

**Powder River Conservation District
 Monthly Board Meeting
 May 11, 2021**

Supervisors Present:

Kevin Lund
 George Renkert
 William Jones
 Dan Mahoney
 Wade Curuchet

Others Present:

Anita Bartlett, District Manager
 Shad Mills, NRCS Range Specialist
 Linda Greenough, County Commissioner

The regular board meeting was called to order by Board Chair William Jones at 6:32 p.m.

Wade Curuchet moved to accept the minutes from April 13, 2021 regular Board Meeting.
 George Renkert Second. Motion Carried.

The Treasurer's Report was reviewed as follows:

Checking	\$ 203,807.34
Savings	\$ 637,679.14
Petty Cash	\$ <u>6.53</u>
Total	\$ 841,493.01

MAY MONTHLY EXPENSES

<u>Check #</u>	<u>TO</u>	<u>Memo</u>	<u>Amount</u>
8011	Wyoming.com	website	\$ 20.00
8012	Barnum Inc.	Town/HJP EWP	\$ 7,270.00
8013	WWC Engineering	EWP Engineering	\$ 10,080.00
8014	Anita M Bartlett	mileage	\$ 50.40
8015	Anita M Bartlett	salary	\$ 1,723.82
8016	Visa		\$ 260.05
8017	Joyce Black	janitorial	\$ 250.00
8018	Susan Anderson	rent	\$ 443.02
8019	Blue Cross Blue Shield of WY	Insurance	\$ 737.00
8020	Sheridan Tent and Awning	Irrigation material	\$ 1,444.80
8021	Powder River Energy Corp	utilities	\$ 127.88
8022	Wish Northwest	drip irrigation supplies	\$ 613.84
8023	Montana-Dakota Utilities Co	utilities	\$ 41.01
8024	Range	utilities	\$ 88.40
8025	WACD	Insurance-May/June Dental	\$ 89.90
8026	Clear Creek CD	HHWD/rain barrel	\$ 1,045.00
8027	Barnum Inc.	Town/HJP EWP	\$ 14,042.37
8028	Clifty View Nursery	Trees payment	\$ 5,029.62
8029	Kevin Lund	mileage	\$ 60.48
8030	Anita M Bartlett	mileage/reimbursement	\$ 231.20
AP	IRS	Tax Deposit	\$ 1,053.76
8031	Anita M Bartlett	salary	\$ 1,723.82
Grand Total			\$ 46,426.37

Dan Mahoney moved to approve the Treasurer's Report, the April Checking Account Reconciliation, and the Savings Account Reconciliations, and to accept payment of all bills. George Renkert Second. Motion Carried.

BUSINESS:

1. EWP Projects

-Anita Bartlett gave the following report on the EWP Projects:

-The HJP/Town EWP Project is completed and has been certified by the NRCS. The last payment for the project was included in this month's bills. She will submit the reimbursement paperwork to the NRCS tomorrow.

-The Bid Site Visit for the 3 Diversion EWP Projects is set for Wednesday, May 12th at 9am. We will meet at the Red Wall Community Center then travel to the sites.

-The District received a grant in the amount of \$35,000 from the Resource Legacy Fund. Anita is working on finalizing all the paperwork for the grant.

2. Soil Sampling Program

- Anita Bartlett stated that over the past few years the district has had quite a few requests for soil sampling. As Anita doesn't know how to do these, she has directed them to the UW Extension office. However, Shad Mills the new NRCS Range Specialist in Kaycee has volunteered to teach Anita how to properly take a soil sample. The district will need to purchase a soil probe. Testing runs approximately \$19 per sample and can be billed directly to the landowner from the lab. Wade Curuchet moved to start a soil sampling program. The District will purchase a soil probe and pay the postage to send the samples to the Lab. The landowner will be responsible for paying the analysis bill from the lab. Dan Mahoney second. Motion Carried.

3. Conference Line

-Anita Bartlett asked the board to consider changing their conference line provider. Currently the District utilizes CenturyLink for their conference calls. Anita is suggesting they switch to Go To Meetings. With this switch the district would save approximately \$350 a year. George Renkert moved to switch to Go To Meetings as our conference call needs. Kevin Lund second. Motion Carried.

4. LWG Meeting Report

-Anita Bartlett informed the board that the Local Work Group Meeting was yesterday in Buffalo. NRCS put on a great brain storming session to determine out the priorities for the area. At the end of the meeting it was determined that the top 4 priorities were: Water Conservation-Irrigation, Water Distribution for Stock, Invasive Species, and Rangeland Health (prescribed grazing). The next two priorities were Wildlife Habitat/Quality and Forest Health. Anita was once again chosen to serve as the representative for the LWG at the state technical meeting.

5. June Board Meeting

-Anita Bartlett asked the board if they would be willing to move the June Board meeting from June 8th to June 7th as she needs to leave for the Black Hills Natural Resource Youth Camp on June 8th. The board agreed to move the board meeting from Tuesday, June 8th to Monday, June 7th.

6. Employee Agreement

-Anita Bartlett presented the updated employee agreement to the Board. The agreement reflected the salary increase for the FY 2021-2022. George Renkert moved to approve the Employee Agreement presented to the board that will take effect FY 2021-2022. Wade Curuchet second. Motion Carried.

7. District Report

-The District Manager's Report was discussed.

8. NRCS Field Office Report

-The NRCS Field Office Report was discussed.


9. Proposed FY 21-22 Budget

- The Board worked on their Proposed FY 21-22 Budget. Anita Bartlett will submit it to the JC Commissioners and the Department of Audit prior to the deadline.

The next regular Board Meeting was scheduled for Monday, June 7, 2021 at 6:30pm. Dan Mahoney moved to adjourn the meeting, George Renkert Second. Motion carried 8:00 pm.

Respectfully Submitted:


Anita M. Bartlett, District Manager


William Jones, Chair


Wade Curuchet, Secretary/Treasurer