

WASHAKIE COUNTY CONSERVATION DISTRICT
208 Shiloh Road
WORLAND, WYOMING 82401

MINUTES OF MONTHLY BOARD MEETING

The Washakie County Conservation District (WCCD) held their monthly board meeting on Monday, October 19, 2020 at 7:00 p.m. at the USDA Service Center in Worland, Wyoming. WCCD Board members in attendance included Dave Slover (via teleconference), Dan Rice, Susan Pennington and Charley Orchard (via teleconference). Also, in attendance was WCCD Director, Amanda O'Keefe and USDA-NRCS DC, Laura Galloway.

Dave appointed Dan to facilitate the meeting. Dan called the WCCD board meeting to order at 7:04 p.m.

Charley made a motion to approve the WCCD October 19, 2020 board meeting agenda. Dave seconded the motion. Motion carried.

The WCCD Board reviewed the draft for the September 21, 2020 board meeting minutes. Charley made a motion to accept the minutes. Dave seconded the motion. Motion carried.

FINANCIAL REPORT:

Amanda reported the following financial account balances: WCCD main checking account (ending 3537); \$3,965.30, Money Market account (ending 3596); \$68,488.57, Emergency Reserve Money Market account (ending 0843); \$77,582.32, Depreciation Reserve Savings account (ending 5209); \$4,037.66. The CD Account balance was not presented. The September 30, 2020 Bank Statements for all accounts were provided and reconciled by Dan Rice.

Amanda reported that the mill levy funding received to date is \$27,540.33.

Amanda provided the Board with the Monthly Expenditure Report. Dave made a motion to accept the expenditures. Susan seconded the motion. Motion carried. The following expenditures were approved:

Date	Payment To	Invoice Number	Check Number	Amount
9/30/2020	Amanda O'Keefe	9148	Electronic	\$1,958.86
9/30/2020	Halli Caines	9149	Electronic	\$2,029.77
9/30/2020	Dusty Vail	9150	Electronic	\$ 216.10
9/30/2020	Pinnacle Bank HSA	9151	Electronic	\$ 258.33
9/30/2020	Big Horn Federal HSA	9152	Electronic	\$ 208.33
9/30/2020	VSP of Wyoming	9153	Electronic	\$ 20.86
9/30/2020	BCBS of Wyoming	9154	Electronic	\$1,827.00
9/30/2020	IRS	9155	Electronic	\$1,114.14
9/30/2020	Wyoming Retirement System	9156	8413	\$1,058.53
9/30/2020	Dave Slover	9157	8414	\$ 148.48
9/30/2020	Dan Rice	9158	8415	\$ 261.00
9/30/2020	Vance Lungren	9159	8416	\$ 5.80
9/30/2020	Charley Orchard	9160	8417	\$ 353.80
9/30/2020	Susan Pennington	9161	8418	\$ 28.42
10/1/2020	Department of Workforce Services	9162	Electronic	\$ 547.65
10/1/2020	UW Extension Services	9163	8387-VOID	\$ (250.00)
10/9/2020	Ten Sleep National Honor Society	9164	8419	\$ 73.83

10/9/2020	RT Communications	9165	8420	\$ 112.83
10/9/2020	WACD	9166	8421	\$ 314.00
10/9/2020	USPS	9167	8422	\$ 240.00
9/24/2020	Northern Wyoming News	9168	8423	\$ 84.00
10/12/2020	Amanda O'Keefe	9169	8424	\$ 6.30
10/12/2020	Chase Bank	9170	8425	\$ 393.08

DC REPORT

Amanda provided the WCCD Board with the DC report for October 2020 prior to the meeting. Laura provided the following updates: Office moves to Phase 3 Covid restrictions which allow staff to return to office, and visitors to office must wear a mask; EQIP specs and other tasks being done as needed; CSP contracts paid by Nov 1st; field visits documentation on needs for FSA for Emergency Conservation Drought Program; New fiscal year and working on division ranking questions; attending STC and on a Statewide Management Workload Tools Team; working with Cathy Rosenthal for NRCS apprenticeship; Emma Allen to return to office on November 2nd.

EMPLOYEE REPORTS:

Amanda provided the WCCD Board with her September 2020 Timesheet and gave the WCCD Board and provided an update on the following: BLM Cooperating Agency comments submitted for Grazing Regs EIS; Quarterly WDEQ grant quarterly reporting and project updates; Site visit at WY Sugar Co. for maintenance follow up on Russian Olives and Salt Cedar eradication with Blaise Allen NRCS; Cottonwood Grass Creek & Nowood WID Elections ballots mailed; Susan will assist in canvassing for Cottonwood Grass Creek WID election; Horse Gulch Outreach responses received.

Amanda provided the WCCD Board with Halli Caine's monthly report. Discussion was had on Boundary signs and need for Utility Line location prior to installation of Gooseberry Sign; Nowood Watershed Stock Water Development Phase 1 grant extension and deadline and need for a timeline of work to be performed.

BOARD MEMBER REPORTS:

Dan provided an overview of the South Big Horn Conservation District Meeting regarding the Alkali Reservoir project and the document review. Both Conservation Districts agree that Boards do not need to approve the documents regarding share applications.

OLD BUSINESS

Amanda provided the WCCD Board with the signed meeting minutes for the Area III Meeting held on September 10, 2020.

NEW BUSINESS

WCCD November 2020 Board Meeting: Due to conflict with WACD Annual Convention, a request to change Board Meeting from November 16, 2020 to November 23, 2020. Charley made a motion to approve the request. Susan seconded the motion. Motion carried. Amanda will reach out to Ten Sleep Library and Ten Sleep Town Hall about use of facilities for our Ten Sleep meetings moving forward.

WACD Convention: Agenda Review: WCCD Board discussed attendance for convention being held in Torrington on November 16-18, 2020, Dan Rice will be in attendance. WCCD Board members will review the WACD Policies scheduled to Sunset in 2020 and provide Amanda by Nov 10th with their position to be compiled for our Voting Delegate to present at meeting. WACD/NACD SRM Resolution were presented to WCCD Board for a vote of support. Dave made a motion in favor of support of the resolution. Charley seconded the motion. Motion carried.

NCF Fall Campaign 2020: WCCD Board recommended to review support of NCF in next fiscal year.

WWA Annual Meeting: WCCD Board was advised of Annual Meeting coming up on Thursday, October 29, 2020 and advised to attend. Amanda O'Keefe and Halli Caines will be in attendance (virtually).

BNF Steering Committee Virtual Fieldtrip: Amanda provided the WCCD Board the slideshows from the BNF Virtual Steering Committee meeting that was held on October 8, 2020. Amanda & Halli were both in virtual attendance for the duration of the meeting.

LWG Meeting: South Big Horn CD will be hosting the 2021 Local Work Group meeting in January 2021. Exact date TBD.

BNF Invasive and Other Select Plant Management Project: Amanda provided WCCD Board with an update on the document schedule. June 2021 Draft EIS with comment period, October 2021-December 2021 Final EIS for public review.

Wyoming Weed & Pest Annual Meeting: Amanda provided WCCD the draft agenda for the Wyoming Weed & Pest Annual Meeting to be held on November 3-4, 2020.

Executive Session – The WCCD Board adjourned into executive session at 8:10 p.m. to conduct a personnel review.

The WCCD Board meeting was reconvened at 9:08pm.

The WCCD Board meeting adjourned at 9:09 p.m.

Respectfully submitted by Amanda O'Keefe, Director November 3, 2020.

<u>Dean Rice</u>	<u>11-23-2020 for Dave</u>
CHAIRMAN	DATE
<u>Vance Kungur</u>	<u>12-4-20</u>
SECRETARY/TREASURER	DATE