

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, March 21, 2022, at the USDA Service Center in Worland, Wyoming. WCCD Board members present included Dan Rice, Vance Lungren, Susan D. Pennington, and Charley Orchard, as well as WCCD Director Amanda O'Keefe and NRCS District Conservationist, Emma Allen. Guest present were Shreve Stockton and Daniel Greet (Virtually).

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

Charley made a motion to approve the WCCD March 21, 2022, board meeting agenda. Susan seconded the motion. Motion carried.

The WCCD Board reviewed the draft minutes for February 21, 2022. Charley made a motion to approve the minutes. Susan seconded the motion. Motion carried.

FINANCIAL REPORT

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

Date	Payment To	Invoice Number	Check Number	Amount
2/25/2022	Range	9469	Electronic	\$ 113.46
2/28/2022	WACD-Delta Dental	9470	8564	\$ 295.80
2/28/2022	Washakie County 4-H	9471	8565	\$ 125.00
2/28/2022	Amanda O'Keefe	9472	Electronic	\$ 2,398.26
2/28/2022	Halli Caines	9473	Electronic	\$ 1,371.59
2/28/2022	Big Horn Federal HSA	9474	Electronic	\$ 50.00
2/28/2022	Big Horn Federal HSA	9475	Electronic	\$ 208.33
2/28/2022	BCBS of Wyoming	9476	Electronic	\$ 2,993.00
2/28/2022	VSP of Wyoming	9477	Electronic	\$ 20.86
2/28/2022	WRS	9478	Electronic	\$ 1,079.64
2/28/2022	IRS	9479	Electronic	\$ 948.00
3/15/2022	Chase Cardmember Services	9480	Electronic	\$ 1,269.65
3/15/2022	Northern Wyoming News	9481	8566	\$ 126.00
3/15/2022	Sage Creek Land & Cattle	9482	8567	\$ 5,000.00

Amanda also provided the following for the Board to review:

- FYTD Budget vs Actual
- FYTD Mill Levy Funding, \$136,122.88
- FY21 to FY22 Mill Levy Comparison

Amanda provided prior to the meeting the Bank Balance report showing the following balances as of March 16, 2022: WCCD main checking account (ending 3537): \$-4,511.91, Money Market account (ending 3596):

\$132,556.99, Emergency Reserve Money Market account (ending 0843): \$77,856.95, Depreciation Reserve Savings account (ending 5209): \$5,061.45, Restricted Reserve account (ending 4407): \$4,301.19, Petty Cash: \$23.00 and Pinnacle Bank CD: \$17,370.19.

The February 28, 2022, bank statements and credit card statements were provided. All were reconciled by Amanda O'Keefe.

DC REPORT

Amanda provided the WCCD Board with the March 2022 DC report from Emma Allen, new District Conservationist for Worland, prior to the meeting. Emma provided an update from her report covering Office Status due to Covid restrictions (visitors allowed without appt and no masks are required), EQIP (3 contracts funded in Washakie County and have requested more funds), AMA (1 application for High Tunnel, requested money for funding), Water Smart (4 contracts funded, requested additional funds) and CSP (2 applications received). Emma also provided a copy of the snowpack report from March 15, 2022. Charlie mentioned development of a RAWs Weather Station in the Badlands, NRCS can't cost share. She recommended contacting Meeteetse Conservation District for assistance.

EMPLOYEE REPORTS

Amanda provided the WCCD Board with her February 2022 and her March 2022 Director's Report. Amanda provided a review of her report to include updates on: WCDEA Training being held April 5-7 and both Amanda and Halli will be in attendance; Blue Way Trails Public Meetings are scheduled in Worland for March 29th from 6-8pm; guest spot on Big Horn Radio Community Connections was March 15th to discuss the public meetings for Blueway Trails; R3 Coalition has met to plan the 2022 Hazardous Household Waste Day which will be held May 14th and a request for volunteers (Susan and Shreve both said they would volunteer); Attendance at NRCS Local Work Group meeting on March 3rd in Powell and provided Resource Ranking; Susan and Halli are planning a Soil Workshop in conjunction with UW Extension for April 9th in Worland and April 11th in Ten Sleep; and WDA Lab Funds budget was sent and subsequent revisions to Dept of Ag for remaining Biennium Funds. During Amanda's update, Shreve Stockton asked that we speak to the Coalition and Browns Appliance to provide the Freon Recovery for free to Washakie County residents.

Amanda provided the WCCD Board with Halli Caines March Monthly report. Halli closed out the Tree Sales program on March 18th and will be holding a Well Testing Day on April 26th.

BOARD MEMBER REPORTS

Dan Rice provided an update on the new Executive Director, Kelli Little, who will start on Monday, April 4, 2022. Vance Lungren provided an update on the Sage Grouse Local Work Group meeting in March and provided the Board with maps showing changes within the Leks.

OLD BUSINESS

America the Beautiful Initiative-30x30 Resolution: Amanda provided the Board with the draft resolution for review. The Board read to themselves the resolution and had no changes. Charley made a motion to accept the resolution as written. Vance seconded the motion. Motion carried and resolution regarding opposition of the America the Beautiful 30x30 Initiative was adopted.

NRCS Local Work Group Meeting-Natural Resource Priority Rankings: Amanda provided the Board with the Natural Resource Rankings for NRCS Division 1 and the Priority Watersheds.

UW Extension Partnership on Soil Workshop: Halli Caines and Susan Pennington will be developing a kid's workshop to be held in conjunction with Caitlin Youngquist with UW Extension at the Soil Workshops being held in Worland on April 9 and in Ten Sleep on April 11, 2022.

NEW BUSINESS

Pinnacle Bank Certificate of Deposit: Amanda provided the Board with notice that the Pinnacle Bank Certificate of Deposit has a maturity date of March 17, 2022. No changes are expected to the interest on the account, which is currently at .25%.

Rural Cost Share Project Completions: As part of the approved expenses presented this month, Sage Creek Land & Cattle Corner Pivot Arm (\$5,000.00) was completed this month. Amanda advised the Board that a correction on the approval last month for Sage Creek Land & Cattle should read the 3 Tower Pivot, not the Corner Arm, as the Corner Arm was completed this month.

Bighorn National Forest -Steering Committee Meeting: Amanda advised the Board that the Steering Committee meeting will be held in Sheridan at the Sheridan County Courthouse Meeting Room 210 on April 28, 2022, from 1030am until 330pm. Amanda and Halli both plan to attend.

WDA Board of Agriculture Meeting: The WDA Board of Ag will be meeting on April 11-12, 2022. The confirmation of Daniel Greet to the Board of Supervisors and the Nowood Watershed Development Program Final Report are both on the agenda for the Board of Ag to review and approve.

FY2023 Budget Preparation: Amanda advised the Board that the initial draft for the FY2023 Budget will be presented at the April Board of Supervisors meeting and asked the Board if they had any recommendation for the budget. Dan recommended getting estimates on sanding and repainting the recycling bin that is in Ten Sleep. Shreve Stockton suggested a program to assist county residents with recycling household materials to assist in avoiding dumping on public and private lands.

Director Salary Review for remainder of FY2022: A motion was made at the May 2021 Board meeting to review the mill levy for FY2022 and determine if the director salary step up scheduled for April 2022 was viable. The Board discussed. Susan made a motion to approve the \$2.00 hourly increase to the Director salary beginning April 2022. Charley seconded the motion. Motion carried.

BLM Cody and Worland Field Offices Resource Management Plan Evaluation: The BLM is requesting comments on their RMP Preliminary Draft and comments are due by March 23, 2022. Amanda will draft and provide comments advising the BLM Field Office that WCCD has updated their Long-Range Land Use Plan and recommends they review it and update their resource reference.

R3 Coalition-Hazardous Household Recycling Event: This event will be held on Saturday, May 14, 2022, from 9am to 1pm. Volunteers are needed. The Coalition has requested use of the WCCD Bulk Mailing permit. The Coalition requested that WCCD be responsible for transporting the Small Appliances Recyclables. Susan made a motion to approve the small appliance recycling transportation costs. Charley seconded the motion. Motion carried.

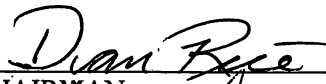

WDA Water Quality Grant RFP: Applications for the Water Quality Grant are due on May 2, 2022. Amanda plans to apply for grant funding to develop the SAP for the 319 Monitoring Program.

OTHER BUSINESS

No other business was presented.

The WCCD Board meeting adjourned at 9:32 pm.

Respectfully submitted by Amanda O’Keefe, Director April 4, 2022.

	<u>4-18-22</u>
CHAIRMAN	DATE
	<u>4-18-22</u>
SECRETARY/TREASURER	DATE