

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, January 17, 2022 at the Ten Sleep Town Hall in Ten Sleep, Wyoming. WCCD Board members present included Dan Rice (virtually), Vance Lungren, Susan D. Pennington, and Charley Orchard, as well as WCCD Director Amanda O’Keefe and NRCS District Conservationist, Laura Galloway. Guest present were Shreve Stockton and Daniel Greet.

Dan called the meeting to order at 7:00 pm.

Charley made a motion to approve the WCCD January 17, 2022 board meeting agenda. Susan seconded the motion. Motion carried.

The WCCD Board reviewed the draft minutes for December 20, 2021. Charley made a motion to approve the minutes. Vance seconded the motion. Motion carried.

FINANCIAL REPORT

Amanda provided the Board with the Monthly Expense Report prior to the meeting. Vance 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
12/30/2021	Range	9428	Electronic	\$ 113.94
12/30/2021	Halli Caines	9429	Electronic	\$ 1,570.41
12/30/2021	Amanda O’Keefe	9430	Electronic	\$ 2,393.26
12/30/2021	Big Horn Federal HSA	9431	Electronic	\$ 50.00
12/30/2021	Big Horn Federal HSA	9432	Electronic	\$ 208.33
12/30/2021	Wyoming Retirement Systems	9433	Electronic	\$ 1,124.19
12/30/2021	Internal Revenue Service	9434	Electronic	\$ 989.60
12/30/2021	BCBS of Wyoming	9435	Electronic	\$ 2,993.00
12/30/2021	VSP of Wyoming	9436	Electronic	\$ 20.86
12/30/2021	WACD	9437	8546	\$ 295.80
1/6/2022	Wyoming Department of Workforce	9438	Electronic	\$ 424.43
1/6/2022	Wyoming Department of Revenue	9439	Electronic	\$ 123.50
1/11/2022	WACD	9440	8547	\$ 31.62
1/11/2022	Dewitt Company Inc	9441	8548	\$ 2,394.05
1/11/2022	Northern Wyoming News	9442	8549	\$ 75.00
1/11/2022	Northern Wyoming News	9443	8550	\$ 84.00
1/11/2022	Northern Wyoming News	9444	8551	\$ 63.00
1/11/2022	Dan Rice	9445	8552	\$ 114.24
1/11/2022	Vance Lungren	9446	8553	\$ 3.36

1/11/2022	Charley Orchard	9447	8554	\$ 136.64
1/11/2022	Dave Slover	9448	8555	\$ 143.36
1/11/2022	Susan Pennington	9449	8556	\$ 29.12
1/17/2022	Ten Sleep National Honor Society	9450	8557	\$ 75.11
1/17/2022	Wy Dept of Ag	9451	8558	\$ 25.00

Amanda also provided the following for the Board to review:

FYTD Budget vs Actual

FYTD Mill Levy Funding, \$113,656.03

FY21 to FY22 Mill Levy Comparison, \$2,757.14 more than what was collected in FY2021 during January 2021.

Amanda provided prior to the meeting the Bank Balance report showing the following balances as of January 17,

2022: WCCD main checking account (ending 3537): \$-98.15, Money Market account (ending 3596):

\$135,227.35, Emergency Reserve Money Market account (ending 0843): \$77,825.50, Depreciation Reserve

Savings account (ending 5209): \$5,061.45, Restricted Reserve account (ending 4407): \$14,301.18, Petty Cash:

\$23.00 and Pinnacle Bank CD: \$17,370.19 as of December 31, 2021.

The December 31, 2021 bank statements were provided. Bank accounts were reconciled by Amanda O'Keefe. The Chase credit card statement was not received prior to this meeting.

DC REPORT

Amanda provided the WCCD Board with the January 2022 DC report from Laura Galloway prior to the meeting. Laura Galloway provided an update from her report covering Office Status due to Covid restrictions, EQIP, AMA, Water Smart and CSP program updates. Laura also provided a copy of the snow pack report from January 12, 2022.

EMPLOYEE REPORTS

Amanda provided the WCCD Board with her December 2021 Timesheet and her January 2022 Director's Report. Amanda provided a review of her report to include updates on: Nowood Watershed Stock Water Final Report was submitted; WDA Appropriation Funding requirements were met; WDA Lab Fund report listing utilization of remaining funds required by end of February 2022; Christmas Tree Recycling event was held January 8, 2022; WCDEA Annual Training is under development; Blueway Trails public meeting for Worland Region will be March 29 at Worland Library from 6-8pm; all year-end reporting requirements were met; WCCD to utilize Chamber of Commerce membership benefits through digital advertising and welcome packets; attended both Nowood WID meeting on January 10th and Cottonwood Grass Creek WID meeting on January 7th.

Amanda provided the WCCD Board with Halli Caines December Monthly report.

BOARD MEMBER REPORTS

Dan Rice provided an update on the staffing changes at WACD with Austin Burkett giving his resignation. WACD will begin interviewing for the Executive Director position in upcoming months and will allow the new ED to hire Austin's replacement. WACD is utilizing Keith Kennedy for Legislative Updates.

OLD BUSINESS

Nowood Watershed Stock Water Development Program, Phase 1: Amanda provided the WCCD Board with a copy of the final report which was submitted on December 29, 2021, meeting the reporting deadline.

30x30 Resolution: Amanda provided the WCCD Board with a draft copy of the 30x30 resolution for review. She also provided supplemental resolutions from Fremont and WACD as well as the Nebraska Governor's Executive Order on 30x30 for reference. Discussion was had and the Board would like to know how long resolutions stand. Amanda will research and provide a response to Board. The Board agreed that the resolution should come from the standing of the Conservation

District and not the County position where it makes sense. Amanda will make revisions and provide a 2nd draft to the Board during the February 21, 2022 board meeting. Discussion also revolved around the America the Beautiful Federal Register notice regarding feedback on the development of the Atlas tool, which are due by March 7, 2022. Discussion revolved around the lack of a definition on "Conservation". The WCCD Board is opposed to the development of the Atlas tool, as they are opposed to the 30x30 America the Beautiful Initiative in general. Amanda will develop comments and provide to the Board to review at the February 21, 2022 board meeting.

WOTUS Federal Register Notice: Amanda provided the WCCD Board with draft comments for the Proposed rule on the Revised definition of Waters of the United States. The Board reviewed the comment letter. Charley made a motion to approve letter. Susan seconded the motion. Motion carried. Vance Lungren signed the letter and it will be emailed on February 4, 2022.

USFS 2020 Alaska Roadless Rule: Amanda advised the board that she did not have the time to complete the comments on the Alaska Roadless rule. No further action required.

NEW BUSINESS

Board of Supervisor Officer Elections: Dan made a call for nominations for the Chairman position. Charley made a motion for Dan Rice as Chairman. Susan seconded the motion. No other nominations were made. Motion carried. Dan made a call for nomination for the Vice Chairman position. Charley made a motion for Susan Pennington as Vice Chair. Vance seconded the motion. No other nominations were made. Motion carried. Charley made a motion to keep Vance Lungren as Secretary/Treasurer. Susan seconded the motion. Motion carried. Officer positions are as follows: Dan Rice, Chairman, Susan Pennington, Vice Chairwoman, and Vance Lungren as Secretary/Treasurer.

Board of Supervisor Vacancy-Applicant Review and Appointment: The WCCD Board received two applications for the vacant Board Position. Shreve Stockton and Daniel Greet, who were both present. Amanda read Shreve Stockton's bio and provided the Board with a copy of her application. Shreve spoke briefly. Amanda read Daniel Greet's bio and provided the Board with a copy of his application. Daniel spoke briefly. Charley made a motion to go into Executive Session to discuss the applicants. Susan seconded the motion. Dan opposed the motion. Motion carried. The WCCD Board went into ES at 7:47pm to discuss the applicants. At 7:59pm the Board resumed with the regular Board Meeting. Charley made a motion to approve the Executive Session minutes as read during ES. Vance seconded the motion. Motion carried. Charley made a motion to appoint Daniel Greet to the vacant Rural board position. Vance seconded the motion. Motion carried.

Board of Supervisors Certification Training: Amanda advised the Board that Certification Training will be held in Cheyenne on February 22-24, 2022. If interested in attending, please let Amanda know.

Cooperating Agency Status-Greater Sage Grouse Management Plan Amendments: Amanda received a request for WCCD to be a Cooperating Agency for the management plan amendments for the Greater Sage Grouse. Charley made a motion to accept Cooperating Agency status. Susan seconded the motion. Motion carried. Dan Rice requested a formal acceptance of this status be submitted by Amanda O'Keefe on behalf of WCCD Board of Supervisors.

Cottonwood Grass Creek WID: Amanda provided the WCCD Board with a copy of the Q3 and Q4 2021 WID meeting minutes. The WID Board also found a candidate to fill the vacant position on the WID Board, Tom Fitzwater. Vance made a motion to approve the nomination. Charley seconded the motion. Motion carried.

Fiddleback 1 Subdivision Review: Amanda provided the WCCD Board with the soil report and template letter for the Fiddleback 1 Subdivision review. Charley made a motion to accept the report. Vance seconded the motion. Motion carried.

Westi-Ag Days Request for Support: Amanda advised the WCCD Board that UW Extension made a request to utilize our bulk mailing permit to mail out the Westi Ag Day brochures. Charley made a motion to approve this expenditure through the Educational Support budget line. Vance seconded the motion. Motion carried.

WACD Updates: Amanda provided the WCCD Board with a copy of the Legislative Update #1, December 2021 and January 2022 memos from WACD.

Nowood WID: Amanda provided the Board with the 2021 Annual Report and Financial Summary from the Nowood WID for review. No questions or comments received. Amanda also provided a copy of the January

meeting agenda, December 2021 WID meeting minutes, January 2022 Alkali Reservoir update and the response letter from WID Board to Joe and Joy Bain.

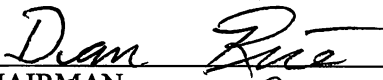
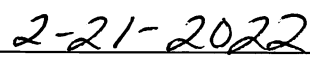

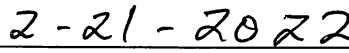
Tree and Weed Barrier Sales: Amanda advised the WCCD Board that the weed barrier was ordered and in stock. 20 rolls were ordered at once this year. Selling price will be \$140 plus tax. We still have a few boxes of staples for sale at \$50 per box plus tax. Halli has started outreach on the Tree Sales for this Fiscal Year and provided the Board with the order form.

OTHER BUSINESS

None

The WCCD Board meeting adjourned at 9:15 pm.

Respectfully submitted by Amanda O'Keefe, Director February 2, 2022.

	
CHAIRMAN	DATE
	
SECRETARY/TREASURER	DATE