



WASHAKIE COUNTY CONSERVATION DISTRICT MINUTES OF MONTHLY BOARD MEETING

The Washakie County Conservation District (WCCD) held their monthly board meeting on Monday, April 17, 2023 at the USDA Service Center located at 208 Shiloh Road, Worland, Wyoming. WCCD Board members physically present included Daniel Greet, Charley Orchard, Keith Bower, Susan Pennington, and Jaci Harkink. District Manager, Amanda O'Keefe and Education Coordinator Janet Hofmann were also in attendance, as well as NRCS Soil Conservationist Kaile Brant. The guest present was Shreve Stockton.

Chairman Daniel Greet called the meeting to order at 7:03 pm.

Charley made a motion to approve the agenda. Keith seconded the motion. Motion carried.

Keith made a motion to approve the March 20, 2023 meeting minutes. Jaci seconded the motion. Motion carried.

FINANCIAL REPORT

Charley made a motion to approve the monthly expense report. Keith seconded the motion. Motion carried. Expenses approved are listed below.

| Date | Payment To | Invoice Number | Check Number | Amount |
|-----------|----------------------------------|----------------|--------------|-------------|
| 3/29/2023 | Range | 9687 | Electronic | \$ 103.52 |
| 3/31/2023 | Amanda O'Keefe | 9688 | Electronic | \$ 2,966.30 |
| 3/31/2023 | Janet Hofmann | 9689 | Electronic | \$ 2,531.64 |
| 3/31/2023 | Big Horn Federal HSA | 9690 | Electronic | \$ 100.00 |
| 3/31/2023 | Big Horn Federal HSA | 9691 | Electronic | \$ 416.66 |
| 3/31/2023 | Internal Revenue Service | 9692 | Electronic | \$ 1,568.14 |
| 3/31/2023 | Wyoming Retirement System | 9693 | Electronic | \$ 1,357.48 |
| 4/3/2023 | Department of Workforce Services | 9694 | Electronic | \$ 490.66 |
| 3/16/2023 | Northern Wyoming News | 9695 | 8666 | \$ 107.50 |
| 3/31/2023 | WACD | 9696 | 8667 | \$ 44.95 |
| 4/4/2023 | Kennedy Ace Hardware | 9697 | 8668 | \$ 8.99 |
| 4/17/2023 | WEBT | 9698 | 8669 | \$ 1,448.05 |
| 4/6/2023 | WACD | 9699 | 8670 | \$ 44.95 |
| 4/17/2023 | Chase Cardmember Services | 9700 | Electronic | \$ 962.80 |
| 4/17/2023 | Washakie County Fair | 9701 | 8671 | \$ 75.00 |

Amanda also provided the following for the Board to review:

- FYTD 2023 Budget vs Actual as of April 17, 2023
- FYTD 2023 Mill Levy Funding, \$181,275.12

Amanda provided the Bank Balance report showing the following balances as of April 17, 2023: WCCD main checking account (ending 3537): \$2,138.75, Money Market account (ending 3596): \$129,218.53, Emergency Reserve Money Market account (ending 0843): \$80,345.08, Depreciation Reserve Savings account (ending 5209): \$6,102.43, Restricted Reserve account (ending 4407): \$14,340.87, Employee Benefit Reserve (ending 5624): \$4820.00; Technical Assistance Reserve (ending 5632): \$27,000.00; Petty Cash: \$13.00 and Pinnacle Bank CD: \$17,460.19.



Security State Bank

Amanda advised the Board that the new Technical Assistance and Employee Benefit reserve accounts were set up in error by the bank as Checking Accounts and not savings accounts. The Board will need to approve the change over to a savings or money market account, whichever has the best interest rate, at the next board meeting. Jaci will sign the paperwork required to change the account status.

BLM Proposed Public Land Rule

Amanda provided the Board with the release of the Public Lands Proposed Rule by the BLM. This will be posted in the Federal Register shortly and a public comment period will be open. The Board discussed a few points from the proposed rule. No motion was needed, as this was only up for discussion until the actual proposed rule is released.

Nowood WID

Amanda provided the Board with a copy of the April 3, 2023 meeting agenda.

Cottonwood Grass Creek WID

Amanda was able to attend the WID meeting on April 7, 2023 for the first half where discussion took place about dissolving the WID. Justin Caudill from Wyoming Dept of Ag and all current WID Board Directors were present. Also in attendance were two members of the public. Justin advised the WID on what actions were needed to dissolve the WID, which should include notifying the Conservation District Board Supervisors in both counties of their intent, then making a formal request to both county Commissioners for the dissolution. One of the guests present voiced his opinion that the WID should not be dissolved because it acts as a tool for funding for future projects. At this time, my phone dropped the call as I was traveling. No motions were made to dissolve at this time.

Working Lands Workshop

Amanda provided the Board with the sponsorship request for the Working Lands Workshop with Nicole Masters in Sheridan August 8-9, 2023.

OTHER BUSINESS

Jaci requested an opportunity to discuss the Cost Share programs and how to solicit projects, specifically ranching and urban projects. The Board reviewed the Special Discretionary Funding Application and the type of projects that are listed on that application. Suggestions were to start marketing the program and available projects more often through Facebook and other outreach avenues. It was also recommended that we look at developing a ranking sheet for this program.

The WCCD Board meeting adjourned at 9:07 pm.

Respectfully submitted by Amanda O'Keefe, District Manager on May 9, 2023.


CHAIRMAN _____ DATE 5/15/23 _____


SECRETARY/TREASURER _____ DATE 5/15/23 _____