

**ROCK ROAD IMPROVEMENT & SERVICE DISTRICT  
REGULAR MEETING  
MINUTES  
Tuesday, October 22, 2024, 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** – Eric Norton moved to approve the minutes for the July 2, 2024, budget hearing and 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:		\$540.06
07/16/24	City of Gillette – Bill #1887056	\$502.32	
	Water 6/4-7/2/24 148,000 gal.		
	Water Deposits 7/1-7/31/24	\$380.90	
	Water Deposits 8/1-8/31/24	\$1,989.21	
	Fees for online payments 8/1-8/31/24:	\$14.17	
08/19/24	City of Gillette – Bill #1904434	\$798.96	
	Water 7/2-8/2/24 244,000 gal.		
	Water Deposits 9/1-9/30/24	\$760.98	
	Fees for online payments 9/1-9/30/24	\$5.74	
09/19/24	City of Gillette – Bill #1921870	\$564.12	
	Water 8/2-9/4/24 168,000 gal.		
	Water Deposits 10/1-10/21/24:	\$963.66	
	Fees for online payments 10/1-10/21/24	\$11.85	
	Bank Balance Prior to Meeting:		\$2,737.65
<b>Bills Paid At Meeting:</b>			
Ck# 1124	Cathey Consulting	Inv. 7698 – July Adm./Books/Post. \$220.00	\$660.00
		Inv. 7737 – Aug. Adm./Books/Post. \$220.00	
		Inv. 7779 – Sep. Adm./Books/Post. \$220.00	
AUTO	City of Gillette	Bill 1939213 Water 9/4-10/2/24	\$604.29
		181,000 gallons	
	Total Bills Paid		\$1,264.29
	<b>Bank Balance After Regular bills:</b>		<b>\$1,473.36</b>
<b>Receivables Balance: \$7,990.23 / Assessments \$6,450.00 / Water Billing \$1540.23. There is one account that owes for more than a year.</b>			

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

**IV. Unfinished Business**

- i. An e-mail was received from EPA stating that Rock Road ISD is not a public water system so the District is not required to have a Certified Water Operator and does not have to conduct water testing like public water systems do.

**V. New Business**


- i. There was discussion on putting up a new water well building.
- ii. Doug Norton moved to file a lien against 100 Rock Road. Eric Norton seconded. Motion carried unanimously.

**Next meeting: Tuesday, January 7, 2025, 4:00 p.m. Regular Meeting at the office of Cathey Consulting.**

Adjourn – Doug Norton moved to adjourn. Eric Norton seconded. The meeting was adjourned at 4:11 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,  
Helenanne Cathey, Assistant to the Board

 Vice

Signature

Eric Norton

Printed Name

1/7/25

Date



Signature

Beth Norton

Printed Name

1-7-25

Date

Doug Norton, President / Eric Norton, Vice President / Beth Norton, Secretary/Treasurer