

**ROCK ROAD IMPROVEMENT & SERVICE DISTRICT  
REGULAR MEETING  
MINUTES  
Tuesday, October 10, 2023, 10:00 a.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 10:00 a.m.

**I. Minutes Approval**

Beth Norton moved to approve the minutes for the July 11, 2023, budget hearing and regular meeting as written. Eric Norton seconded. Motion carried unanimously.

**II. Treasurer’s Report Acceptance**

The bills were reviewed. Doug Norton moved to accept the Treasurer’s Report and pay the bills as presented. Beth Norton seconded. There were some problems with a valve and an electrical issue and transformer replacement this past month. The bills are listed below. Motion carried unanimously.

Bank Balance End of Last Meeting:		\$1,390.20
Deposits 7/11-7/31/23	\$594.92	
Deposits 8/1-8/31/23	\$595.89	
Fees for online payments 8/1-8/31/23	\$5.27	
08/18/23 City of Gillette – Bill	\$517.77	
Water 7/5-8/4/23 153,000 gal.		
Deposits 9/1-9/30/23	\$667.95	
Fees for online payments 9/1-9/30/23	\$5.67	
09/19/23 City of Gillette – Bill	\$598.11	
Water 8/4-9/5/23 179,000 gal.		
Deposits 10/1-10/9/23	\$121.33	
Fees for online payments 10/1-10/9/23	\$4.55	
Deposit / Loan / Norton	\$3,000.00 (for water system repairs)	
Assessments Deposit 10/10/23	\$537.50	
Bank Balance Prior to Meeting:		\$5,776.42
Bills Paid At Meeting:		
Ck# 1112 Cathey Consulting	Inv. 7182 – July Adm./Books/Post. \$215.00	\$650.00
	Inv. 7224 – Aug. Adm./Books/Post. \$215.00	
	Inv. 7264 – Sep. Adm./Books/Post. \$220.00	
AUTO City of Gillette – Bill 1731887 – Water 9/5-10/3/23 90,000 gallons		\$323.10
Ck# 1113 Continental Electric & Power	Inv. 8561 – Well repairs/voltage checks/shut off valve not closing \$172.50	\$2,737.50
	Inv. 8568 – Well repairs/pump house had no power / replaced transformer \$2,565.00	
Ck# 1114 Powder River Heating & Air Conditioning	Inv. SRVCE 172264 – 1” solenoid valve replaced	\$538.60
Total Bills Paid		\$4,249.20
<b>Bank Balance After Regular bills:</b>		<b>\$1,527.22</b>

**Receivables Balance: \$7,127.73 / Assessments \$5,912.50 / Water Billing \$1,215.23. There are a couple of past due accounts.**

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

**IV. Unfinished Business**

- a. Director election – November 7, 2023 – Doug Norton – 4 year term – The ballot was reviewed and will be mailed between October 13<sup>th</sup> and 23<sup>rd</sup>. The following legal ad will run on October 24, 2023, in the News-Record.

NOTICE OF DIRECTOR ELECTION  
 ROCK ROAD IMPROVEMENT & SERVICE DISTRICT  
 CAMPBELL COUNTY, WYOMING

Public Notice is hereby given that ballots have been mailed to all qualified electors / landowners within the Rock Road Improvement & Service District for the purpose of electing one director for a four (4) year term. Candidates include Douglas Norton. Replacement ballots may be obtained from Cathey Consulting, LLC at 400 South Gillette Avenue, Suite 106, Gillette, Wyoming, or by calling Helenanne Cathey at 307-685-8235. An “Elector Affidavit” form will need to be completed in order to receive a replacement ballot. All mail ballots must be received by Rock Road Improvement & Service District by mail at P.O. Box 471, Gillette, Wyoming, 82717, by 5:00 p.m. on Tuesday, November 7, 2023, or at Cathey Consulting by 5:00 p.m. on Tuesday, November 7, 2023, to be valid. A polling place will be available at Cathey Consulting, 400 South Gillette Avenue, Suite 106, Gillette, on Tuesday, November 7, 2023, between 9:00 a.m. and 2:00 p.m.

Beth Norton, Secretary/Treasurer / Filing Officer  
 Rock Road Improvement & Service District

Ballots will be canvassed on Monday, November 13<sup>th</sup> at 11:30 a.m. at the office of Cathey Consulting by Beth Norton, Eric Norton and Helenanne Cathey.

**V. New Business**

- a. None

**VI. Next meeting: Tuesday, January 2, 2024, 2:00 p.m. – Regular meeting at the office of Cathey Consulting.**

**Adjourn** – Doug Norton moved to adjourn. Eric Norton seconded. The meeting was adjourned at 10:08 a.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,  
 Helenanne Cathey, Assistant to the Board

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Doug Norton, President / Date

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Eric Norton, Vice President / Date

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Beth Norton, Secretary/Treasurer / Date