

**ROCK ROAD IMPROVEMENT & SERVICE DISTRICT
REGULAR MEETING
MINUTES
Tuesday, November 29, 2022, 4:00 p.m.
400 South Gillette Avenue, Suite 106 (Office of Cathey Consulting, LLC)**

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

Doug Norton called the meeting to order at 4:01 p.m.

I. Minutes Approval

Eric Norton moved to approve the minutes for the September 1, 2022, regular meeting as written. Beth Norton seconded. Motion carried unanimously.

II. Treasurer’s Report Acceptance

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

Bank Balance End of Last Meeting:		\$926.72
Deposit 9/1/22	\$123.36	
Fee for online payment 9/1/22		\$4.62
Adjusted Balance Forward		\$1,045.46
Deposits 9/1-9/30/22	\$881.89	
Fees for online payments 9/1-9/30/22		\$14.08
09/20/22 City of Gillette – Bill 1510710	\$588.84	
Water 8/2-9/1/22 176,000 gal.		
Deposits 10/1-10/31/22	\$618.43	
Fees for online payments 10/1-10/31/22		\$8.50
10/19/22 City of Gillette – Bill 1527440 -	\$539.40	
Water 9/1-10/4/22 160,000 gal.		
Deposits 11/1-11/28/22	\$201.13	
Fees for online payments 11/1-11/28/22		\$4.81
Deposit – Assessments 11/09/22	\$537.50	
11/17/22 City of Gillette – Bill 1544472		\$177.87
Water 10/4-11/2/22 43,000 gal.		
Bank Balance Prior to Meeting:		\$1,950.91
Bills Paid At Meeting:		
Ck# 1103 Cathey Consulting	Inv. 6745 – Sep. Adm./Books/Post. \$210.00	\$420.00
	Inv. 6800 – Oct. Adm./Books/Post. \$210.00	
Total Bills Paid		\$420.00
Bank Balance After Regular bills:		\$1,530.91

Receivables Balance: \$6,732.28

Assessments: \$5,912.50

Water Billing:

- 1) \$773.60 – 100 Rock Road is 5 months past due – The owner of the property has been contacted by Board members, and statements and invoices are sent monthly. The owner has not responded to any of the notices of delinquency. The last payment on the account was May 4, 2022
- 2) \$46.18 – 1 customer owed for 2 months, but the two outstanding invoices were paid today through online bill pay so the account is now current.

III. Water System Update – The water system usage and billing were available for review.

IV. Unfinished Business

a. None

V. New Business

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

VI. Next meeting: Tuesday, February 21, 2023, 4:00 p.m. – Regular Meeting at the office of Cathey Consulting.

Adjourn – Doug Norton moved to adjourn. Beth Norton seconded. The meeting adjourned at 4:09 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