



WASHAKIE COUNTY CONSERVATION DISTRICT MINUTES OF MONTHLY BOARD MEETING

The Washakie County Conservation District (WCCD) held their monthly board meeting on Monday, March 20, 2023 at the Ten Sleep Town Hall located at 415 5th Street, Ten Sleep, Wyoming. WCCD Board members physically present included Daniel Greet, Charley Orchard, Keith Bower, Susan Pennington, and Jaci Harkink. District Manager, Amanda was also in attendance. Guests virtually present included NRCS District Conservationist Emma Allen, John Busch and Shreve Stockton.

Chairman Daniel Greet called the meeting to order at 7:07 pm.

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

Jaci made a motion to approve the February 20, 2023 meeting minutes. Susan made note that under Special Discretionary funding, the word book needed to be changed to cook. Charley seconded the motion with correction. 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.

Date	Payment To	Invoice Number	Check Number	Amount
2/27/2023	Range	9669	Electronic	\$ 103.96
2/27/2023	Energy Labs	9670	8655	\$ 754.20
2/27/2023	SunAgri, LLC	9671	8656	\$ 398.25
2/27/2023	Amanda O'Keefe	9672	Electronic	\$ 2,801.97
2/27/2023	Janet Hofmann	9673	Electronic	\$ 1,913.61
2/27/2023	Big Horn Federal HAS	9674	Electronic	\$ 416.66
2/28/2023	Internal Revenue Service	9675	Electronic	\$ 1,287.84
2/28/2023	WACD	9676	8657	\$ 44.95
3/1/2023	Wyoming Retirement System	9677	Electronic	\$ 1,198.16
3/20/2023	WEBT	9678	8658	\$ 1,448.05
2/23/2023	Amanda O'Keefe	9679	8659	\$ 37.52
3/2/2023	Worland/Ten Sleep Chamber	9680	8660	\$ 300.00
3/7/2023	Washakie County Cowbells	9681	8661	\$ 1,350.00
3/15/2023	Chase Cardmember Services	9682	Electronic	\$ 2,528.83
3/17/2023	Worland/Ten Sleep Chamber	9683	8662	\$ 200.00
3/20/2023	Ten Sleep Tribute	9684	8663	\$ 60.00
3/20/2023	Ten Sleep National Honor Society	9685	8664	\$ 84.10
3/20/2023	Jaci Harkink	9686	8665	\$ 2,661.75

Amanda also provided the following for the Board to review:

- FYTD 2023 Budget vs Actual as of March 20, 2023
- FYTD 2023 Mill Levy Funding, \$178,628.27



Amanda provided the Bank Balance report showing the following balances as of March 20, 2023: WCCD main checking account (ending 3537): \$1,813.44, Money Market account (ending 3596): \$139,978.09, Emergency Reserve Money Market account (ending 0843): \$80,263.28, Depreciation Reserve Savings account (ending 5209): \$6,084.43, Restricted Reserve account (ending 4407): \$14,330.52, Employee Benefit Reserve (ending 5624): \$4820.00; Technical Assistance Reserve (ending 5632): \$27,000.00; Petty Cash: \$13.00 and Pinnacle Bank CD: \$17,413.54.

The February 28, 2023 bank statements were provided and all accounts were reconciled by Amanda O'Keefe on March 2, 2023. Bank statements and reconciliation reports were available through the agenda link. Amanda O'Keefe reconciled the credit card statement on March 15, 2023 and the statement and reconciliation report were available through the agenda link as well.

DC REPORT

Emma Allen, District Conservationist was in attendance virtually and provided an update on her report. EQIP: 14 preapproved applications which include 5 WaterSMART, 5 Big Game Migration, 1 Beginning Farmer/Rancher, 1 Division 1 Pasture, 1 Division 1 Crop, and 1 Division 1 Range. CSP had 4 applications funded this year. AMA had no applications funded for Washakie County. AMA had cuts in funding and as a State only was able to fund 2 high tunnel projects. Emma did encourage attendance at the NRCS Local Work Group meeting in Meeteetse on March 29th. Big Game Migration state-wide had \$6 Million in funding, received 68 applications of which 58 were funded. Caleb Salzmänn was hired as the new Rangeland Management Specialist for the Worland Field Office.

EMPLOYEE REPORTS

Amanda provided a copy of her February 2023 timesheet and an update to the board on the following: Grow Washakie Workshop had 66 attendees and 16 presenters/host/volunteers in attendance. Funding for West Ag days will be fully utilized and we can utilize any additional income from the compost bin sales to fund the balance of the program not covered by the Barnyards & Backyards grant. Update on status of Upper Big Horn Sub-Basin 319 program has three submitted applications of which all three were recommended for funding by the Washakie Watershed Steering Committee and on the agenda to review and approve today. WDA Water Quality Grant interim report is due April 30, 2023 and Amanda is hoping to have some more research completed and a draft plan prior to this deadline. Blueway Trail meeting went well, and Amanda is still participating on the signage committee. WCDEA Training Committee is meeting March 30th to update registration numbers and logistics. Amanda attended the Red Cross Shelter Training held by the Washakie County Emergency Management. Amanda spoke with Leanne Carrell and the board needs to make budget considerations for using her for commenting and as a consultant on the Long-Range Plan revisions. Discussion was had on the benefits of using Leanne, and what other resource options there are available. Amanda presented the board with a copy of the contract terms for using SunAgri LLC services.

Education Coordinator Janet Hofmann provided the board with her monthly report for review prior to the meeting.

BOARD MEMBER REPORTS

Jaci provided the board with some souvenirs from the NACD New Orleans trip and gave an additional very brief update on the event.



OLD BUSINESS

Cottonwood Grass Creek WID

The Board during the February 2023 board meeting failed to make a motion to approve the nomination of Sam Ray to fill the 2-year vacancy on the Cottonwood Grass Creek WID board. Charley made a motion to approve Sam Ray to fill this vacancy. Susan seconded the motion. Motion passed.

NRCS Local Work Group Meeting

Amanda reminded the board that the meeting will be held in Meeteetse this year on March 29, 2023 from 9am to 1230pm. There is an option to join the meeting virtually.

Bighorn National Forest Steering Committee Meeting

Amanda advised the board that the spring meeting this year is on May 25, 2023 in Greybull. More details to follow.

District Supervisor Training through WACD

This training was rescheduled and will be in Cheyenne or virtually on April 11-12. Jaci and Janet are both registered to attend.

BLM 2012 Western Solar Plan Updates

Amanda submitted a formal request to have WCCD listed as a Cooperating Agency. Amanda provided a copy of the formal written request.

NEW BUSINESS

Rural Cost Share Application

John Busch was present virtually and presented to the board his project for an open ditch to buried pipeline that would be utilized in the future for a pivot system. The pipeline would provide the pressure needed to run the pivot, and he would be able to utilize the corner 30 acres for cropland. This will eliminate erosion that accruing (pictures were provided and in file) and improve water quality. The board directed questions about the project and design. The board went through the ranking process and the project ranked at 22 points. Jaci made a motion to approve the Rural Cost Share of \$10,000 on the project. Susan seconded the motion. Motion carried.

Upper Big Horn Sub-Basin Watershed Implementation Program

Amanda provided the Board with the three applications recommended for funding by the Washakie Watershed Steering Committee on their March 9, 2023 meeting. A copy of the applications and the ranking were provided to the board for review prior to the meeting. Keith Bower excused himself from discussion and voting since he is included in the applications below. Allsup Irrigation Gated Pipe Project was recommended for 60% cost share on his portion of costs outside of what EQIP covers, which totals \$19420.07. Charley made a motion to approve funding of \$19420.07. Jaci seconded the motion. Motion carried. B4 CLLC Pipeline Project was recommended for 50% cost share on his portion of costs, which totals \$5796.51. Charley made a motion to approve funding for \$5796.51. Susan seconded the motion. Motion carried. Nick Geis Farms LLC Pipeline Project was recommended for 60% cost share on the project, which totals \$21517.44. Susan made a motion to approve funding for \$21517.44. Jaci seconded the motion. Motion carried.

Subdivision Reviews

Amanda provided the board with the subdivision soil reports for review and approval. Cowdrey Subdivision in Worland. Charley made a motion to approve the Soil Report and Cover Letter. Keith seconded the motion. Motion carried. Red Vista Village in Ten Sleep. Jaci made a motion to approve the Soil Report and Cover Letter. Susan seconded the motion. Motion carried.

No Till Drill

Amanda presented to the board a request from Caitlin Youngquist at UW Washakie Extension for the board to consider purchasing a No Till Drill. Amanda presented the information she obtained from Lower Wind River CD on their No Till Drill, costs, lease, and maintenance. WCCD currently has no place to store a drill, and the staff lack knowledge of maintenance on equipment. The Board had discussion and it was determined for Amanda to



do some more research and reach out to Caitlin to see what the local interest is in renting this equipment if purchased.

Principles of Water Quality Training

WACD will be hosting a virtual training for certification in the Principles of Water Quality training program. This is open to all employees and board members. More information coming.

Cottonwood Grass Creek WID

Cottonwood Grass Creek WID provided their Annual Report and Financial Summary for the board to review. The board reviewed and had no questions.

OTHER BUSINESS

SunAgri, LLC Consulting Contract

Amanda presented to the board the consulting contract from Sun Agri LLC for consulting on NEPA comment letters and Long Range Plan assistance. The board had discussion regarding using a consulting firm and their responsibilities and the District Manager responsibilities. Charley made a motion to approve signing the contract. Keith seconded the motion. Motion carried.

The WCCD Board meeting adjourned at 9:50 pm.

Respectfully submitted by Amanda O'Keefe, District Manager on April 5, 2023.


CHAIRMAN

DATE 4/17/23


SECRETARY/TREASURER

DATE 4/17/23