

**Powder River Conservation District
 Monthly Board Meeting
 February 11, 2020**

Supervisors Present:

Kevin Lund
 Bill Jones
 Wade Curuchet
 George Renkert
 Dan Mahoney

Others Present:

Anita Bartlett, District Manager
 Allison McKenzie, District Conservationist

The regular board meeting was called to order by Board Chair Bill Jones at 7:00 p.m.

Wade Curuchet moved to accept the minutes from January 14, 2020 regular Board Meeting. Kevin Lund Second. Motion Carried.

The Treasurer's Report was reviewed as follows:

Checking	\$ 91,964.55
Savings	\$ 709,176.39
Petty Cash	\$ 2.63
Liquid Liability Fund	\$ 0.00
Total	\$ 801,143.57

FEBRUARY MONTHLY EXPENSES

<u>Check #</u>	<u>TO</u>	<u>Memo</u>	<u>Amount</u>
7750	Visa	computer repair/travel/supplies	\$ 337.56
7751	Wyoming.com	website	\$ 20.00
7752	USPS	Postage-LRP Survey	\$ 48.56
7753	Anita M. Bartlett	mileage	\$ 138.00
7754	Anita M. Bartlett	salary	\$ 1,676.10
7755	Susan Anderson	rent	\$ 443.02
7756	Joyce Black	janitorial	\$ 250.00
7757	Montana-Dakota Utilities Co	utilities	\$ 66.45
7758	RT Communications	utilities	\$ 87.69
7759	Jack Schirmer	snow removal	\$ 60.00
7760	Clifty View Nursery	tree deposit	\$ 512.75
7761	Powder River Energy Corp	utilities	\$ 166.25
7762	USPS	Bulk Mailing Permit #1	\$ 250.00
7763	Blue Cross Blue Shield of WY	insurance	\$ 735.46
7764	Anita M. Bartlett	mileage	\$ 51.75
AP	IRS	Tax deposit	\$ 1,014.66
7765	Anita M. Bartlett	salary	\$ 1,676.11
Grand Total			\$ 7,534.36

Dan Mahoney moved to approve the Treasurer's Report January Checking Account Bank Statement and to accept payment of all bills. Wade Curuchet Second. Motion Carried.

BUSINESS:

1. EWP Projects

-Anita Bartlett stated that she had been sent some paperwork from the NRCS that needed to be completed before they could process the contract. She worked with Allison McKenzie, JC Commissioners and board members to get the forms filled out and signed. They have all been turned in, but she is unsure as to when the EWP contract will be issued. With that the NRCS is holding off publicizing for engineering for the 3 diversions until the contract is signed.

2. State Forestry Grant Funding

-Anita Bartlett informed the board that she had met with State Forestry and BLM regarding the Spruce Budworm project. It is all still a go, however before any contracting or work can take place the BLM needs to do the culture clearance in order to finish the Environmental Assessment for the road right of way and for the project site. They hope to get the clearance done as soon as the snow is cleared from the area and they can reach the site. The District should have the grant agreement with the State Forestry sometime in March. A definite timeline was not given when Anita contacted State Forestry.

3. KHS Yearbook Ad

-Anita Bartlett stated that the KHS Yearbook class contacted her about purchasing and Ad for the 2019-2020 yearbook. The prices are \$25 for a business card size ad, \$40 for a ¼ page Ad, \$60 for a ½ page ad, and \$100 for a full-page ad. Dan Mahoney moved to purchase a full-page ad in the KHS 2019-2020 Yearbook. George Renkert second. Motion Carried.

4. WDA Lab Funds

-Anita Bartlett informed the board that the District has \$1,477.13 in unused WDA Lab funds that must be used by the end of the fiscal year. She said they didn't have any upcoming projects to utilize this funding on and it might be best to have it reallocated to other districts that can utilize it. George Renkert moved to return the unused WDA Lab funds to be reallocated. Dan Mahoney second. Motion Carried.

5. WCDEA Winter Training

-Anita Bartlett stated that after reviewing the WCDEA Winter Training agenda she would like to be able to attend the WCDEA Business Meeting on the afternoon of Tuesday, March 3rd and the Insurance/Legislative Session on the morning of Thursday, March 5th. The board agreed that she should attend those two sessions of the WCDEA Winter Training.

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, March 10, 2020 at 6:30pm. Dan Mahoney moved to adjourn the meeting, Wade Curuchet Second. Motion carried 7:50 pm.

Respectfully Submitted:



Anita M. Bartlett, District Manager



William Jones, Chair



Wade Curuchet, Secretary/Treasurer