

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

Tuesday, January 27, 2026, 3:00 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 3:03 p.m.

- I. **Minutes Approval** – Mark Robin moved to approve the November 25, 2025, regular meeting minutes as presented. Char Mashak seconded. Motion carried by unanimous consent.
- 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 by unanimous consent.

Checking Account Balance at the end of the last meeting:	\$20,938.41
12/10/25 Deposit – Assessments	\$4,102.22
01/10/26 Deposit – Assessments	\$4,519.91
Checking Account Balance Prior to Meeting:	\$29,560.54

BILLS PAID AT CURRENT MEETING:

<u>Ck#</u>	<u>Vendor</u>	<u>Purpose</u>	<u>Amount</u>
1604	Cathey Consulting, LLC	Inv. 8434 – Nov Adm./Books \$236.00	\$472.00
		Inv. 8479 – dec. Adm./Books \$236.00	
1605	Gillette News-Record	Director election legal ad	\$119.96
TOTAL:			\$591.96

Bank Balance After Bills: **\$28,968.58**
Receivables Balance: \$11,890.00 (Assessments)

- III. **Unfinished Business**
 - a. Road Work / Road Project – Mark Robin received a quote from Melgaard for the following road work. Char Mashak and David Hanson will work on getting one or two more quotes and then a grant application will be submitted to the County. There was discussion on the roads.
 - 1) Put rock on Rustic Hills Road East. (1,735 feet)
 - 2) Raise the first 220 feet of Barefoot. There is a gas line that is really shallow and phone lines that are really shallow so they can’t blade it. If it is built up and a crown added, it will drain right, and it can be bladed.
 - 3) April Way – The last 1,800 feet of it gets real sloppy and needs rock.
 - 4) The last 1,500 feet of Rustic Hills Road – recommending pulling the rock from the sides onto the road, blading it and putting rock on top.
 - 5) Rustic Hills Road West – Melgaard recommends finishing what they started last year – the last 2,500 feet – it gets pretty sloppy.

- IV. **New Business**
 - a. None

- V. **Next meeting: Tuesday, March 24, 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 4th Street across from Arrow Printing).**

Meetings are generally held the fourth Tuesday of every other month (odd months – January, March, May, July, September, November)

2026 Meetings:

Tues., Mar. 24, 2026, 3:00 p.m. / Tues., May 26, 2026, 3:00 p.m.

Tues., July 28, 2026, 3:00 p.m. / Tues., Sept. 22, 2026, 3:00 p.m. / Tues., Nov. 24, 2026, 3:00 p.m.

VI. Adjourn – Mark Robin adjourned the meeting at 3:16 p.m.

Respectfully Submitted,
Helenanne Cathey, Assistant to the Board

Mark Robin
Signature

Mark Robin
Printed Name

3-24-26
Date

Charlene Mashak
Signature

Charlene Mashak
Printed Name

3-24-26
Date

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