

**Powder River Conservation District  
 Monthly Board Meeting  
 December 8, 2020**

**Supervisors Present:**

Kevin Lund  
 Wade Curuchet  
 Bill Jones

**Others Present:**

Anita Bartlett, District Manager  
 Allison McKenzie, District Conservationist  
 Linda Greenough, County Commissioner

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

Kevin Lund moved to accept the minutes from November 17, 2020 regular Board Meeting.  
 Wade Curuchet Second. Motion Carried.

The Treasurer's Report was reviewed as follows:

Checking	\$ 165,496.63
Savings	\$ 737,314.25
Petty Cash	\$ <u>2.63</u>
Total	\$ 902,813.51

**DECEMBER MONTHLY EXPENSES**

<u>Check #</u>	<u>TO</u>	<u>Memo</u>	<u>Amount</u>
7928	Powder River Energy Corp	utilities	\$ 106.28
7929	Visa		\$ 22.22
7930	Wyoming.com	website	\$ 20.00
7931	Susan Anderson	rent-miss wrote check	\$ 10.00
7932	Anita M Bartlett	salary	\$ 1,720.82
7933	Susan Anderson	rent	\$ 443.02
7934	Joyce Black	janitorial	\$ 250.00
7935	Montana-Dakota Utilities Co.	utilities	\$ 45.30
7936	Range	utilities	\$ 88.79
7937	WWC Engineering	EWP engineering	\$ 6,220.00
7938	Streeter Ranch	Cost Share Reimbursement	\$ 20,000.00
AP	IRS	November tax deposit	\$ 1,059.78
7939	Anita M Bartlett	mileage	\$ 172.50
7940	Anita M Bartlett	salary	\$ 1,720.82
7941	Lincoln Financial	1st Q Life Insurance	\$ 10.13
<b>Grand Total</b>			<b>\$ 31,889.66</b>

Kevin Lund moved to approve the Treasurer's Report, the October Savings Account Reconciliation, and to accept payment of all bills. Wade Curuchet Second. Motion Carried.

## **BUSINESS:**

### **1. EWP Projects**

-Anita Bartlett stated that Barnum Inc had signed the Contract for Services for the Town of Kaycee/HJP EWP Project. Once the board signs the agreement Barnum Inc will be ready to start the project after the first of the year. Wade Curuchet moved to approve and sign the Contract for Services for the Town of Kaycee/HJP EWP project with Barnum Inc. Kevin Lund Second. Motion carried.

-Anita Bartlett presented a Letter of Extension for 220 days to the board. This extension will change the deadline from February 3, 2021 to September 11, 2021. Wade Curuchet moved to approve and sign the Letter of Extension for the EWP projects. Kevin Lund second. Motion carried.

-Anita Bartlett stated that so far, the District has gotten a \$10,500 WNRF grant and a \$195,000 grant from WWNT. We will not know if we received any WY Game and Fish funding for the projects until after the first of the year. Anita may try to apply for two small water development grants which are due by the end of the year, but she needs to check the timing to make sure their requirements work with our timeline.

### **2. Cost Share Projects**

- Anita Bartlett stated that Allen Streeter has completed his cost share project. He drilled a well and installed two stock water tanks. His reimbursement was included in this month's bills.

### **3. Wyoming Mask Mandate/Enforcement**

-Anita Bartlett inform the Board that the Governor passes a mask mandate for Wyoming going into effect December 9, 2020 through January 8, 2021. She asked the board how they would like her to enforce this mandate in the office. They state she should post the mandate and do her best.

### **4. Christmas Bonus**

-Kevin Lund moved to give Anita Bartlett a \$500 Christmas bonus. Wade Curuchet second. Motion Carried.

### **5. District Report**

-The District Manager's Report was discussed.


-Anita Bartlett asked the board if they would be alright with her working from home the week of December 28-31, 2020 as her mom would be in town. If not, she would be willing to utilize her leave. The board stated they were fine with Anita teleworking from home during that time.

### **6. NRCS Field Office Report**

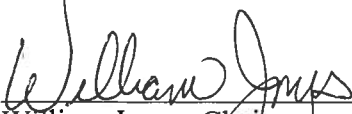
-The NRCS Field Office Report was discussed.

The next regular Board Meeting was scheduled for Tuesday, January 12, 2021 at 6:30pm. Kevin Lund moved to adjourn the meeting, Wade Curuchet Second. Motion carried 7:13 pm.

Respectfully Submitted:



Anita M. Bartlett, District Manager



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William Jones, Chair



Wade Curuchet, Secretary/Treasurer