

**Powder River Conservation District  
 Monthly Board Meeting  
 October 12, 2021**

**Supervisors Present:**

Kevin Lund  
 Wade Curuchet  
 Bill Jones  
 Dan Mahoney

**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.

Wade Curuchet moved to accept the minutes from the September 14, 2021 regular Board Meeting. Dan Mahoney second. Motion Carried.

The Treasurer's Report was reviewed as follows:

|            |                |
|------------|----------------|
| Checking   | \$ 218,729.05  |
| Savings    | \$ 537,941.29  |
| Petty Cash | \$ <u>4.13</u> |
| Total      | \$ 756,674.46  |

**OCTOBER MONTHLY EXPENSES**

| <u>Check #</u>     | <u>TO</u>                       | <u>Memo</u>                    | <u>Amount</u>       |
|--------------------|---------------------------------|--------------------------------|---------------------|
| 8111               | Wyoming.com                     | website                        | \$ 20.00            |
| 8112               | VSP Vision Care                 | insurance                      | \$ 7.40             |
| 8113               | Powder River Energy Corp        | utilities                      | \$ 103.21           |
| 8114               | Anita M Bartlett                | mileage                        | \$ 50.40            |
| 8115               | USPS                            | Fall Newsletter postage        | \$ 124.83           |
| 8116               | Visa                            | travel/postage/office supplies | \$ 2,302.75         |
| 8117               | Anita M Bartlett                | salary                         | \$ 1,870.21         |
| AP                 | WY Depart of Workforce Services | WC/UI 3rd Q taxes              | \$ 383.06           |
| AP                 | IRS                             | 941 tax deposit                | \$ 1,209.54         |
| 8118               | Susan Anderson                  | rent                           | \$ 443.02           |
| 8119               | Joyce Black                     | janitorial                     | \$ 250.00           |
| 8120               | Montana-Dakota Utilities Co     | utilities                      | \$ 23.65            |
| 8121               | Range                           | utilities                      | \$ 94.76            |
| 8122               | Old Republic Surety Co          | bond                           | \$ 307.00           |
| 8123               | WWC Engineering                 | EWP Engineering                | \$ 6,880.00         |
| 8124               | NACD                            | dues                           | \$ 775.00           |
| 8125               | Anita M Bartlett                | mileage                        | \$ 90.16            |
| 8126               | Anita M Bartlett                | salary                         | \$ 1,870.23         |
| 8127               | Blue Cross Blue Shield of WY    | insurance                      | \$ 737.00           |
| 8128               | Powder River Energy Corp        | utilities                      | \$ 93.16            |
| <b>Grand Total</b> |                                 |                                | <b>\$ 17,635.38</b> |

Dan Mahoney moved to approve the Treasurer's Report, the September Checking account and Savings Account reconciliations and to accept payment of all bills. Wade Curuchet Second. Motion Carried.

## **BUSINESS:**

### **1. EWP Projects**

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

-The Moffet EWP project has had a few setbacks. The major one being the headwall. The first two head walls to show up were incorrect. The first came apart as it was unloaded, and the second head wall was inverted. The 3<sup>rd</sup> head wall should be here this week and hopefully they can get that set. As well, with the weather they are having a difficult time getting supplies into the site. They are hoping to be able to get most everything delivered in this next stretch of good weather.

-The force account for the Moffet project is going to be utilized to cover the cost of temporarily moving a fence line so that the project can be installed. The fence will be put back when it is done.

-The Gosney's head wall should hopefully be delivered in the next two weeks and if all goes well installed the first/second week of November.

-The force account for the Gosney project also needs to be utilized to fix the syphon on the project. The pipe for that syphon is old and in bad condition, with that the syphon also runs under some rock structures and we would hate for the syphon break and need to take apart a portion of the project.

-There was also a request from the contractor to add a 3 week extension to the construction contract due to the issues with the head walls and having to quarantine for Covid. Dan Mahoney moved to extend the contract deadline by 3 weeks to adjust for the head wall issues and Covid quarantine. Wade Curuchet second. Motion Carried.

### **2. FY 21-22 Annual Plan of Work**

-Anita Bartlett presented the FY 2021-2022 Annual Plan of Work to the Board. Dan Mahoney moved to approve the FY 21-22 Annual Plan of Work as submitted. Wade Curuchet second. Motion Carried.

### **3. Convention Auction Item**

- Anita Bartlett stated that they still needed to come up with an auction item for the WACD convention. She asked if the board had any ideas. Her ideas included getting the wooden flower arrangement or she had a framed cross stitch they could use. The board stated that they would like to purchase her cross stitch and provide that as the District's auction item.

### **4. District Report**

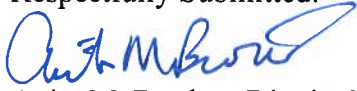
-The District Manager's Report was discussed.

### **5. NRCS Field Office Report**


-The NRCS Field Office Report was discussed.

The next regular Board Meeting was scheduled for Tuesday, November 9, 2021 at 6:30pm. Dan Mahoney moved to adjourn the meeting, Kevin Lund Second. Motion carried 7:05 pm.

Respectfully Submitted:



Anita M. Bartlett, District Manager



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William Jones, Chair



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Wade Curuchet, Secretary/Treasurer