

**Powder River Conservation District  
 Monthly Board Meeting  
 May 12, 2020**

**Supervisors Present:**

Kevin Lund  
 Wade Curuchet  
 Dan Mahoney  
 Bill Jones

**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 April 14, 2020 regular Board Meeting. Dan Mahoney Second. Motion Carried.

The Treasurer's Report was reviewed as follows:

Checking	\$ 97,032.24
Savings	\$ 709,871.24
Petty Cash	\$ <u>2.63</u>
Total	\$ 806,906.11

**MAY MONTHLY EXPENSES**

<u>Check #</u>	<u>TO</u>	<u>Memo</u>	<u>Amount</u>
7799	Visa		\$ 293.84
7800	Anita M Bartlett	mileage	\$ 76.48
7801	Anita M Bartlett	salary	\$ 1,676.11
7802	Susan Anderson	rent	\$ 443.02
7803	Joyce Black	janitorial	\$ 250.00
7804	Powder River Energy Corp	utilities	\$ 92.95
7805	Blue Cross Blue Shield of WY	insurance	\$ 735.46
7806	Montana-Dakota Utilities Co	utilities	\$ 51.86
7807	Kaycee General Store	educational supplies	\$ 4.79
7808	RT Communications	utilities	\$ 87.29
7809	WACD	Dental Insurance May/June	\$ 59.25
7810	Clifty View Nursery	trees	\$ 1,156.50
7811	Town of Kaycee	utilities	\$ 59.75
7812	CO SFS Nursery	seedling trees	\$ 448.00
7813	Clear Creek CD	Weed Barrier/Composter/R. Barrel	\$ 365.00
7814	Anita M Bartlett	mileage	\$ 138.00
7815	Anita M Bartlett	salary	\$ 1,676.11
AP	IRS	Tax Deposit	\$ 1,014.64
<b>Grand Total</b>			<b>\$ 8,629.05</b>

Wade Curuchet moved to approve the Treasurer's Report, April Checking and Savings Account Reconciliations and to accept payment of all bills. Kevin Lund Second. Motion Carried.

## **BUSINESS:**

### **1. EWP Letter of Extension**

-Anita Bartlett stated that she had written a 60-day extension letter to the State Conservationist for the current EWP Agreement. The extension letter needs approval and signed before it can be sent in. Dan Mahoney moved to approve, sign and send the 60-day EWP Letter of Extension. Wade Curuchet second. Motion Carried.

### **2. 2021-2025 Long Range Plan Survey Results**

-Anita Bartlett informed the board there were not a lot of replies to the long-range plan survey that was sent out but a lot of the comments were directed towards noxious/invasive weeds. This may need to be a bigger focus in our plan. The board reviewed the results.

### **3. Election Notice**

-Anita Bartlett presented the board with the election notice sent out by the WY Department of Ag. The following board members are up for re-election this year: Wade Curuchet (rural), George Renkert (rural), and Bill Jones (Urban).

### **4. Legal Fund**

-Anita Bartlett stated that we had not utilized any of or legal fund this fiscal year and was wondering if we wanted to pass some of that onto WACD for the legal issues they assist the districts with. Wade Curuchet moved to send \$500 to the WACD for legal issues. Dan Mahoney second. Motion Carried.

### **5. Household Hazardous Waste Day**

-Anita Bartlett informed the board that the Household Hazardous Waste Day was scheduled for Saturday, May 30, 2020 from 9am-3pm. In the past the district has sent up \$1,000 to assist with the cost do we want to do so again. Wade Curuchet moved to send \$1,000 to Clear Creek Conservation District to assist with the cost of the Household Hazardous Waste Day. Kevin Lund second. Motion Carried.

### **6. Employee Review**

-Wade Curuchet moved to go into executive session for the purpose of an employee review. Kevin Lund Second. Motion Carried at 7:21pm.

-Kevin Lund moved to come out of executive session. Dan Mahoney second. Motion Carried at 7:54 pm.

-Kevin Lund moved to give Anita Bartlett a \$1,500 raise to take effect in FY 2020-2021 as decided in the executive session. Dan Mahoney second. Motion Carried.

### **7. 2020-2021 Proposed Budget**

-Anita Bartlett presented the budget form for the 2020-2021 Proposed Budget. The board worked their way through the budget form to make a proposed Budget for the FY 2020-2021.

### **8. District Report**

-The District Manager's Report was discussed.

**9. NRCS Field Office Report**

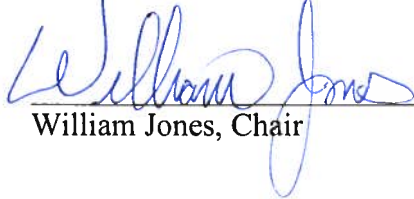
-The NRCS Field Office Report was discussed.

The next regular Board Meeting was scheduled for Tuesday, June 9, 2020 at 6:30pm. Dan Mahoney moved to adjourn the meeting, Kevin Lund Second. Motion carried 9:27 pm.

Respectfully Submitted:



Anita M. Bartlett, District Manager



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William Jones, Chair



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Wade Curuchet, Secretary/Treasurer