

WASHAKIE COUNTY CONSERVATION DISTRICT
208 Shiloh Road
WORLAND, WYOMING 82401

MINUTES OF MONTHLY BOARD MEETING & BUDGET HEARING

The Washakie County Conservation District (WCCD) held their monthly board meeting on Monday, July 16, 2018 at 7:00 p.m. in Ten Sleep at the Senior Citizens Center. WCCD Board members in attendance included; Vance Lungren, Charley Orchard, Dan Rice, and Susan Pennington. Also, in attendance was WCCD Director Victoria Dietz, and NRCS District Conservationist Laura Galloway.

Dan called the WCCD board meeting to order at 7:00 p.m.

Charley made a motion to approve the WCCD July 16, 2018 board meeting agenda. Vance seconded the motion. Motion carried.

The WCCD Board reviewed the June 18, 2018 board meeting minutes. Charley made a motion to approve the June 18, 2018 minutes as read. Vance seconded the motion. Motion carried.

FINANCIAL REPORT:

Tori reported the following financial account balances: WCCD main checking account; -\$22,007.89, Main Money Market account; \$124,208.17, Emergency Reserve Money Market account; \$76,372.06, Depreciation Reserve Savings account; \$1,005.57, and CD balance; \$16,738.85. The June 2018 bank statements for all accounts were reconciled by Tori Dietz and all reconciliation reports were provided. Tori reported that the mill levy funding received to date was \$1,602.30.

Tori provided the WCCD Board with the monthly expenditure spreadsheet report from June 19, 2018 through July 16, 2018. Charley moved to accept the monthly expenditure and financial report. Susan seconded the motion. Motion carried.

The following vouchers were reviewed and approved:

Date	Payment To	Invoice Number	Check Number	Amount
6/27/2018	Verizon Wireless	8555	8006	\$10.00
6/27/2018	South Flat Land & Livestock	8556	8007	\$3,400.00
6/27/2018	Victoria Bales	8557	8008	\$100.00
6/28/2018	Melanie Dedic	8558	8009	\$161.87
6/28/2018	Dan Rice	8559	8010	\$100.83
6/28/2018	Charley Orchard	8560	8011	\$132.98
6/28/2018	Vance Lungren	8561	8012	\$6.54
6/28/2018	Dave Slover	8562	8013	\$104.64
6/28/2018	Susan Pennington	8563	8014	\$24.53
6/28/2018	Dusty Vail	8564	Electronic	\$432.20
6/28/2018	Karen Fenton	8565	Electronic	\$1,430.66

6/28/2018	Melanie Dedic	8566	Electronic	\$544.27
6/28/2018	Victoria Dietz	8567	Electronic	\$2,010.18
6/28/2018	Security State Bank	8568	Electronic	\$1,314.78
6/28/2018	Wyoming Retirement System	8569	8015	\$940.25
6/28/2018	BlueCross BlueShield	8570	8016	\$1,410.09
6/28/2018	Dept. of Workforce Services	8571	Electronic	\$512.35
6/28/2018	Otter Creek Grazing Assoc.	8572	8017	\$10,000.00
6/29/2018	Wyoming Retirement System	8573	Electronic	\$1,000.00
7/2/2018	Karen Fenton	8574	8018	\$555.00
7/2/2018	R.T. Communications	8575	8019	\$105.77
7/2/2018	Wyo. Ag in the Classroom	8576	8020	\$250.00
7/2/2018	Fluckiger Consulting	8577	8021	\$400.00
7/2/2018	Meeteetse Conservation District	8578	8022	\$135.00
7/2/2018	Wyoming Educators Life Trust	8579	8023	\$27.76
7/2/2018	WACD	8580	8024	\$65.90
7/5/2018	Daily News	8581	8025	\$258.00
7/5/2018	Big Horn Radio Network	8582	8026	\$87.52
7/10/2018	Cardmember Services	8583	8027	\$194.23
7/16/2018	Washakie County Solid Waste Dist.	8584	8028	\$180.00
7/16/2018	WACD	8585	8029	\$9,917.00
7/16/2018	High Plains Power	8586	8030	\$456.63

DC REPORT:

Laura Galloway provided the following DC Report, which Tori emailed to the WCCD Board previous to the WCCD Board meeting, as follows:

Assistance given to the District: South Flat L&L Pipeline (2 people), Gooseberry Evaluation Day (2 people), Otter Creek Solar System (2 people), Sam Ray Solar System (2 people)

CTA Assistance: Phone calls with assistance on Soils, Irrigation Water Management, and Grazing Plans, streambank erosion problems, fencing, pollinator planting and cover crop seeding.

EWP: Paxton Berm – waiting on update from state cultural resource specialist.

EQIP

- Received addition funds for one additional contract.
- Have done quite a few as-builts, modifications, and project checks for active contracts.

Other Information

- I have been working on the new ranking sub-accounts for Div I.

- Holden is on Leave – He and his wife Emmy had a second baby boy Sunday July 8th.
- We are in the planning stages of holding a Women’s Ag Expo with FSA, the Extension and the District.

EMPLOYEE REPORTS:

Tori provided the WCCD Board with her June Timesheet and reported on the following: Emergency Watershed Protection (EWP) Paxton Berm Update; NACD Technical Assistance Grant Update; Gooseberry Evaluation Day Report; Rural Cost Share Program Projects Completed (Otter Creek Grazing - PV Solar & South Flat Land & Livestock - Buried Pipeline); Big Horn River Level I Study Update; and Renew U Recycling Request for funding.

Tori requested that, for the next round of engineering designs under the NACD TA Grant, that Donell Fluckiger be considered for the design work. Dan asked what WCCD’s procurement policy stated, regarding hiring for services. Tori read the WCCD’s policy, stating that services hired under \$75,000 would need to be posted on the publicpurchase site for at least 10 days. Tori asked Laura Galloway for assistance in gathering up the information needed for the National Water Quality Initiative (NWQI) pivots that funds were recently obligated for.

Melanie Dedic’s monthly report was provided to the WCCD Board previously via email.

Karen Fenton’s monthly report was provided to the WCCD Board previously via email.

OLD BUSINESS

WCCD Board Members Up for Re-Election Reminder – Tori stated that Dan Rice, Charley Orchard, and Vance Lungren are up for re-election this year, and the filing date is between August 8th and August 27th.

Wyoming Public Land Initiative (WPLI) Comments – Tori provided the WCCD Board with information from Karen Fenton regarding the WPLI, a copy of the final comment letter Karen had developed on behalf of the WCCD Board, and a copy of the support letter from the Wyoming Association of Conservation Districts (WACD), for WCCD’s comments. Discussion was held. Tori stated that she would forward the WCCD’s WPLI comment letter to the Wyoming Department of Ag.

WACD Awards Considerations – Tori provided the WCCD Board with a list of award categories from WACD, to consider for any nominations. Discussions were held, but no nominees were decided upon.

FY 2019 Draft Budget Review - Budget Hearing – Dan called the WCCD Budget Hearing to order at 8:00 p.m. The WCCD Board reviewed and discussed the budget. No public was present. Charley made a motion to approve the WCCD’s FY 2019 budget to include the following Reserve Account actions: Add \$1,000.00 to the Depreciation Reserve Account; Add \$15,000.00 to the Other Restricted Fund Reserve Account; Add \$7,105.00 and Deduct \$12,033.00 for “Planned to Spend” to the Emergency Reserve Account. Vance seconded the motion. Motion carried. The WCCD Budget Hearing was adjourned at 8:30 p.m.

NEW BUSINESS

Big Horn Forest Steering Committee Field Trip – Tori provided an email from the Big Horn Forest announcing the upcoming Big Horn Forest Steering Committee Field Trip on August 28th from 10:00 a.m. to 3:30 p.m., on the Tongue Ranger District. Tori stated that the agenda is not yet available.

Executive Session - Outdoor Education Specialist Performance Review – Susan made a motion to adjourn the regular WCCD Board meeting and go into Executive Session at 8:33 p.m. Charley seconded the motion. Motion carried. The WCCD Board discussed and reviewed the Performance Review conducted for Melanie Dedic, by Tori Dietz. The Executive Session was adjourned at 8:40 p.m.

The WCCD Board reconvened their regular WCCD Board meeting at 8:41 p.m. Charley made a motion to approve the performance review for Melanie Dedic. Vance seconded the motion. Motion carried.

Susan asked Tori what kind of response Melanie was getting for her upcoming Outdoor Classroom activities and suggested that if she wasn't filling her classes, that she might look into posting on the Community Garden Facebook Page, manning a table at the Washakie County Fair, and/or manning a table at the Farmers Market.

OTHER BUSINESS

Wyoming Natural Resource Foundation (WNRF) Fundraiser – Tori announced that she and Dan had tickets available for the fundraiser for WNRF, in which the tickets are \$25 each and 1st prize was a Gator and the 2nd prize a rolling tool cabinet.

GENERAL CORRESPONDENCE

NACD News 05192018; SageGrouse ROD; Governor Supports Grizzly Hunt Rule; NACD Clips 06222018; Governor Supports Coal EIS; NRCS State Technical Team Meeting Announcement; Farming with Beneficial Insects Course; Sage Grouse Forest Plan Amendment; NACD News 06262018; NACD Clips 06292018; Big Horn Forest SOPA; Sage Grouse Bulletin; NACD eResource News; NACD Clips 07092018; Forest Service Cooperators Meeting; NACD News 07102018;

The WCCD Board meeting was adjourned at 8:45 p.m.

Date: July 17, 2018

Respectfully submitted by: Victoria Dietz, Director

Richard W. Stever 8/22/18
CHAIRMAN DATE

Dan Rice ✓ chair 8-20-18
SECRETARY/TREASURER DATE