

WASHAKIE COUNTY CONSERVATION DISTRICT MINUTES OF MONTHLY BOARD MEETING

The Washakie County Conservation District (WCCD) held their monthly board meeting on Monday, February 20, 2023 at the USDA Service Center located at 208 Shiloh Road in Worland, Wyoming. WCCD Board members physically present included Daniel Greet, Susan Pennington, and Jaci Harkink. Board member Charley Orchard was in attendance virtually. Board member Keith Bower was not present. District Manager, Amanda O'Keefe and Education Coordinator, Janet Hofmann were in attendance. Guests physically present were Emma Allen of NRCS, Leanne Correll of SunAgri, LLC and Shreve Stockton, and virtually were Chawna Wiechmann and Shara Mills both from Ten Sleep schools.

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

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

Charley made a motion to approve the January 16, 2023 meeting minutes. Jaci seconded the motion. Motion carried.

FINANCIAL REPORT

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

Date	Payment To	Invoice Number	Check Number	Amount
1/27/2023	Range	9656	Electronic	\$ 103.96
1/31/2023	Amanda O'Keefe	9657	Electronic	\$ 2,884.96
1/31/2023	Janet Hofmann	9658	Electronic	\$ 2,380.69
1/31/2023	Big Horn Federal HSA	9659	Electronic	\$ 416.66
1/31/2023	WACD	9660	8649	\$ 44.95
1/31/2023	Internal Revenue Service	9661	Electronic	\$ 1,374.92
1/31/2023	Wyoming Retirement System	9662	Electronic	\$ 1,318.72
2/13/2023	Chase Cardmember Services	9663	Electronic	\$ 1,656.11
1/17/2023	WACD	9664	8650	\$ 10,854.14
2/13/2023	Wyoming Water Association	9665	8651	\$ 200.00
2/13/2023	Ten Sleep National Honor Society	9666	8652	\$ 80.25
2/13/2023	WEBT	9667	8653	\$ 2,055.08
2/16/2023	Washakie County 4H	9668	8654	\$ 125.00

Amanda also provided the following for the Board to review:

- FYTD 2023 Budget vs Actual as of February 16, 2023
- FYTD 2023 Mill Levy Funding, \$172,105.48
- Mill Levy Comparison FY21-FY22-FY23

Amanda provided the Bank Balance report showing the following balances as of February 16, 2023: WCCD main checking account (ending 3537): \$-8037.25, Money Market account (ending 3596): \$158,580.89, Emergency Reserve Money Market

account (ending 0843): \$80,201.76, Depreciation Reserve Savings account (ending 5209): \$6,084.43, Restricted Reserve account (ending 4407): \$14,323.38, Employee Benefit Reserve (ending 5624): \$4812.00; Technical Assistance Reserve (ending 5632): \$26,992.00; Petty Cash: \$15.00 and Pinnacle Bank CD: \$17,413.54.

The January 31, 2023 bank statements were reconciled by Jaci Harkink on February 2, 2023. Bank statements and reconciliation reports were available through the agenda link. Amanda O'Keefe reconciled the credit card statement on February 13, 2023 and the statement and reconciliation report were available through the agenda link.

DC REPORT

Emma Allen, District Conservationist was in attendance and provided an update on her report. EQIP: Waiting on preapprovals; CSP: Four applications will be funded this year; AMA: Waiting on preapprovals; Rangeland Management Specialist: Completed interviews, pending acceptance of job offer.

EMPLOYEE REPORTS

Amanda provided a copy of her January 2023 timesheet and an update to the board on the following: Compost Bin Sales update-324 sold state-wide, pick up in Riverton April 26th; Grow Washakie Workshop grant funding application approved and registration open; Update on status of Upper Big Horn Sub-Basin 319 program has one submitted application, SAP Development is behind, spoke to WDEQ and it should not affect the contract requirements; Completed well water sampling for Otter Creek Grazing Assoc and Lazy T Ranch. Asked the board if they would like to contribute to the spring newsletter.

Education Coordinator Janet Hofmann was present and provided the board with an update on the Full Campaign to include programming, partnerships, and the food security mission.

BOARD MEMBER REPORTS

Jaci gave a brief update on the NACD Annual Convention in New Orleans and will provide the board with more detail in an upcoming board meeting.

OLD BUSINESS

Grow Washakie Updates

Amanda provided the Board with an update on the Grow Washakie event. Funding of \$1000 through Barnyards & Backyards was approved, secured \$200 in sponsorship from Security State Bank and Big Horn Co-Operative. Registration is open and Amanda set up Square through the website to allow registration and payment online.

Compost Bin Program Updates

Amanda provided the Board with an update on the Compost Bin Program. 324 compost bins sold state-wide, each conservation district will be billed separately after delivery. Delivery expected in late April.

NEW BUSINESS

Recycling Trailer Mural

Shara Mills presented to the Board the design for the Recycling Trailer that is being completed by Ten Sleep Schools. She went over the design layout and concept. The Board likes the mural and the school can move forward with implementing the design.

Special Discretionary Funding Application

Jackie Urbin, head book for West Side Elementary submitted an application on behalf of West Side Elementary for cost share on 3 compost bins to start a food waste reduction program to collect food scraps and grass clippings to make compost to be used in the West Side Garden. Jaci made a motion to approve 50% cost share on the compost bins (\$120). Susan seconded the motion. Motion passed.

Wyoming Community Foundation Competitive Grant

Janet Hofmann presented to the Board a request to apply for the WCF grant on behalf of the Community Garden to secure some funding for labor needed to install the new fencing at the garden. Susan made a motion to approve Janet to apply for this funding opportunity. Charley seconded the motion. Motion passed.

Leanne Correll, NEPA Consultant

Leanna introduced herself and her background and then presented to the Board her review of WCCD Long Range Land Use Plan, as well as her ability to provide comment on the federal NEPA processes, such as the BLM Grazing Regulation and BLM Sage Grouse amendments that are currently happening. She suggested that our Long Range Land Use plan be revised to include what WCCD's expectations of the Federal Agencies are, and what our desired outcome on the management of

public lands would be. Amanda advised the board that we will need to build her contract work into our future fiscal year budgets. No motion was needed, as this was purely discussion at this point.

NRCS Local Work Group-Natural Resource Concern Ranking

Amanda and Emma led the discussion on the annual ranking for NRCS Local Work Group for Natural Resource Concerns, as well as identifying the Priority Watershed for the upcoming fiscal year. Much discussion happened and below is the ranking and priority watershed. The Local Work Group meeting will be late March, hosted by Meeteetse.

1.Source Water Depletion 2.Wind and Water Erosion 3.Livestock Production 4. Field Sediment, Nutrient and Pathogen Loss
5.Concentrated Erosion 6.Pest Pressure 7.Soil Quality Limitations 8.Degraded Plant Condition 9.Field Pesticide Loss
10.Terrestrial Habitat 11.Inefficient Energy Use 12.Storage and Handling of Pollutants 13.Salt Losses to Water
14.Long-term Protection of Land 15. Air Quality Emissions 16.Aquatic Habitat 17.Weather Resilience 18.Fire Management.
Priority Watershed 1008000711 Little Gooseberry Creek-Bighorn River

Jaci made a motion to approve the Natural Resource Concern ranking. Susan seconded the motion. Motion carried.

Jaci made a motion to approve the priority watershed. Susan seconded the motion. Motion carried.

Furniture Disposal

Amanda provided the Board with a change in inventory. FSA was getting rid of furniture, so Amanda replaced the existing printer stand and two office chairs. Amanda asked the Board how they would like to dispose of the older items (very dated and worn) and it was suggested to donate them to Godfrey's or post for free on Facebook.

Nowood WID

Amanda provided a copy of the Nowood Meeting agenda for February 6, 2023, the December signed meeting minutes and the February Alkali Reservoir update. The Board also reviewed the 2022 Annual Summary and Financial Statement.

Amanda will forward the Summary to WDA per State statute requirements.

Cottonwood Grass Creek WID

Cottonwood Grass Creek WID have nominated Sam Ray to fill a 2-year vacancy at their Q1 2023 meeting on January 20, 2023. No motion was made.

OTHER BUSINESS

The WCCD Board meeting adjourned at 9:46 pm.

Respectfully submitted by Amanda O'Keefe, District Manager on March 17, 2023.


CHAIRMAN

DATE

4/17/23


SECRETARY/TREASURER

DATE

4/17/23