

**Powder River Conservation District  
 Monthly Board Meeting  
 May 10, 2022**

**Supervisors Present:**

Kevin Lund  
 Tom Harlan  
 Bill Jones

**Others Present:**

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

The regular board meeting was called to order by Board Chair Bill Jones at 6:34 p.m.

Wade Curuchet moved to accept the minutes from the April 12, 2022, regular Board Meeting. Kevin Lund second. Motion Carried.

The Treasurer's Report was reviewed as follows:

Checking	\$ 123,610.67
Savings	\$ 438,177.51
Petty Cash	\$ 4.13
Total	\$ 561,792.31

**MAY MONTHLY EXPENSES**

<b><u>Check #</u></b>	<b><u>TO</u></b>	<b><u>Memo</u></b>	<b><u>Amount</u></b>
8243	Visa		\$ 510.16
8244	VSP Vision Care	vision insurance	\$ 7.40
8245	UW Biodiversity Institute	plant books	\$ 105.00
8246	Blue Cross Blue Shield of WY	insurance	\$ 737.00
8247	Anita M Bartlett	salary	\$ 1,879.22
8248	Susan Anderson	rent	\$ 443.02
8249	Joyce Black	janitorial	\$ 250.00
8250	Kaycee Area Chamber of Commerce	dues	\$ 75.00
8251	Wish Northwest Inc.	drip irrigation	\$ 265.57
8252	WACD	dental insurance	\$ 89.90
8253	Montana-Dakota Utilities Co	utilities	\$ 69.61
8254	Range	utilities	\$ 103.12
8255	JC W&P	weed bounty day	\$ 50.00
8256	WWC Engineering	EWP engineering	\$ 13,962.00
8257	Clear Creek CD	HHW Day	\$ 1,000.00
8258	Natrona County CD	weed barrier	\$ 390.00
8259	Energy Laboratories	water sample	\$ 52.00
8260	Anita M Bartlett	mileage	\$ 236.37
AP	IRS	tax deposit	\$ 1,191.52
8261	Anita M Bartlett	salary	\$ 1,879.22
<b>Grand Total</b>			<b>\$ 23,296.11</b>

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

## **BUSINESS:**

### **1. EWP Projects Update**

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

-Barnum is completing the seeding on the Harlan Project today and plan on seeding and moving the fence on the Moffett site tomorrow May 11<sup>th</sup>. They have seeded the majority of the Gosney project site and will complete the rest when they return to install the remaining toe wood and rock structure.

-There is approximately \$161,000 left to be completed/invoiced across the three projects, this includes engineering costs.

-Reimbursements have been filed but have not been received. There is \$271,193.34 in reimbursements submitted to the NRCS, WY Game & Fish Depart, and the WWNRT. We should have these funds in the next month.

-There is also a change order that needs approved. This change order is for the additional toe wood and rock structure that needs to be installed at the Gosney project and the fence installation/moving at the Gosney and Moffett projects. Wade Curuchet moved to accept the Change Order #4 submitted by WWC Engineering/Barnum Inc. Kevin Lund Second. Motion Carried.

### **2. Local Work Group Meeting**

-Anita Bartlett stated that the Local Work Group meeting is Monday, May 16<sup>th</sup> at 10 am in Buffalo at the Fire Hall. Allison McKenzie asked if the board had any priorities or comments that they would like brought forward to the LWG. Priorities work discussed and they stated they would like the priorities to stay focus on stock water and on field irrigation practices.

### **3. Black Hills Natural Resource Youth Camp**

-Anita Bartlett discussed with the board if considering her current health issues if they would be willing to pay the \$220 for the camp to hire a chaperone to take her place or if they would still like her to attend the camp. This is an option within the Camp MOU. Tom Harlan moved to take the option of paying the \$220 for a chaperone at the BHNRY Camp instead of sending Anita Bartlett this year. Wade Curuchet second. Motion Carried.

-Anita Bartlett asked the Board if they would once again like to pay the registration fee for any youth from Kaycee that would like to attend camp. Kevin Lund moved to pay for any youth from Kaycee that would like to attend the BHNRY Camp. Wade Curuchet second. Motion Carried.

### **4. Employee Agreement**

-Anita Bartlett presented to the Board the updated employee agreement that reflects the raise that will take effect July 1. Wade Curuchet moved to approve the presented employee Agreement. Kevin Lund Second. Motion Carried.

### **5. District Report**

-The District Manager's Report was discussed.

**6. NRCS Field Office Report**

-Allison McKenzie was unable to attend the meeting so no report was given.

**7. Draft Budget**

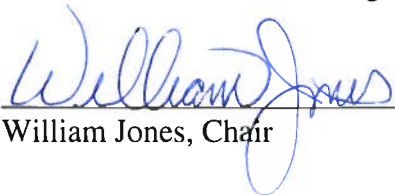
-The Board of Supervisors and District Manager Anita Bartlett went through the draft budget presented to finalize a proposed FY 22-21 Budget to submit for review.

The next regular Board Meeting was scheduled for Tuesday, June 14, 2022, at 6:30pm. Wade Curuchet moved to adjourn the meeting, Tom Harlan Second. Motion carried 8:55pm.

Respectfully Submitted:



Anita M. Bartlett, District Manager



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William Jones, Chair



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Wade Curuchet, Secretary/Treasurer