

**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, May 16, 2022, at the Town Hall in Ten Sleep, Wyoming. WCCD Board members present included Dan Rice, Susan D. Pennington, Daniel Greet and Charley Orchard. In Person attendance also included WCCD Director Amanda O’Keefe, guest Ten Sleep 6th grade teacher Wade Moore and students Porter Stiffney and Karidee Gossens, and their mothers Megan Stiffney and Kady Gossens. In virtual attendance were NRCS District Conservationist Emma Allen and guest James Michel.

Dan Rice called the meeting to order at 7:03 pm.

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

Charley made a motion to approve the April 18, 2022 board meeting minutes. Susan seconded the motion. Motion carried.

**FINANCIAL REPORT**

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

<b>Date</b>	<b>Payment To</b>	<b>Invoice Number</b>	<b>Check Number</b>	<b>Amount</b>
4/25/2022	WyRED	9495	8569	\$ 1,000.00
4/25/2022	John Ben Vega	9496	8570	\$ 17.55
4/29/2022	Range	9497	Electronic	\$ 113.29
4/29/2022	Halli Caines	9498	Electronic	\$ 1,577.27
4/29/2022	Amanda O'Keefe	9499	Electronic	\$ 2,649.44
4/29/2022	Ben Vega	9500	Electronic	\$ 312.14
4/29/2022	Big Horn Federal HSA	9501	Electronic	\$ 50.00
4/29/2022	Big Horn Federal HSA	9502	Electronic	\$ 208.33
4/29/2022	Wyoming Retirement	9503	Electronic	\$ 1,190.51
4/29/2022	IRS	9504	Electronic	\$ 1,128.84
4/29/2022	BCBS of Wyoming	9505	Electronic	\$ 2,993.00
4/29/2022	VSP of Wyoming	9506	Electronic	\$ 20.86
4/29/2022	WACD	9507	8571	\$ 750.00
4/29/2022	Worland TS Chamber of Commerce	9508	8572	\$ 200.00
5/4/2022	Washakie County Weed & Pest	9509	8573	\$ 7,000.00
5/5/2022	Chase Cardmember Services	9510	Electronic	\$ 1,940.92
4/19/2022	Energy Labs	9511	8574	\$ 144.40
5/11/2022	WACD	9512	8575	\$ 295.80

5/12/2022	WASD	9513	8576	\$ 100.00
5/12/2022	Dan Rice	9514	8577	\$ 33.60
5/12/2022	Vance Lungren	9515	8578	\$ 4.48
5/12/2022	Charley Orchard	9516	8579	\$ 146.72
5/12/2022	Susan Pennington	9517	8580	\$ 33.04
5/12/2022	Daniel Greet	9518	8581	\$ 51.52

Amanda also provided the following for the Board to review:

- FYTD Budget vs Actual as of May 12, 2022
- FYTD Mill Levy Funding, \$142,298.93
- FY21 to FY22 Mill Levy Comparison

Amanda provided prior to the meeting the Bank Balance report showing the following balances as of May 12, 2022: WCCD main checking account (ending 3537): \$-9,298.51, Money Market account (ending 3596): \$112,526.75, Emergency Reserve Money Market account (ending 0843): \$77,889.48, Depreciation Reserve Savings account (ending 5209): \$5,064.57, Restricted Reserve account (ending 4407): \$4,303.56, Petty Cash: \$23.00 and Pinnacle Bank CD: \$17,377.92.

The April 30, 2022, bank statements and credit card statements were provided, and reconciled on May 10, 2022 by Amanda O'Keefe.

## DC REPORT

Emma Allen, District Conservationist for Worland, was present virtually and provided an update on: EQIP not expected to receive any additional funding; Designs for Water Smart Program projects are being completed; Final AMA project (high tunnel) approved; CSP had 2 eligible applications this year and ranking is due on June 6, 2022; Emma will partake in the NW Leadership Development Program; Emma and Laura Galloway will give a presentation on soils at the Women in STEM Conference at Central Wyoming College.

## EMPLOYEE REPORTS

Amanda updated the board on the following: Hazardous Household Waste event had 126 completed surveys and event was successful; WDA Water Quality grant application was completed; Utilized approximately \$2,000 in WDA Lab Funds which expire June 1, 2022; virtually attended Bighorn Forest Steering Committee meeting; met with various agency representatives to discuss potential weather station in Ten Sleep badlands; potential new urban program for composting bins was added to budget; all administrative tasks completed.

Amanda provided a copy of her April 2022 timesheet, WDA Water Quality grant application, and the Facebook Insights for April 2022. A copy of Halli Caine's May monthly report was also included.

## BOARD MEMBER REPORTS

Charley Orchard provided the Board with an update on the proposed Ten Sleep Badlands weather station.

## OLD BUSINESS

Hazardous Household Waste Day: Funds were released from FY2021 and FY2022 (\$7,000) and approved in the monthly expenditures. Event was held on May 14, 2022 at the Worland Landfill. Approximately 126 residents attended.

BLM Worland Field Office RMP: A copy of the comments that were provided regarding the amendments to the RMP for the WFO were provided for the board to see.

**NEW BUSINESS**

Teton Science School: Ten Sleep teacher Wade Moore along with students Porter and Karidee did a presentation on their trip to Teton Science School in March. WCCD provided sponsorship for this trip during the FY2021 budget, but due to Covid it was delayed until this year. Mr. Moore made a request for future sponsorship.

Rural Cost Share Applications, Batch #4 FY2022: The final batch for this fiscal year included two applications, both from James Michel of Michel Enterprises, LLC. Both were for cost share on electrical for center pivot systems being installed with financial assistance through NRCS.

- Application #1 (Center Pivot West) Lower Hanover Canal to Big Horn River was ranked. Charley made a motion to approve up to \$5,000.00 cost share assistance for electrical. Susan seconded the motion. Motion carried.
- Application #2 (Center Pivot West) Highland Hanover Canal to Big Horn River was ranked. Susan made a motion to approve up to \$5,000.00 cost share assistance for electrical. Charley seconded the motion. Motion carried.

FY2023 Draft Budget: Amanda presented the draft budget for FY2023 for the Board to review. The addition of funds for Public Land Council at \$50 was approved, as well \$500 for Teton Science School sponsorship and recommended increase to \$1750 for mileage reimbursement. Amanda will submit the draft budget to the Department of Audit before the deadline of June 1, 2022. Public meeting for the final budget will be July 18, 2022.

Subdivision Reviews: The Board reviewed two requests for soil surveys from the County Planner, as per State Statute.

- Step Rock 1 Subdivision: Charley made a motion to approve. Daniel seconded the motion. Motion carried.
- Coutis Resubdivision: Charley made a motion to approve. Daniel seconded the motion. Motion carried.

Board of Supervisors: A copy of the WDA notice for 2022 term expirations for members on the Board of Supervisors was provided to the board to review. It was also advised that beginning in 2023, a training and certification requirement will be enforced for all board members.

Public Land Council: Charley made a motion to provide \$50 annual membership dues to Public Land Council through Wyoming Stockgrowers Association. Daniel seconded the motion. Motion carried.

Nowood WID: The agenda for the May 2, 2022 meetings was provided along with a copy of the FY2023 draft budget. Ideas for Annual Tour were discussed.



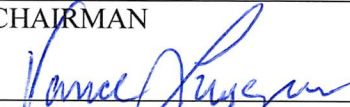

Cottonwood Grass Creek WID: Quarter 2 meeting will be May 20, 2022 at 1pm virtually. A copy of the FY2023 draft budget was provided. Amanda will ask about what they have planned for Annual Tour.

**OTHER BUSINESS**

No other business was presented.

The WCCD Board meeting adjourned at 10:14 pm.

Respectfully submitted by Amanda O’Keefe, District Manager, on May 23, 2022.

	
CHAIRMAN	DATE
	
SECRETARY/TREASURER	DATE