

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, November 15, 2021, at Ten Sleep Town Hall in Ten Sleep, Wyoming. WCCD Board members present included Dave Slover, Dan Rice and Susan D. Pennington attended virtually. Also present was Worland NRCS District Conservationist Laura Galloway, Public Guest Shreve Stockton. and WCCD Director, Amanda O'Keefe. Virtually in attendance was Steve Snyder.

Dave called the meeting to order at 7:03 pm.

Dan made a motion to approve the WCCD November 15, 2021, board meeting agenda. Susan seconded the motion. Motion carried.

The WCCD Board reviewed the draft for the October 18, 2021, board meeting minutes. Susan made a motion to approve the minutes. Dan seconded the motion. Motion carried.

FINANCIAL REPORT

Amanda provided the Board with the Monthly Expense Report prior to the meeting. Dan made a motion to approve the expense report. Susan seconded the motion. Motion carried. Expenses approved are listed below:

Date	Payment To	Invoice Number	Check Number	Amount
10/29/2021	Range	9391	Electronic	\$ 113.94
10/29/2021	Amanda O'Keefe	9392	Electronic	\$ 2,393.25
10/29/2021	Halli Caines	9393	Electronic	\$ 1,638.98
10/29/2021	Ben Vega	9394	Electronic	\$ 288.14
10/29/2021	Big Horn Federal HSA	9395	Electronic	\$ 50.00
10/29/2021	Big Horn Federal HSA	9396	Electronic	\$ 208.33
10/29/2021	BCBS of Wyoming	9397	Electronic	\$ 2,993.00
10/29/2021	VSP of Wyoming	9398	Electronic	\$ 20.86
10/29/2021	WACD	9399	8530	\$ 295.80
10/29/2021	IRS	9400	Electronic	\$ 1,049.94
10/29/2021	NACD	9401	8531	\$ 1,000.00
10/29/2021	Rons Sanitation	9402	8532	\$ 80.00
11/3/2021	Wyoming Retirement System	9403	Electronic	\$ 1,139.55
11/3/2021	Lincoln Financial-WEBT	9404	8533	\$ 27.75
11/12/2021	Chase Cardmember Services	9405	Electronic	\$ 275.08
11/12/2021	WACD Annual Convention	9406	8534	\$ 370.00
11/12/2021	WCDEA	9407	8535	\$ 50.00
11/12/2021	USPS	9408	8536	\$ 265.00
11/12/2021	307 Accounting Services Inc	9409	8537	\$ 200.00
11/12/2021	Northern Wyoming News	9410	8538	\$ 201.00
11/12/2021	Energy Labs	9411	8539	\$ 109.00

Amanda also provided the following for the Board to review:

FYTD Budget vs Actual

FYTD Mill Levy Funding, \$39,470.93

FY21 to FY22 Mill Levy Comparison

Amanda provided prior to the meeting the Bank Balance report showing the following balances as of November 12, 2021: WCCD main checking account (ending 3537): \$-3,013.60, Money Market account (ending 3596): \$103,253.77, Emergency Reserve Money Market account (ending 0843): \$77,793.00, Depreciation Reserve Savings account (ending 5209): \$5,058.26 and Petty Cash: \$25.00. The CD Account balance was \$17,359.25 as of September 30, 2021. The Restricted Reserve account is now open but has a \$0.00 balance as of the Board Meeting.

The October 31, 2021, bank and credit card statements, as well as the reconciliation reports were provided. Bank accounts and credit card were reconciled by Amanda O'Keefe on November 12, 2021.

DC REPORT

Amanda provided the WCCD Board with the DC report for November 2021. Laura Galloway was presented and provided updates on the following: Covid office restriction updates; EQIP batching date for applications is Nov 22, 2021; the CAPS for pivots were removed for FY2022; all EQIP practices for participants will be cost shared at 75% while Highly Underserved will be cost shared at 90%; AMA receiving additional funding and batching date for applications is Nov 22, 2021 and can include windbreaks, pipelines and hoop houses; Water Smart Program received annual funding of \$500,000 and application timeline mimics EQIP; CSP had no funded applicants and has more funding for FY2022; CTA update stated Laura and Emma back in office now; NRCS now shares a newsletter with RD/FSA; Coronavirus Relief Payment for 7 practices that were installed in 2021.

EMPLOYEE REPORTS

Amanda provided the WCCD Board with her October 2021 Timesheet. Amanda also provided a Director's Monthly report for October and November and updated the Board on the following: Rain Garden, Well Water Testing and Commissioners Meeting on Sept 21st; Kiwanis lunch on Sept 28th; Hiedi Hernandez site visit Sept 30th but have not received any response on follow up; Attended Cottonwood Grass Creek and Nowood WID meetings in October; attended virtually the BBORC meeting on Oct 4th to discuss their summer successes and provided update on Commissioners meeting in Sept; attended site visits for the Blueway Trails and Commissioner boat ramp projects with several organizations in attendance; Virtually attended Blueway Trails meeting on Nov 10th and provided update on Oct 5th site visit; virtually attended portions of the WASD Annual Meeting on Nov 10th; submitted Annual Audit requirements to DOA; worked on Land Use Plan and Annual Report along with other administrative tasks.

Amanda provided the WCCD Board with Halli Caines November Monthly report. Halli completed her GIS Training and is working to finalize the Nowood Stock Water Development grant videos.

BOARD MEMBER REPORTS

OLD BUSINESS

Board of Supervisors Vacancy: Amanda provided the Board with the process to fill the vacancy, and Dave Slover provided his resignation letter.

NEW BUSINESS

Rural Cost Share Application Batch Q4: Amanda provided the Board with two applications from Sage Creek Land & Cattle for Q4 Batch period. Steve Snyder was present virtually to provide an overview of the projects.

Project #1 was to lengthen an existing pivot, then add a corner arm to it. This would require a new pump with VFD, pipe and electrical system. Pivot will gain 28.5 acres and eliminate wastewater into Sage Creek which is approx. 4,700 feet away. This project was discussed, ranked 18/32 and Dan made a motion to fund \$5,000.00. Susan seconded the motion. Motion carried. Project #2 was to install a 3-tower pivot to irrigate 15 acres of farm ground. This would eliminate 15 acres of wastewater into Sage Creek which is 6,900 feet away. This project was discussed, ranked 18/32 and Dan made a motion to fund \$5,000.00. Susan seconded the motion. Motion carried.

Subdivision Reviews: Amanda provided the subdivision report for Roma Flats for review. Dan made a motion to approve the report. Susan seconded the motion. Motion carried.

WACD Legislative Updates: Amanda provided Bill Drafts from Joint Ag for Reorganization of Weed & Pest under Dept of Ag and Trespass of Wild Horses; a proclamation from Joint Appropriations for the ARPA and Cares Act; Select Water Bill Drafts for Subdivision of land and water rights and ARPA Funds for water projects.

WACD Annual Convention: Amanda provided the Board with the items listed below for review that would be part of the WACD 76th Annual Convention in Cody, Wyoming on Nov 29-Dec 1, 2021.

- WNRF Auction Item: Amanda provided a quote for a his and hers hoodie and hat combo that would have the WACD logo on it. Estimated price is \$172. Susan made a motion to approve the purchase. Dan seconded the motion. Motion carried.
- Agenda and Committee Meeting Agendas
- WACD Proposed Budget for FY22-23
- WACD Financials
- WACD Dues Schedule FY22-23
- Sunsetting Policies: Amanda provided the Board with all the sunsetting policies. As we did last year, if there are any questions or further action, please advise Amanda no later than November 26, 2021, and she will provide this info to Dan.
- WACD 2020 Business Meeting Minutes
- Allen Croft was awarded the Outstanding Technician Award and will be present to accept award.
- Resolutions provided for review: WACD and Area II Carbon Resolution; Area V Carbon Resolution, Area IV, and V 30x30 Resolution.

WDA Funding Requirements: Amanda provided the Board with the draft Annual Report for review. The final report along with the Annual Plan, and One Page Summary will be presented at the Dec 20, 2021, Board Meeting for approval.

Legislative Luncheon: Amanda advised the Board that the Legislative Luncheon will be held on Wednesday, December 8th at the UW Extension Center from 12:00 to 1:30pm. Lunch will be through The Other Place and agenda items are still TBD.

Health Insurance Options: Amanda received and shared some healthcare options offered through Mercer for NACD members. Amanda also looked up Healthcare Marketplace options and wanted to discuss if healthcare was secured by employees, can WCCD reimburse at the current rate of 100% for employee and 50% for family or dependents. WCCD Board discussed, and Amanda needs to do further research into current coverages and ability to opt out. This research can be done and brought forward for the FY2023 budget period.

Westi-Ag Days 2022: Westi-Ag Days will be February 15-16, 2022. Amanda presented to the Board the Sponsorship options. Dan made a motion to sponsor at the Gold Level for \$250.00. Susan seconded the motion. Motion carried.

Public Funds-Depository Designation: Amanda provided the Board with the applications for Public Funds Depository Designation for 2022. Because Dan Rice would have to abstain from vote, and there were only 2 other board members present, the discussion and decision will be tabled until the Dec 20, 2021, Board Meeting.

Montana Soil Health Symposium: Amanda provided information about a grant to cover expenses to attend through the University of Wyoming. Symposium is February 9-10, 2022. Amanda advised Board if anyone is interested in attending to reach out.

Federal Register Notices: Amanda provided the Board with the following Federal Register notices:

- Proposed Rules for Endangered and Threatened Wildlife and Plants: Listing Endangered and Threatened Species and Designating Critical Habitat
- Regulations for Designating Critical Habitat

Nowood WID: Amanda provided the Board Nowood WID November meeting agenda and Alkali Creek Reservoir Update.

LGLP 2022 Board Member Election: Amanda provided the Board with the Ballot for the election in December 2021. The Board reviewed and discussed. Dan made a motion to vote for Lindsay Woodward for Special District Representative. Susan seconded the motion. Motion carried.

NACD Annual Convention: Amanda provided the agenda for the NACD Convention in Florida on Feb 12-16, 2021. Early Bird Registration ends December 15th.


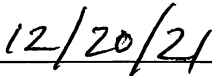

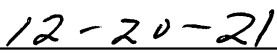
NWC Webinar: Amanda provided the agenda for the National Watershed Coalition Webinar on Nov 16-17, 2021. This is a virtual webinar.

OTHER BUSINESS

None

The WCCD Board meeting adjourned at 9:14 pm.

Respectfully submitted by Amanda O'Keefe, Director December 9, 2021.

	
CHAIRMAN	DATE
	
SECRETARY/TREASURER	DATE