

**Powder River Conservation District
 Monthly Board Meeting
 June 11, 2018**

Supervisors Present:

Bill Jones
 Kevin Lund
 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 6:37 p.m.

Kevin Lund moved to accept the minutes from the May 8, 2018 regular Board Meeting. Wade Curuchet Second. Motion Carried.

The Treasurer's Report was reviewed as follows:

Checking	\$ 481,864.05
Savings	\$ 403,694.28
Petty Cash	\$ 9.03
Liquid Liability Fund	\$ 21.51
Total	\$ 885,588.87

JUNE MONTHLY EXPENSES

<u>Check #</u>	<u>TO</u>	<u>Memo</u>	<u>Amount</u>
7358	Powder River Energy Corp	utilities	\$ 138.19
7359	Blue Cross Blue Shield of WY	Insurance	\$ 677.94
7360	Wyoming.com	website	\$ 20.00
7361	Anita M Bartlett	mileage	\$ 49.05
7362	Anita M Bartlett	salary	\$ 1,459.00
7363	Susan Anderson	rent	\$ 443.02
7364	Joyce Black	janitorial	\$ 250.00
7365	Visa		\$ 379.80
7366	Powder River Energy Corp	utilities	\$ 100.39
7367	RT Communications	utilities	\$ 86.52
7368	Kaycee General Store	meeting expenses	\$ 3.74
7369	Montana-Dakota Utilities Co	utilities	\$ 26.02
7370	Top Office Products	copy charge	\$ 58.28
		Water usage-Hibbard Stock	
7371	Town of Kaycee	Rest	\$ 32.59
7372	L&L Oilfield Service	EWP	\$ 885.50
7373	Campbell County CD	MOU/Camp Registrations	\$ 945.00
7374	Popo Agie Conservation District	WyRED Registrations	\$ 450.00
7375	Lincoln Financial	3Q Life Insurance	\$ 10.13
7376	Anita M Bartlett	mileage	\$ 179.85
7377	WACD	legal fund	\$ 500.00
7378	Anita M Bartlett	salary	\$ 1,459.00
AP	IRS	Tax Deposit	\$ 865.78
	Grand Total		\$ 9,019.80

Wade Curuchet moved to approve the Treasurer's Report, reconciliation of the April & May Savings Account Statement, the May Checking Account Statement, and to accept payment of all bills, Kevin Lund second. Motion Carried.

BUSINESS:

1. EWP Update

-Harold Jarrard Park

-Anita Bartlett stated that the School District had contacted her to let the District know that their pump was not working. Anita & Allison McKenzie had the engineers come look at the pump and they feel that the pump is now set too far and at too high of an elevation to work correctly. The Engineers have recommended putting in a temporary pump to get the school water. As a permanent fix they have recommended the CD install a sump pump station and place the school pump in that station. As well, the engineers do not feel that the vacuum pump on the school pump is working correctly and have recommended that the school have someone out to check their pump and have a foot valve installed on the end of their suction line.

-Wade Curuchet moved to rent a temporary pump from Rocky Mountain Equipment & Rental out of Buffalo, WY to get the school by until a permanent solution can be done to solve this issue. Kevin Lund Second. Motion Carried.

-Kevin Lund moved to purchase a concrete sump pump form from the lowest priced company. The installation for the concrete sump pump form will be bid out. Wade Curuchet second. Motion Carried.

2. Watershed & Flood Protection Program

-Anita Bartlett informed the board that she had been working with Allison McKenzie and Chuck Schmitt to complete the Kaycee Flood Protection Application and hopes to have it completed in the next two weeks. The sponsors (the District and Town of Kaycee) will be responsible for covering approximately \$126,883 of the cost which is estimated to be \$1,923,422.00. The breakdown for the sponsors cost is: Construction: \$4,635, Work on the Highway Bridge: \$11,870, and Non-Structural Cost (Easements, relocation of utilities and outbuildings): \$110,388.

3. Cost Share Applications

-Anita Bartlett stated that Bob Harlan would like to request a 3 month extension on his pipeline cost share project on the off chance he does not finish by the July 14, 2018 deadline. He stated the reason he is behind schedule is that he had to stop construction due to the Sage Grouse brooding season. Wade Curuchet moved to give Bob Harlan a 3-month extension on this pipeline cost share project. Kevin Lund Second. Motion Carried.

4. Employment Agreement

-Anita Bartlett presented the updated employment agreement that is adjusted for the raise that was given to the District Manager at the April Board Meeting. The Employment Agreement will be effective July 1, 2018 with the new fiscal year. Kevin Lund moved to accept the Employment Agreement as presented. Wade Curuchet second. Motion Carried.

5. Transfer Funds

-Anita Bartlett stated that funds needed to be transferred back to the District's Savings account in the amount of \$301,306.00. These are the funds that were transferred into the Checking account last fall to cover the cost incurred during the HJP EWP project while the district awaited reimbursement from the NRCS. Since this project is complete these funds need to be returned to the Savings Account. Kevin Lund moved to transfer \$301,306.00 from the District's Checking Account back into the District's Savings Account. Wade Curuchet Second. Motion Carried.

6. District Report

-The District Manager's Report was discussed.

7. NRCS Field Office Report

-The NRCS Field Office Report was discussed.

The next regular Board Meeting was scheduled for Tuesday, July 10, 2018 at 6:30pm. Kevin Lund moved to adjourn the meeting, Wade Curuchet Second. Motion carried 8:08 pm.

Respectfully Submitted:


Anita M. Bartlett, District Manager


William Jones, Chair


Wade Curuchet, Secretary/Treasurer