

**ROCK ROAD IMPROVEMENT & SERVICE DISTRICT
REGULAR MEETING
MINUTES
Wednesday, September 17, 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, Nicholas Fraser, Amy Fraser

Doug Norton called the meeting to order at 4:08 p.m.

- I. Minutes Approval** – Beth Norton moved to approve the minutes for the June 18, 2025, budget hearing and 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:		\$6,310.79
Water Deposits 6/19-6/30/25	\$1,562.25	
Fees for online payments 7/1-7/31/25		\$16.87
Water Deposits 7/1-7/31/25	\$1,073.69	
07/15/25 City of Gillette – Bill #2094895		\$267.48
Water 6/3-7/2/25 72,000 gal.		
Fees for online payments 8/1-8/31/25		\$7.87
Water Deposits 8/1-8/31/25	\$492.48	
08/19/25 City of Gillette – Bill #2112644		\$335.46
Water 7/2-8/5/25 94,000 gal.		
Fees for online payments 9/1-9/17/25		\$6.76
Water Deposits 9/1-9/17/25	\$474.42	
Bank Balance Prior to Meeting:		\$9,279.19
09/10/25 Deposit	\$20.85	
09/10/25 Fee for online payment		\$1.03
Bank Balance Prior to Paying Bills:		\$9,299.01
Bills Paid At Meeting:		
Ck# 1130 Cathey Consulting	Inv. 8195 – June Adm./Books/Post. \$220.00	\$766.60
	Inv. 8209 – Legal ad for director election \$106.60	
	Inv. 8243 – July Adm./Books/Post. \$220.00	
	Inv. 8289 – August Adm./Books/Post. \$220.00	
AUTO City of Gillette	Bill 2130118 Water 8/5-9/3/25 78,000 gallons	\$286.02
Ck# 1131 Ryan & Stacie Ludwar	Annual Electricity payment (\$150 per lot)	\$750.00
Total Bills Paid		\$1,802.62
Ck# 1132 Norton Construction	Loan Balance Paid in Full	\$6,170.29
Bank Balance After all bills:		\$1,326.10
Receivables Balance: \$6,495.03 / Assessments \$6,450.00 / Water Billing \$45.03		

III. Water System Update – The water system usage and billing were available for review. There was discussion on re-siding the pump house building. The consensus is to apply for a County grant and re-side and insulate the building next year.

IV. Unfinished Business

- a. Director Election November 4, 2025 (B. Norton and E. Norton) – The ballot was reviewed and approved to be mailed between October 10th and October 20th, and the following legal ad will run in the Gillette News-Record on October 21, 2025:

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 two directors for four (4) year terms. Candidates include Eric Norton and Beth 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 4, 2025, or at Cathey Consulting by 5:00 p.m. on Tuesday, November 4, 2025, to be valid. A polling place will be available at Cathey Consulting, 400 South Gillette Avenue, Suite 106, Gillette, on Tuesday, November 4, 2025, between 9:00 a.m. and 2:00 p.m.

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

Nicholas Fraser, Amy Fraser, and Helenanne Cathey will canvass ballots on Thursday, November 6, 2025, at 5:00 p.m. at the office of Cathey Consulting.

V. New Business


- a. The Board reviewed and signed the Local Government Annual Report Summary for fiscal year ending 6/30/25.

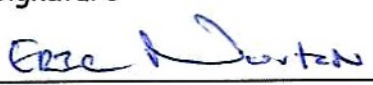
Next meeting: Wednesday, November 19, 2025, 4:00 p.m. Regular Meeting at the office of Cathey Consulting.

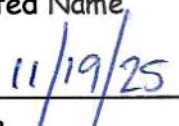
Adjourn – Doug Norton moved to adjourn. Beth Norton seconded. The meeting was adjourned at 4:20 p.m.

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

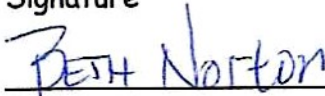


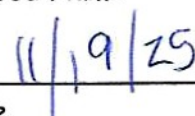
Signature


Printed Name


Date



Signature


Printed Name


Date

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