

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

Supervisors Present:

Dan Mahoney
 George Renkert
 Wade Curuchet
 Bill Jones

Others Present:

Anita Bartlett, District Manager
 Linda Greenough, JC Commissioner
 Allison McKenzie, District Conservationist
 John Heyneman-Plank Stewardship Initiative

The regular board meeting was called to order by Board Chair Bill Jones at 6:30 p.m.

Dan Mahoney moved to accept the minutes from the November 6, 2018 regular Board Meeting.
 Wade Curuchet Second. Motion Carried.

The Treasurer's Report was reviewed as follows:

Checking	\$ 142,080.24
Savings	\$ 705,960.92
Petty Cash	\$ 5.05
Liquid Liability Fund	\$ <u>21.71</u>
Total	\$ 848,067.92

NOVEMBER MONTHLY EXPENSES

<u>Check #</u>	<u>TO</u>	<u>Memo</u>	<u>Amount</u>
7467	WACD	Convention Registration	\$ 470.00
7468	Blue Cross Blue Shield of WY	Insurance	\$ 705.06
7469	Powder River Energy Corp	Utilities	\$ 95.01
7470	Wyoming.com	website	\$ 20.00
7471	Anita M Bartlett	mileage	\$ 212.30
7472	Anita M Bartlett	salary	\$ 1,592.90
7473	Images of the West	Auction Item	\$ 200.00
7474	Montana-Dakota Utilities Co	Utilities	\$ 35.88
7475	Visa		\$ 57.96
7476	Town of Kaycee	Utilities/Stock rest	\$ 452.65
7477	RT Communications	Utilities	\$ 87.41
7478	Top Office Products	copy charge	\$ 58.28
7479	Susan Anderson	rent	\$ 443.02
7480	Joyce Black	janitorial	\$ 250.00
7481	Cloud Peak Accounting	Audit	\$ 1,000.00
7482	Energy Laboratories	water test	\$ 233.00
7483	WACD	Nov/Dec Dental Insurance	\$ 65.90
7484	Anita M Bartlett	mileage	\$ 130.80
7485	Anita M Bartlett	salary	\$ 1,592.91
AP	IRS	Tax Deposit	\$ 956.78
Grand Total			\$ 8,659.86

Dan Mahoney moved to approve the Treasurer's Report, reconciliation of the October & November Savings Account Statements and the November Checking Account Statement, and to accept payment of all bills. Wade Curuchet Second. Motion Carried.

BUSINESS:

1. WACD Convention Report

-Anita Bartlett discussed the WACD Convention and covered topics such as the EWP meeting, being a certified planner, new developments in the Public Records Act, and Allison McKenzie being named the 2018 District Conservationist.

2. Plank Stewardship Initiative Workshops

-John Heyneman with the Plank Stewardship Initiative discussed the workshops that they can offer to producers. They included Estate Planning and Ranch Financial Planning. The board discussed these workshops at length and decided to host an Estate Planning Workshop and see if there would be interest in the Ranch Financial Planning Workshop.

3. Spruce Bud Worm Infestation

-Anita Bartlett stated that she attended an informative meeting on what Western Spruce Budworm is and the estimated extent of the infestation in the Southern Big Horns was. She stated if there is enough interest this would be an opportunity for the District to apply for RCPP Funds through the NRCS to assist landowners with dealing with their infestations.

4. Apprentice Certified Planner

-Anita Bartlett stated that there was considerable discussion at the WACD Convention about district employees becoming Certified Planners to assist the NRCS in their planning process. Anita stated that at this time she didn't see the need to become a certified planner but that taking the Ag Learn Classes to become an Apprentice Certified Planner would be beneficial as she could assist with field work for the NRCS and further her knowledge in the field work that she does. Currently, the classes are not available on Ag Learn due to the upgrading of the system. She would like to get permission to take the classes as soon as they are available. Wade Curuchet moved to allow Anita Bartlett to take the Apprentice Certified Planner classes in Ag Learn as soon as they are available. George Renkert Second. Motion Carried.

5. WACD Convention 2019 & 2020

-Anita Bartlett informed the board that the Clear Creek Conservation District had petitioned to host the 2019 WACD convention in Buffalo and they would like to know if the PRCD would be interested in co-hosting the event if they were selected. George Renkert moved to co-host the 2019 WACD Convention if it is determined it will be held in Buffalo, WY. Wade Curuchet second. Motion Carried.

-Anita Bartlett stated that Bobbie Frank is looking for assistance planning the 2020 Convention as it will be the 75th Convention. The board decided at this time they would like Anita to focus her time on some of the upcoming projects within the district.

6. Copy Machine

-Anita Bartlett told the board that they are currently paying \$58/month for the service charge on the copy machine. At this time our copy machine is so old parts can no longer be acquired to fix the machine if it were to break down. She wanted to know if they would like to cancel the service plan at this time. Wade Curuchet moved to cancel the service plan on the District's copy machine. George Renkert second. Motion Carried.

7. 2019 Reorganization Form

-Anita Bartlett asked the board to check their information on the 2019 Reorganization for the WACD/WDA and let her know if any corrections needed to be made. A few corrections were noted. Anita will make those changes and submit the form to WACD/WDA.

8. Christmas Bonus

-The board discussed giving Anita Bartlett a Christmas Bonus this year. Wade Curuchet moved to give Anita Bartlett a \$500 Christmas Bonus. George Renkert Second. Motion Carried.

9. District Report

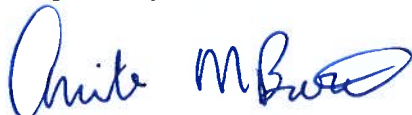
-The District Manager's Report was discussed.

10. NRCS Field Office Report

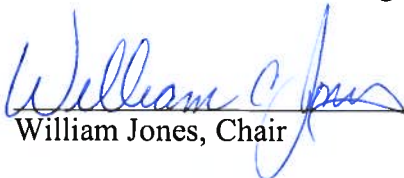
-The NRCS Field Office Report was discussed.

The next regular Board Meeting was scheduled for Tuesday, January 8, 2019 at 6:30pm. Dan Mahoney moved to adjourn the meeting, Wade Curuchet Second. Motion carried 8:22 pm.

Respectfully Submitted:



Anita M. Bartlett, District Manager



William Jones, Chair



Wade Curuchet, Secretary/Treasurer