

**Powder River Conservation District
 Monthly Board Meeting
 March 13, 2018**

Supervisors Present:

Bill Jones
 Kevin Lund
 Dan Mahoney
 George Renkert
 Wade Curuchet

Others Present:

Anita Bartlett, District Manager
 Allison McKenzie, District Conservationist
 Charlie Bradshaw, Soil Conservationist, NRCS
 Linda Greenough, JC Commissioner

The regular board meeting was called to order by Board Chair Bill Jones at 6:31 p.m.
 Wade Curuchet moved to accept the minutes from the February 13, 2018 regular Board Meeting.
 Dan Mahoney Second. Motion Carried.

The Treasurer's Report was reviewed as follows:

Checking	\$ 387,368.77
Savings	\$ 403,592.54
Petty Cash	\$ 9.03
Liquid Liability Fund	\$ 21.43
Total	\$ 790,991.77

MARCH MONTHLY EXPENSES

<u>Check #</u>	<u>TO</u>	<u>Memo</u>	<u>Amount</u>
7293	Visa		\$ 533.65
7294	Blue Cross Blue Shield of WY	Insurance	\$ 677.94
7295	Wyoming.com	website	\$ 20.00
7296	Anita M Bartlett	mileage	\$ 130.82
7297	Anita M Bartlett	salary	\$ 1,458.99
7298	Joyce Black	janitorial	\$ 250.00
7299	Susan Anderson	rent	\$ 443.02
7300	Powder River Energy Corp	utilities	\$ 158.28
7301	Montana-Dakota-Utilities Co	utilities	\$ 63.12
7302	Kaycee General Store	school education	\$ 27.55
7303	Top Office Products	copy charge	\$ 58.28
7304	RT Communications	utilities	\$ 87.10
7305	Invasion		\$ 516.93
7306	Kaycee Area Chamber of Commerce	dues	\$ 75.00
7307	USPS	bulk permit fee	\$ 225.00
7308	WACD	Dental Insurance	\$ 69.00
7309	Town of Kaycee	utilities	\$ 59.10
7310	LGLP	Liability Insurance	\$ 500.00
7311	Anita M Bartlett	mileage	\$ 163.25
7312	Anita M Bartlett	salary	\$ 1,459.00
AP	IRS	Tax Deposit	\$ 865.78
	Grand Total		\$ 7,841.81

Dan Mahoney moved to approve the Treasurer's Report, reconciliation of the February Checking and Savings Account Statements and to accept payment of all bills, Wade Curuchet second. Motion Carried.

BUSINESS:

1. EWP Update

-Harold Jarrard Park

-Anita Bartlett stated that Barnum Inc. had begun work on the items that needed completed at HJP. By the end of the week they should be done with everything but fixing the soil lift, planting the trees, and installing the filter sock. These items will have to be done when the last of the ice is off the river.

-Anita Bartlett informed the board that there were issues with the soil lift below the pump house-the fabric was falling off the lift. The NRCS does not believe this is a construction issue but a design flaw. The District may need to purchase a roll or two of turf reinforcement matting (\$271.99/roll) to fix it. The NRCS is still working on the best way to fix this issue. As well, there is an erosion issue below where the water drains from the town streets. This may need some work done in the future. NRCS is looking into solutions to this issue as well.

-Anita Bartlett stated that she had ordered additional seedling to plant at HJP this spring. She also stated that the District needs to replace 6 large trees that were removed to complete the project. Her plan is to plant these large trees next year after a year of growth is on the current trees and seeding to see where they would best go in the new landscape.

2. Local Work Group Meeting

-Anita Bartlett and Allison McKenzie informed the Board that the LWG Meeting was tentatively set for Thursday, May 10th at 10 am in Buffalo. When the date is finalized invitations will be going out.

3. Tree Sales

-Anita Bartlett stated that only 2 people had ordered trees this year and instead of ordering them from Clifty View Nursery, she ordered them from the Clear Creek CD in Buffalo. This saves us a considerable amount in freight trying to get them to the district. We will need to go pick them up when the trees come in.

4. PLT/Flying Wild Workshop

-Anita Bartlett asked the board if she could attend the Project Learning Tree/Flying Wild Workshop in Gillette on Saturday, April 21st. The Flying Wild workshop training is the only one in the series Anita has not attended. George Renkert move to allow Anita Bartlett to attend the Project Learning Tree/Flying Wild Workshop in Gillette on Saturday, April 21st. Wade Curuchet seconded. Motion Carried.

5. Kaycee Schools Parent Night Presentation

-Anita Bartlett informed the board that she would be giving a presentation about the Conservation District and the services it offers at the Kaycee School Parent Night to be held on Thursday, March 22, 2018 at 5:30 pm. She told the Board they were welcome to come and participate with her.

6. Schedule Annual Employee Review

-Anita Bartlett stated that her annual review should be done next month. She asked the board if they wanted to do it next month as they typically want to hold the review on a board meeting night that they are all present for. The board stated that they all should be here next month and scheduled to hold the Annual Employee Review at the April Board meeting.

7. District Report

-The District Manager's Report was discussed.

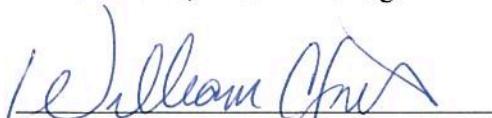
8. NRCS Field Office Report

-The NRCS Field Office Report was discussed.

The next regular Board Meeting was scheduled for Tuesday, April 10, 2018 at 6:30pm. George Renkert moved to adjourn the meeting, Dan Mahoney Second. Motion carried 7:38 pm.

Respectfully Submitted:


Anita M. Bartlett, District Manager


William Jones, Chair


Wade Curuchet, Secretary/Treasurer