

**Powder River Conservation District  
 Monthly Board Meeting  
 November 9, 2021**

**Supervisors Present:**

Kevin Lund  
 Wade Curuchet  
 Bill Jones  
 Dan Mahoney  
 George Renkert

**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 the October 12, 2021 regular Board Meeting. Dan Mahoney second. Motion Carried.

The Treasurer's Report was reviewed as follows:

Checking	\$ 152,669.71
Savings	\$ 537,941.29
Petty Cash	\$ 4.13
Total	\$ 690,605.12

**NOVEMBER MONTHLY EXPENSES**

<u>Check #</u>	<u>TO</u>	<u>Memo</u>	<u>Amount</u>
8129	Energy Labs	Water Samples	\$ 348.00
8130	Wyoming.com	website	\$ 20.00
8131	Anita M Bartlett	mileage	\$ 174.16
8132	Anita M Bartlett	salary	\$ 1,870.21
8132	VSP Vision Care	vision insurance	\$ 7.40
8134	USPS	tree sale postage	\$ 38.65
8135	Kaycee General Store	ice-well water test day	\$ 4.00
8136	Montana-Dakota Utilities Co	utilities	\$ 49.85
8137	Range	utilities	\$ 93.50
8138	Visa	meeting	\$ 8.05
8139	Susan Anderson	rent	\$ 443.02
8140	Joyce Black	janitorial	\$ 250.00
8141	Barnum Inc	EWP Payment	\$ 56,525.71
8142	WWC Engineering	EWP Engineering	\$ 8,256.00
8143	WACD	convention registration/dental	\$ 479.90
8144	Anita M Bartlett	mileage/Auction item	\$ 175.40
8145	Anita M Bartlett	salary	\$ 1,870.22
AP	IRS	Tax deposit	\$ 1,209.52
8146	Cliftyview Nursery	tree deposit	\$ 1,781.19
<b>Grand Total</b>			<b>\$ 73,604.78</b>

George Renkert moved to approve the Treasurer's Report, the October Checking account reconciliation and to accept payment of all bills. Kevin Lund Second. Motion Carried.

## **BUSINESS:**

### **1. EWP Projects**

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

-L&L has completed the headwall & irrigation pipe for the Moffet Project. They have moved to Gonsney's and they should be setting that headwall and replacing the syphon over the next few weeks.

-Barnum has all the cross vanes below the headwall complete as of last week. They should complete the rest of the cross vanes this coming week and start on the toe wood soon after. Once the in-stream work is complete, Adam will be moving the GPS enabled equipment over to Gosney's to begin the instream work and bring a second crew in to finish up the last of Moffet's. Adam hopes to be done at Moffet's by Thanksgiving.

-The trees have been gathered for the Harlan project and L&L hopes to be at the Harlan project around December 1<sup>st</sup> to begin setting that headwall.

-Reimbursements have been filed for the WNRFF grant and NRCS funds through this last payment.

-An additional \$10,000 needs to be added to the Moffet Force Account as additional rock has been needed for the project. Dan Mahoney moved to approve the change order and add an additional \$10,000 to the Moffet Force Account. George Renkert second. Motion carried.

### **2. RCPP-Streambank Stabilization through Kaycee**

-Anita Bartlett stated that she spoke with the Town of Kaycee regarding their interest in partnering on a RCPP project to continue the streambank stabilization efforts through the town of Kaycee. They were very interested in partnering if the landowners were on board. Anita has asked WWC Engineering to draw up conceptual designs to hold landowner meetings to get their approval. It is Anita's hope that we will be able to hold those landowner meetings early next year.

### **3. FY 20-21 Annual Report**

- Anita Bartlett presented the FY 2020-2021 Annual Report to the board. Wade Curuchet moved to accept the FY 20-21 Annual Report as submitted. Kevin Lund second. Motion Carried.

### **4. Educational Function for Elected Officials Form**

-Anita Bartlett said that she had completed the requirements for the Educational Function of Elected Officials by attending the Johnson County Commissioners Meeting and the Town of Kaycee Council Meeting. She needs the board to approve the form and sign it. Wade Curuchet moved to approve the Educational Function for Elected Officials Form. Dan Mahoney second. Motion Carried.

### **5. Leave Request**

-Anita Bartlett requested to utilize her Vacation Leave from December 10, 2021 through December 23, 2021. Wade Curuchet moved to approve Anita Bartlett's leave request for the use of her vacation leave from December 10, 2021 through December 23, 2021. Dan Mahoney second. Motion Carried.

**6. WACD Convention Materials**

-Anita Bartlett reviewed the WACD convention materials with the board. They discussed how they would like Kevin Lund to vote on the materials at the WACD Convention.

**7. Christmas Bonus**

-Wade Curuchet moved to give Anita Bartlett a \$500 Christmas Bonus to be paid at the December board meeting. Kevin Lund second. Motion Carried.

**8. District Report**

-The District Manager's Report was discussed.

**9. NRCS Field Office Report**

-The NRCS Field Office Report was discussed.

The next regular Board Meeting was scheduled for Tuesday, December 7, 2021 at 6:30pm. Wade Curuchet moved to adjourn the meeting, Dan Mahoney Second. Motion carried 7:45 pm.

Respectfully Submitted:



Anita M. Bartlett, District Manager

  
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William Jones, Chair

Wade Curuchet, Secretary/Treasurer