

**ROCK ROAD IMPROVEMENT & SERVICE DISTRICT  
REGULAR MEETING  
MINUTES  
Monday, February 22, 2021, 4:00 p.m.  
400 South Gillette Avenue, Suite 106 (Office of Cathey Consulting, LLC)**

**BOARD MEMBERS PRESENT:** Beth Norton, Doug Norton, Eric Norton  
**OTHERS PRESENT:** Helenanne Cathey

Doug Norton called the meeting to order at 4:00 p.m.

**I. Minutes Approval**

Beth Norton moved to approve the minutes for the November 23, 2020, regular meeting as written. Eric Norton seconded. Motion carried unanimously.

**II. Treasurer's Report Acceptance**

The bills were reviewed. Eric Norton moved to accept the Treasurer's Report and pay the bills as presented. Beth Norton seconded. Motion carried unanimously.

Bank Balance End of Last Meeting:		\$3,323.60
Fees for online payment 12/1/20-12/31/20	\$4.56	
Deposits 12/1/20 – 12/31/20	\$317.50	
12/14/20 Deposit – Assessments	\$2,687.50	
12/16/20 City of Gillette – Bill 1155063 - Water 11/2-12/1/20 39,000 gal.	\$156.39	
Fees for online payments 1/1/21 – 1/31/21	\$4.91	
Deposits 1/1/21 – 1/31/21	\$146.00	
01/19/21 City of Gillette – Bill 1171863 - Water 12/1/20-1/4/21 42,000 gal.	\$165.42	
Fees for online payments 2/1/21 – 2/17/21	\$12.98	
Deposits 2/1/21 – 2/17/21	\$413.50	
Bank Balance Prior to Meeting:		\$6,543.84
<b>Bills Paid At Meeting:</b>		
Ck# 1083 Cathey Consulting	Inv. 5774 – Nov. Adm./Books/Post. \$210.00 Inv. 5822 – Dec. Adm./Books/Post. \$210.00 Inv. 5863 – Jan. Adm./Books/Post. \$210.00	\$630.00
AUTO City of Gillette	Bill 1188572 – 1/4-2/1 Water 39,000 gal.	\$156.39
Ck# 1084 Norton Construction	Loan pmt. for repairs in 7/1/20 – 6/20/21	\$2,803.00
Total Bills Paid		\$3,589.39
<b>Bank Balance After Regular bills:</b>		<b>\$2,954.45</b>
<b>Receivables Balance:</b>	\$3,225.00	
<b>Loans (Payables) Balance:</b>	\$24,493.29 - \$2,803 payment approved under new business = \$21,690.29 balance	

**III. Water System Update** – The water system usage and billing were reviewed.

**IV. Unfinished Business**

a. None

**V. New Business**

a. The budget for the next fiscal year was discussed. The District has the funds to pay for the repairs that were done this fiscal year. More than \$8,000 has been carried over each year for the past two years and is anticipated the end of this fiscal year, and the District could have paid for the repairs done earlier this fiscal year out of that money. Beth Norton moved to pay \$2,803 to Norton Construction to repay the loan amount approved at the last meeting for the repairs that were done this current fiscal year. Eric Norton seconded. Motion carried unanimously.

**VI. Next meeting: Monday, April 12, 2021, 4:00 p.m. – Regular Meeting at the office of Cathey Consulting.**

**Adjourn** – Doug Norton adjourned the meeting at 4:10 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,  
Helianne Cathey, Assistant to the Board

---

Doug Norton, President / Date

---

Eric Norton, Vice President / Date

---

Beth Norton, Secretary/Treasurer / Date