

**Powder River Conservation District
 Monthly Board Meeting
 March 8, 2022**

Supervisors Present:

Kevin Lund
 Wade Curuchet
 Bill Jones
 George Renkert

Others Present:

Anita Bartlett, District Manager
 Allison McKenzie, District Conservationist
 Tom Harlan

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

Kevin Lund moved to accept the minutes from the February 15, 2022, regular Board Meeting. George Renkert second. Motion Carried.

The Treasurer’s Report was reviewed as follows:

Checking	\$ 50,172.28
Savings	\$ 438,107.89
Petty Cash	\$ 4.13
Total	\$ 488,284.30

MARCH MONTHLY EXPENSES

<u>Check #</u>	<u>TO</u>	<u>Memo</u>	<u>Amount</u>
8205	Barnum Inc	EWP-Diversions	\$ 288,772.48
8206	VSP Vision Care	Insurance	\$ 7.40
8207	Anita M Bartlett	Salary	\$ 1,876.21
8208	Susan Anderson	rent	\$ 443.02
8209	Joyce Black	janitorial	\$ 250.00
8210	Visa	QuickBooks/office supplies	\$ 882.91
8211	WWC Engineering	engineering-EWP	\$ 14,082.00
8212	Clifty View Nursery	trees	\$ 2,379.50
8213	Kaycee High School Yearbook	ad	\$ 100.00
8214	Montana-Dakota Utilities Co	utilities	\$ 99.72
8215	Range	utilities	\$ 100.10
8216	Wyoming.com	website	\$ 50.00
8217	WACD	dental insurance	\$ 89.90
8218	Energy Laboratories	water samples	\$ 52.00
8219	Dan Mahoney	FY Mileage	\$ 63.12
8220	Anita M Bartlett	Salary	\$ 1,879.23
AP	IRS	Tax Deposit	\$ 1,124.87
8221	Lincoln Financial	2Q Life Insurance	\$ 10.12
Grand Total			\$ 312,262.58

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

BUSINESS:

1. EWP Projects Update

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

-Barnum Inc. hopes to be completed with the Harlan project in the next week or so. They will return to complete the seeding and willow staking in mid-April once conditions allow. They will be back in June to complete the last of the work at Gosney's as that is when we typically see the end of high flow.

-There should be a change order at the next meeting to address the changes to the Gosney project and the fencing at Moffett's project.

2. Small Cost Share Application

-Anita Bartlett stated that Shannon Taylor has submitted a small cost share application to plant trees and install xeriscape flower beds at the new Shell Station at the entrance of Kaycee. This would be considered a community beautification project under this grant program. George Renkert moved to approve Shannon Taylor's cost share application for the planting of trees and installation of flower beds. Kevin Lund second. Motion carried.

3. WCDEA Winter Training

-Anita Bartlett asked if she could attend the 3-day WCDEA Winter Training. She has been asked to present at one of the sessions as well regarding grant resources. Kevin Lund moved to allow Anita Bartlett to attend the WCDEA Winter Training. George Renkert second. Motion carried.

4. Schedule Employee Review

- Anita Bartlett stated that it was once again time to schedule employee reviews. The board stated that they would like to conduct Anita's employee review at the April board meeting.

5. District Report

-The District Manager's Report was discussed.

-Anita Bartlett asked if the board would like to purchase a plaque to recognize Bailee Alger for her 1st place win in the NACD photo contest that they submitted her for. Kevin Lund moved to purchase a plaque to recognize Bailee Alger for her NACD Photo Contest win. George Renkert second. Motion Carried.

6. NRCS Field Office Report

-The NRCS Field Office Report was discussed.

The next regular Board Meeting was scheduled for Tuesday, April 12, 2022, at 6:30pm. Kevin Lund moved to adjourn the meeting, George Renkert Second. Motion carried 7:13pm.

Respectfully Submitted:

Anita M. Bartlett, District Manager



William Jones, Chair



Wade Curuchet, Secretary/Treasurer