

**ROCK ROAD IMPROVEMENT & SERVICE DISTRICT  
REGULAR MEETING  
MINUTES  
Tuesday, January 7, 2025, 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 4:08 p.m.

- I. Minutes Approval** – Beth Norton moved to approve the minutes for the October 22, 2024, regular meeting as written. Eric Norton seconded. Motion carried unanimously.
- II. Treasurer’s Report Acceptance** – The bills were reviewed. Eric Norton moved to accept the Treasurer’s Report and pay the bills as presented. Beth Norton seconded. Motion carried unanimously.

|   |  |                   |
|---|--|-------------------|
| Bank Balance End of Last Meeting:   |  | \$1,473.36        |
| Water Deposit 10/21/24  | \$32.09                                    |                   |
| Fee for online payment 10/21/24   | \$1.42                                     |                   |
| Adjusted Balance Forward:   |  | \$1,504.03        |
| 11/15/24 City of Gillette – Bill #1956703   | \$239.67                                   |                   |
| Water 10/2-11/5/24 63,000 gal.  |  |                   |
| Water Deposits 11/1-11/30/24  | \$275.70                                   |                   |
| Fees for online payments 11/1-11/30/24  | \$2.69                                     |                   |
| 11/10/24 Deposit – Assessments  | \$1,075.00                                 |                   |
| Water Deposits 12/1-12/31/24  | \$284.80                                   |                   |
| Fees for online payments 12/1-12/31/24:   | \$1.19                                     |                   |
| 12/10/24 Deposit – Assessments  | \$2,150.00                                 |                   |
| 12/17/24 City of Gillette – Bill #1974000   | \$143.88                                   |                   |
| Water 11/5-12/3/24 32,000 gal.  |  |                   |
| Bank Balance Prior to Meeting:  |  | \$4,902.10        |
| Bills Paid At Meeting:  |  |                   |
| Ck# 1125 Cathey Consulting  | Inv. 7838 – Oct. Adm./Books/Post. \$220.00 | \$660.00          |
|   | Inv. 7880 – Nov. Adm./Books/Post. \$220.00 |                   |
|   | Inv. 7923 – Dec. Adm./Books/Post. \$220.00 |                   |
| AUTO City of Gillette   | Bill 1991213 Water 12/3/24-1/2/25          | \$140.79          |
|   | 31,000 gallons                             |                   |
| Total Bills Paid  |  | \$800.79          |
| <b>Bank Balance After Regular bills:</b>  |  | <b>\$4,101.31</b> |
| <b>Receivables Balance: \$4,751.82 / Assessments \$3,225.00 / Water Billing \$1,526.82.</b> |  |                   |

A lien has been filed on 100 Rock Road which is more than a year past due. One other account owes for November. December readings will be billed today.

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

**IV. Unfinished Business**

i. None

**V. New Business**

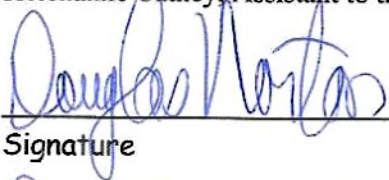
- i. Local Government Liability Pool / Directors & officers and general liability insurance (\$600 per year) – No action was taken at this time.
- ii. Annual election of officers – Doug Norton moved to keep the same slate of officers for the year (Doug Norton, President / Eric Norton, Vice President / Beth Norton, Secretary/Treasurer). Beth Norton seconded. Motion carried unanimously.

Next meeting: Wednesday, March 19, 2025, 4:00 p.m. Regular Meeting at the office of Cathey Consulting.

Adjourn – Doug Norton adjourned the meeting at 4:15 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

  
\_\_\_\_\_  
Signature

DOUGLAS NORTON  
\_\_\_\_\_  
Printed Name

19 MARCH 2025  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Signature

Beth Norton  
\_\_\_\_\_  
Printed Name

March 19 '25  
\_\_\_\_\_  
Date

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