

**ROCK ROAD IMPROVEMENT & SERVICE DISTRICT
REGULAR MEETING
MINUTES
Wednesday, November 19, 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, Lori Hess, Amy Fraser, Nicholas Fraser

Doug Norton called the meeting to order at 4:05 p.m.

- I. Minutes Approval** – Beth Norton moved to approve the minutes for the September 17, 2025, regular meeting as written. Eric 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:		\$1,326.10
Water Deposits 9/17-9/30/25	\$45.03	
Fees for online payments 9/17-9/30/25	\$1.88	
Water Deposits 10/1-10/31/25	\$424.49	
10/16/25 City of Gillette – Bill 2147642	\$292.20	
Water 9/3-10/2/25 80,000 gal.		
Fees for online payments 10/1-10/31/25	\$8.56	
Water Deposits 11/1-11/19/25	\$127.48	
Assessments Deposit	\$2,687.50	
Fees for online payments 11/1-11/19/25	\$3.89	
Bank Balance Prior to Meeting:		\$4,304.07
Bills Paid At Meeting:		
Ck# 1133 Cathey Consulting	Inv. 8332 – Sept. Adm./Books/Post. \$220.00	\$515.20
	Inv. 8347 – Director election mailing \$75.20	
	Inv. 8388 – Oct. Adm./Books/Post. \$220.00	
AUTO City of Gillette	Bill 2164961 Water 10/2-11/4/25 32,000 gallons	\$143.88
Ck# 1134 Gillette News-Record	Inv. 50828 – Director election legal ad	\$110.70
Total Bills Paid		\$769.78
Bank Balance After all bills:		\$3,534.29
Receivables Balance: \$3,876.49 / Assessments \$3,762.50 / Water Billing \$113.99		

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

IV. Unfinished Business

- a. Director Election November 4, 2025 – Ballots were canvassed on 11/6/25 by Helenanne Cathey, Amy Fraser and Nick Fraser. Results:
 - Votes for two directors to serve 4-year terms:
 - Beth Norton – 4 votes
 - Eric Norton – 4 votes
 - Nick Fraser – 1 vote
 - Allen Hess – 1 vote
 - Beth Norton and Eric Norton completed the oath as required.
- b. Re-side and insulate the pumphouse building / apply for a County grant (need at least 2 bids) – There was discussion on the project. The County has to approve the grant application before starting on the project. The siding is about 15 years old. The Board will work on getting quotes. A grant application will be submitted to the County.

V. New Business

- a. Beth Norton moved to keep the same slate of officers for the next year (Doug Norton, President / Eric Norton, Vice President / Beth Norton, Secretary/Treasurer). Eric Norton seconded. Motion carried unanimously.
- b. There was discussion on road work and the dust on the roads. The County grant maximum is \$1,500 per lot in any five year period. Reimbursement rates are generally 25%, but you can get 33% reimbursement for roads that other subdivisions are using and 50% reimbursement for drainage improvements (one time only). The County has an incentive program to enlarge the District to include the lots that are driving on the District's roads and not being assessed. The additional lots could then be assessed, and the District would qualify for additional money through the County grant program.

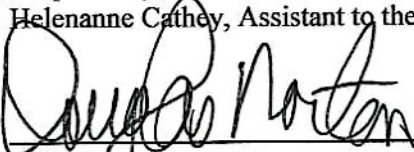
There was discussion on snow / drifting.

Next meeting: Wednesday, February 18, 2026, 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 4:36 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

DOUGLAS NORTON

Printed Name

FEB 17TH 2026

Date



Signature

Beth Norton

Printed Name

Feb. 17, 2026

Date

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