

ROCK ROAD IMPROVEMENT & SERVICE DISTRICT
REGULAR MEETING MINUTES
Wednesday, November 28, 2018, 5:00 p.m.
400 South Gillette Avenue, Suite 106 (Office of Cathey Consulting, LLC)

BOARD MEMBERS PRESENT: Beth Norton, Doug Norton, Eric Norton
OTHERS PRESENT: Helennane Cathey

Doug Norton called the meeting to order at 4:30 p.m.

I. Minutes Approval

Beth Norton moved to approve the minutes for the September 12, 2018, regular meeting as written. Eric Norton seconded. Motion carried unanimously.

II. Treasurer's Report Acceptance

The bills were reviewed and discussed. Doug 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: | | \$4,886.82 |
| 09/11/18 | Fee for online payment | \$3.16 |
| Adjusted Balance Forward: | | \$4,883.66 |
| 09/14/18 | Fee for online payment | \$1.39 |
| 09/15/18 | Deposit – Water | \$31.06 |
| 09/15/18 | Fee for online payment | \$1.48 |
| 09/17/18 | Deposit – Water | \$33.59 |
| 09/20/18 | Deposit – Water | \$1,046.63 |
| 09/26/18 | Deposit – Water | \$61.64 |
| 10/08/18 | Fee for online payment | \$2.21 |
| 10/09/18 | Deposit – County Grant | \$4,000.00 |
| 10/09/18 | Deposit – Water | \$54.66 |
| 10/11/18 | Fee for online payment | \$0.95 |
| 10/12/18 | Deposit – Water | \$18.54 |
| 10/15/18 | City of Gillette – Bill 735342 – Water 9/4-10/1 (315 to 379 / 64,000 gal) | \$231.64 |
| 10/19/18 | Deposit – Water | \$21.07 |
| 11/06/18 | Deposit – Water | \$33.59 |
| 11/07/18 | Fee for online payment | \$1.16 |
| 11/08/18 | Deposit – Water | \$24.56 |
| 11/09/18 | Deposit – Assessments | \$537.50 |
| 11/12/18 | Fee for online payment | \$0.74 |
| 11/13/18 | Deposit – Water | \$12.52 |
| 11/19/18 | City of Gillette – Bill 717371 – Water 10/1-11/1 (379 to 421 / 42,000 gal.) | \$165.42 |
| 11/20/18 | Deposit – Water | \$64.17 |
| 11/21/18 | Deposit – Water | \$40.09 |
| Bank Balance Prior to Current Meeting: | | \$10,458.29 |
| Bills Paid At Meeting: | | |
| Ck# 1060 | Cathey Consulting | \$491.21 |
| | Inv. 4585 – Easements filed/copied | \$64.00 |
| | Inv. 4611 – Sep. Adm./Books/Post. | \$214.71 |
| | Inv. 4666 – Oct. Adm./Books/Post. | \$212.50 |
| Total Bills Paid | | \$491.21 |
| Bank Balance After Regular bills: | | \$9,967.08 |
| Net Receivables Balance: | | \$5,050.44 |

Doug Norton moved to pay Norton Construction \$6,000 on the loan. Eric Norton seconded. Motion carried unanimously.

Loans (Payables) Due: \$36,950.00 - \$6,000 paid today = \$30,950 balance

| | | | |
|--|---------------------|--------------|-------------------|
| Ck# 1061 | Norton Construction | Loan payment | \$6,000.00 |
| Bank Balance at End of Meeting: | | | \$3,967.08 |

III. Water System Update – The water system usage was reviewed.

IV. Unfinished Business

a. None

V. New Business

a. Officer Elections – Beth Norton moved to keep the same slate of officers for the next year (Doug Norton, President / Eric Norton, Vice President / Beth Norton, Secretary/Treasurer). Eric Norton seconded. Motion carried unanimously.

VI. Next meeting date / time – The next meeting is scheduled for Wednesday, January 23, 2019, at 4:30 p.m. at the office of Cathey Consulting (address listed below).

VII. Adjourn

Doug Norton moved to adjourn. Beth Norton seconded. The meeting adjourned at 4:38 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

Doug Norton, President / Date

Eric Norton, Vice President / Date

Beth Norton, Secretary/Treasurer / Date