

**Powder River Conservation District
Monthly Board Meeting
December 12, 2023**

Supervisors Present:

Wade Curuchet
Tom Harlan
George Renkert
Kevin Lund
Bill Jones

Others Present:

Anita Bartlett, District Manager

The regular board meeting was called to order by Board Chair Bill Jones at 5:30 p.m.

Wade Curuchet moved to accept the minutes from the November 13, 2023, regular Board Meeting. Tom Harlan second. Motion Carried.

The Treasurer's Report was reviewed as follows:

Checking	\$ 200,661.87
Savings	\$ 587,066.08
Petty Cash	\$ 5.25
Total	\$ 787,733.20

DECEMBER MONTHLY EXPENSES

<u>Check #</u>	<u>TO</u>	<u>Memo</u>	<u>Amount</u>
8576	Wyoming.com	website	\$ 40.00
8578	Anita M Bartlett	salary	\$ 1,998.52
8577	WACD	Insurance	\$ 43.90
8579	Visa	convention/office supplies	\$ 1,414.45
8580	Susan Anderson	rent	\$ 443.02
8581	Joyce Black	janitorial	\$ 250.00
8582	Arbor Day Foundation	dues	\$ 25.00
8583	Powder River Energy Corp	utilities	\$ 112.14
8584	Clifty View Nursery	tree deposit	\$ 293.88
8585	Montana-Dakota Utilities Co	utilities	\$ 68.47
8586	Kaycee General Store	Office supplies	\$ 20.98
8587	Range	utilities	\$ 88.60
8588	Skip Forbes	snow removal	\$ 25.00
8589	Town of Kaycee	utilities	\$ 94.00
8590	WEBT	Insurance	\$ 891.03
8591	Kevin Lund	mileage-WACD Convention	\$ 222.70
8592	Anita M Bartlett	mileage-STAC Meeting	\$ 98.25
8593	Anita M Bartlett	salary	\$ 1,998.53
AP	IRS	Tax Deposit	\$ 1,254.38
Grand Total			\$ 9,382.85

Tom Harlan moved to approve the Treasurer's Report, the October Savings account reconciliation, the November Checking Account reconciliation and to accept payment of all bills. Wade Curuchet Second. Motion Carried.

BUSINESS:

1. WACD Convention Report

-Kevin Lund and Anita Bartlett gave a brief overview of the WACD Convention held in November.

2. Grant Progress

-Anita Bartlett stated that she is still waiting for FEMA to put out their grant application. Game & Fish may have some engineering funds and could possibly match the FEMA grant. They also have a pool of money that could address the engineering need for Elm's diversion. Travis Cundy with Game and Fish is coming next week to look at both projects.

3. Vacation Leave Request

-Anita Bartlett requested leave approval for January 10-17, 2024. Wade Curuchet moved to approve Anita Bartlett's leave request for January 10-17, 2024. Kevin Lund Second. Motion Carried.

4. Christmas Bonus

-Wade Curuchet moved to give Anita Bartlett a \$600 Christmas Bonus. Tom Harlan second. Motion Carried.

5. District Report

-The District Manager's Report was discussed.

6. NRCS Field Office Report

-The NRCS Field Office Report was discussed.

The next regular Board Meeting was scheduled for Tuesday, January 9, 2024, at 6:30pm. George Renkert moved to adjourn the meeting, Kevin Lund Second. Motion carried 6:24 pm.


Respectfully Submitted:



Anita M. Bartlett, District Manager



William Jones, Chair


Wade Curuchet, Secretary/Treasurer