

**ROCK ROAD IMPROVEMENT & SERVICE DISTRICT**  
**REGULAR MEETING MINUTES**  
**Tuesday, January 5, 2016, 7:15 p.m.**  
**400 South Gillette Avenue, Suite 106 (Office of Cathey Consulting, LLC)**

**BOARD MEMBERS PRESENT:** Doug Norton, Beth Norton, Nicholas Sharkey  
**OTHERS PRESENT:** Helenanne Cathey, Tad Rosenlund (DOWL), Eric Norton,  
Stacie Ludwar, Jacklyn Sharkey, Leah Norton, Jennifer Miller,  
Ryan Ludwar, Aaron Norton

President Doug Norton called the meeting to order at 7:20 p.m.

**I. Unfinished Business – Water**

Regional Connection

DOWL Engineering / Regional Connection – Amendment #1 for Engineering Services – Tad Rosenlund from DOWL was at the meeting to answer any questions. He reviewed the work that DOWL did and reviewed the recommendations to the District.

There was discussion on the size of the line and if 2” is adequate. Would 3” be better?

DOWL will probably be under contract with the City to do the design for the building on Oedekoven’s. The recommendation is that Rock Road ISD be included in the design of that building. That design will come under the City’s design. The Rock Road ISD will have a small amount of cost for the design. DOWL would also have some fees for designing the distribution system. None of that design was covered in the initial consultation services that were billed at this meeting. The amendment presented is for \$20,100 for design, construction administration, applications for funding from the state and County to cover costs.

There was discussion on the members of the District doing some of the work that would reduce some of the costs. The project cost estimates included the District members doing some of the work.

Beth Norton moved to pursue the startup grant with the County to see if they will give the District the \$7,500 as a new district to go to the state for grants and loans to assist in paying for the project. Nicholas Sharkey seconded. Motion carried unanimously.

Doug Norton moved to approve the Amendment No. 1 with DOWL for \$20,100 but to have them hold off on actually doing much work until the District knows whether or not the County will fund the \$7,500. Nicholas Sharkey seconded. Motion carried unanimously.

**II. Minutes Approval**

Beth Norton moved to approve the minutes for the December 16, 2015, regular meeting as written. Nicholas Sharkey seconded. Motion carried unanimously.

**III. Treasurer’s Report Acceptance**

The bills were discussed. Doug Norton moved to accept the Treasurer’s Report and pay bills as presented. Nicholas Sharkey seconded. Motion carried unanimously.

Bank Balance End of Last Meeting: \$3,486.92

Bank Balance Prior to Current Meeting: \$3,486.92

Bills Paid At Meeting:

Check #	Payee	Purpose	Amount
1009	Cathey Consulting, LLC	Inv. 3191 – Dec. Admin./books/postage	\$152.94
1010	DOWL	Inv. 5328-26670.01-1 engineering	\$2,498.75
Total Bills			\$2,651.69

**Bank Balance End of Meeting: \$835.23**

**Receivables Due by the end of the Fiscal Year: \$500.00**

**IV. Unfinished Business**

a. Roads – No update.

**V. New Business**

a. None

**VI. Next meeting date / time**

Tuesday, February 2, 2016, 7:15 p.m. at the office of Cathey Consulting (address listed below).

**VII. Adjourn**

Doug Norton adjourned the meeting at 8:19 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

---

Doug Norton, President / Date

---

Nicholas Sharkey, Vice President / Date

---

Beth Norton, Secretary/Treasurer / Date