

**Powder River Conservation District
 Monthly Board Meeting
 November 17, 2022**

Supervisors Present:

Kevin Lund (Call in)
 Wade Curuchet
 Dan Mahoney
 Bill Jones

Others Present:

Anita Bartlett, District Manager
 Allison McKenzie, District Conservationist
 Adam Rothbart, Barnum Inc.

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 October 13, 2020 regular Board Meeting. Wade Curuchet Second. Motion Carried.

The Treasurer’s Report was reviewed as follows:

Checking	\$ 168,031.81
Savings	\$ 737,245.06
Petty Cash	\$ 2.63
Total	\$ 905,279.50

NOVEMBER MONTHLY EXPENSES

<u>Check #</u>	<u>TO</u>	<u>Memo</u>	<u>Amount</u>
7913	Wyoming.com	website	\$ 20.00
7914	Anita M Bartlett	salary	\$ 1,720.83
7915	Joyce Black	janitorial	\$ 250.00
7916	Susan Anderson	rent	\$ 433.02
7917	Kaycee General Store	office supplies	\$ 9.58
7918	Visa		\$ 312.68
7919	Town of Kaycee	utilities	\$ 65.75
7920	Montana-Dakota Utilities Co	utilities	\$ 39.97
7921	WACD	dental insurance Nov/Dec	\$ 76.40
7922	Range	utilities	\$ 88.79
7923	Kaycee Voice	bid ad	\$ 30.00
7924	Energy Laboratories	well water testing	\$ 1,302.00
7925	WWC Engineering	EWP Engineering	\$ 8,300.00
7926	Anita M Bartlett	salary	\$ 1,720.83
AP	IRS	tax deposit	\$ 1,059.76
7927	Blue Cross Blue Shield of WY	insurance	\$ 737.00
Grand Total			\$ 16,166.61

Wade Curuchet moved to approve the Treasurer’s Report, the October Checking Account Reconciliation, and to accept payment of all bills. Dan Mahoney Second. Motion Carried.

BUSINESS:

1. EWP Projects

-Anita Bartlett stated that 7 contractors submitted bids for the Town Of Kaycee/HJP EWP Project. The bids were read and reviewed. Dan Mahoney moved to select the bid submitted by Barnum Inc. The Board selected Option #1 with a rock structure in lieu of a block structure. Wade Curuchet second. Motion Carried. Anita Bartlett will get the contract for service out to Barnum Inc. the board asked that she include a public conduct/moral clause in the contract.

-The final draft of the 15 Mile EWP project design have been sent to the Ditch Company for review. We will hopefully have final designs in the near future.

-Anita Bartlett stated that WWC Engineering has submitted 60% designs for the district and landowners to review today. Anita is working on getting the designs out to the landowners and answering questions asked by the engineers.

2. Spruce Budworm Thinning Project Update

- Anita Bartlett stated that she worked with WY State Forestry and Soto Tree Service to contract 444 acres of Douglas Fir trees to thin this coming year with the grant funds that the District received from WY State Forestry. Soto Tree Service has signed the Contract for Services and the board needs to approve and sign it as well. Dan Mahoney moved to approve the Contract for Service for the 444 acres of Douglas Fir trees to be thinned on the Big Horn Mountains funded through the State Forestry Bark Beetle Grant funding. Wade Curuchet Second. Motion Carried.

3. Future Streambank Stabilization through Kaycee

-Anita Bartlett and Allison McKenzie informed the board that they had misspoken at the last board meeting. If the District wanted to continue with streambank stabilization in Kaycee they would not be able to utilize the WFPF program funds unless the berm was installed. Another program or grant money would have to be utilized. Anita and Allison will look into what this would take to apply and that the cost share would be.

4. 2021-2025 Long Range Plan

-Anita Bartlett presented the final 2021-2025 Long Range Plan. Anita told the board that no public comments were submitted during the comment period and the plan is ready to be approved. Dan Mahoney moved to approve the 2021-2025 Long Range Plan as presented. Wade Curuchet second. Motion Carried.

5. Community Orchard

-Anita Bartlett stated that Kelly Norris with State Forestry contacted her about applying for a grant to install a Community Orchard in Kaycee. Anita stated that she would be willing to help a group out with the project but she does not want sole responsibility of the project. She will contact the Kaycee School to see if they would be interested in taking this one as a project.

6. FY 20-21 Annual Report

-Anita Bartlett presented the FY 20-21 Annual Report for approval. Wade Curuchet moved to approve the FY 20-21 Annual Report as presented. Dan Mahoney second. Motion Carried.

7. WDA Educational Function for Elected Officials Form

-Anita Bartlett presented to the board a copy of the WDA Educational Function for Elected Officials form. She had attended a Town Council and a County Commissioners meeting to discuss district projects to fulfill the requirements. Wade Curuchet moved to sign and submit the WDA Educational Function for Elected Officials form. Dan Mahoney second. Motion Carried.

8. WACD Convention Materials

-In light of the postponing of the PRCD Board Meeting it was too late to make a decision on the WACD Convention Materials. The board had the materials ahead of the meeting and any questions they had were directed to Anita Bartlett to be asked during the committee meetings of the Virtual WACD Convention.

9. District Board Member Longevity Recognition

-Anita Bartlett presented Chairman Bill Jones and Supervisor Kevin Lund with their pins for 10 years with the PRCD Board.

10. District Report

-The District Manager's Report was discussed.

11. NRCS Field Office Report

-The NRCS Field Office Report was discussed.

The next regular Board Meeting was scheduled for Tuesday, December 8, 2020 at 6:30pm. Wade Curuchet moved to adjourn the meeting, Dan Mahoney Second. Motion carried 8:03 pm.

Respectfully Submitted:


Anita M. Bartlett, District Manager


William Jones, Chair


Wade Curuchet, Secretary/Treasurer