

**ROCK ROAD IMPROVEMENT & SERVICE DISTRICT
REGULAR MEETING MINUTES
Thursday, September 29, 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, Jenni Miller, Leah Norton, Stacie Ludwar, Eric Norton

Doug Norton called the meeting to order at 7:03 p.m.

I. Minutes Approval

Doug Norton moved to approve the minutes for the July 11, 2016, regular meeting and budget hearing as written. Beth Norton seconded. Motion carried unanimously.

II. Treasurer's Report Acceptance

Doug Norton moved to accept the Treasurer's Report and pay bills after some assessments are received. Beth Norton seconded. Motion carried unanimously. Doug Norton signed a direct deposit authorization for the County to direct deposit assessments into the District's checking account.

Bank Balance End of Last Meeting:		\$5.13
08/09/16	Deposit – County Grant	\$138.60
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

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** – Doug Norton reported that he talked to Levi Jensen at the City. Levi Jensen is working on getting the tap ready for the District at the existing building. Everything should be done next spring, so the District can start the design to get the water into the District's system next year. Beth Norton moved to authorize moving ahead with the design once Doug Norton has talked to DOWL and clarified what exactly needs to be done. Doug Norton seconded. Motion carried unanimously.
- 2) **DOWL** – Doug Norton will talk to DOWL and authorize moving forward if possible.
- 3) **County grant** – \$2,607 approved 2/16/16. No new pay requests.

IV. New Business

a. No new business.

V. Next meeting date / time

The next meeting is scheduled for Thursday, November 3, 2016, 7:00 p.m. at the office of Cathey Consulting (address listed below).

VI. Adjourn

Doug Norton moved to adjourn the meeting. Beth Norton seconded. The meeting adjourned at 7:15 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