

ROCK ROAD IMPROVEMENT & SERVICE DISTRICT
REGULAR MEETING MINUTES
Thursday, November 3, 2016, 7:00 p.m.
400 South Gillette Avenue, Suite 106 (Office of Cathey Consulting, LLC)

BOARD MEMBERS PRESENT: Doug Norton, Beth Norton
BOARD MEMBERS APPROVED ABSENT: Nicholas Sharkey
OTHERS PRESENT: Helenanne Cathey, Stacie Ludwar, Jenni & Tom Miller

Doug Norton called the meeting to order at 7:00 p.m.

I. Minutes Approval

Doug Norton moved to approve the minutes for the September 29, 2016, regular meeting as written. Beth Norton seconded. Motion carried unanimously.

II. Treasurer's Report Acceptance

Doug Norton moved to accept the Treasurer's Report as presented. Beth Norton seconded. Motion carried unanimously.

Bank Balance End of Last Meeting: \$143.73

Bank Balance Prior to Current Meeting: \$143.73

The following bills will be paid after some assessments are received:

Cathey Consulting, LLC	Inv. 3496 – July Admin./bks/postage \$150
	Inv. 3541 – August Admin./bks/postage \$150
	Inv. 3585 – Sept. Admin./bks/postage \$150
	Inv. 3638 – Oct. Admin./bks/postage \$150

Bank Balance End of Meeting: \$143.73

Receivables Due by the end of the Fiscal Year: \$6,450 (assessments)

III. Unfinished Business

a. Water / Regional Connection / State Funding

- 1) **City / Timeline for Regional Connection** – The City will connect Rock Road ISD at the existing building by spring, 2017. Doug Norton reported that he and Beth talked to Levi Jensen at the City. Their construction budget has been approved by the State. They will do everything inside of the building and put a tap about 5' outside of the building, which is where the District needs to connect. Next week, he is going to a meeting in Casper with the state for final approval for the funding. One of the Board members will also go to the meeting in Casper.
- 2) **DOWL Agreement for Engineering Services** – At the September meeting, it was approved to move ahead with the design once Doug Norton has talked to DOWL and clarified what exactly needs to be done. Doug Norton will be meeting with DOWL to get this started.
- 3) **County Grant Application** – County grant approved on 2/16/16 for \$2,607 (33% of \$7,900) for DOWL engineering design.
 - Pay Req. 1 – DOWL Inv. 5328.26670.01-2 (5/1-5/28/16) \$420 = \$138.60 Pay Req.
 - Amount remaining: \$2,468.40

IV. New Business

a. No new business.

V. Next meeting date / time

The next meeting is scheduled for Tuesday, January 3, 2017, 7:00 p.m. at the office of Cathey Consulting (address listed below).

VI. Adjourn

Doug Norton adjourned the meeting at 7:14 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

Nicholas Sharkey, Vice President / Date

Beth Norton, Secretary/Treasurer / Date