting. Albert Hernandez seconded. Motion carried unanimously.

- 3) Glatfelter Public Entities is an option that some other special districts use, but the insurance agent wasn't willing to find any other quotes at this time.

**V. Unfinished Business**

- a. Weed Spraying / Thistle Beetles – No update.
- b. Visionary Agreement / Discussions on requesting compensation (for electricity) – No update.
- c. Letter to homeowner regarding covenants / 4501 Stone Gate – Mailed July 1, 2025 – It looks like the property owner's place looks much better. This item will be removed from the agenda.

**VI. New Business**

- a. The Board reviewed and signed the Local Government Annual Report Summary for fiscal year ending 6/30/25 that will be submitted to the Department of Audit along with the Proof of Cash completed by Helenanne Cathey.

Albert Hernandez moved to adjourn. Gary Bissonette seconded. The meeting was adjourned at 6:11 p.m.

**Next Meeting: Monday, November 3, 2025, 5:30 p.m.**

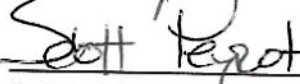
**MEETINGS ARE HELD AT THE OFFICE OF CATHEY CONSULTING AT 400 SOUTH GILLETTE AVENUE, SUITE 106, GILLETTE, WYOMING (K<sup>2</sup> TECHNOLOGIES BUILDING – USE ENTRANCE ON 4<sup>TH</sup> STREET).**

Respectfully submitted,  
Helenanne Cathey, Assistant to the Board

Minutes Approval:

  
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Signature

  
\_\_\_\_\_

Printed Name

11-3-25  
\_\_\_\_\_

Date

  
\_\_\_\_\_

Signature

  
\_\_\_\_\_

Printed Name

11/3/25  
\_\_\_\_\_

Date

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