

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, October 18, 2021 virtually. WCCD Board members present on the call included Dave Slover, Susan D. Pennington, and Charley Orchard. Also present was Hiedi Hernandez and Ray Gullion. WCCD Director, Amanda O'Keefe was unable to attend.

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

Charley made a motion to approve the WCCD October 18, 2021, board meeting agenda. Susan seconded the motion. Motion carried.

The WCCD Board reviewed the draft for the September 20, 2021, board meeting minutes. Susan made a motion to approve the minutes. Charley 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. Susan seconded the motion. Motion carried. Expenses approved are listed below.

Payment To	Invoice Number	Check Number	Amount
Washakie County Cowbelles	9368	8519	\$ 302.00
Range	9369	Electronic	\$ 113.94
Amanda O'Keefe	9370	Electronic	\$ 2,393.26
Halli Caines	9371	Electronic	\$ 1,789.80
Ben Vega	9372	Electronic	\$ 408.18
Big Horn Federal HSA	9373	Electronic	\$ 208.33
Big Horn Federal HSA	9374	Electronic	\$ 50.00
VSP of Wyoming	9375	Electronic	\$ 20.86
Blue Cross Blue Shield of Wyoming	9376	Electronic	\$ 2,993.00
IRS	9377	Electronic	\$ 1,097.62
Wyoming Retirement Systems	9378	Electronic	\$ 1,173.34
WYUI	9379	Electronic	\$ 470.53
WCCD	9380	8520	\$ 30.00
WACD	9381	8521	\$ 100.00
Kennedy Ace Hardware	9382	8522	\$ 45.00
TS National Honor Society	9383	8523	\$ 71.90
Energy Labs	9384	8524	\$ 154.00
Dan Rice	9385	8525	\$ 69.44
Vance Lungren	9386	8526	\$ 7.84
Charley Orchard	9387	8527	\$ 39.20
Dave Slover	9388	8528	\$ 213.36
Susan Pennington	9389	8529	\$ 68.32
Chase Cardmember Services	9390	Electronic	\$ 304.14

Amanda provided the budget vs actual report prior to the meeting. No questions.

Amanda provided the mill levy funding report prior to the meeting showing that \$29,714.57 has been received FYTD, and a comparison on Mill Levy Funding FY21 vs FY22.

Amanda provided prior to the meeting the Bank Balance report showing the following balances as of October 15, 2021: WCCD main checking account (ending 3537): \$10,226.55, Money Market account (ending 3596): \$93,477.93, Emergency Reserve Money Market account (ending 0843): \$77,776.49, 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 September 30, 2021, bank statements and credit card statements were provided. Bank accounts and credit card were reconciled by Amanda O'Keefe on October 15, 2021.

DC REPORT

Amanda provided the WCCD Board with the DC report for October 2021.

EMPLOYEE REPORTS:

Amanda provided the WCCD Board with her September 2021 Timesheet. Due to unforeseen circumstances, the Director report for October will be included with November to be reviewed at the November Board Meeting.

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

BOARD MEMBER REPORTS:

OLD BUSINESS

Septic Improvement Application: Hiedi Hernandez and Ray Gullion were present to answer further questions regarding their application for septic improvements. The board asked several questions to understand the scope of the request. Due to lack of details on the present system and the landowners still waiting for a contractor to come out to inspect, any decision to approve cost share funding will be postponed until more information can be provided.

WACD Convention RSVP: Amanda provided the board with the link to the WACD event and requested any RSVPs for the event. No one in attendance will be going.

WCCD Long Range Land Use Plan-2021: Amanda provided the Board with the draft for the 2021 Long Range Land Use Plan for review and approval. The Board reviewed the report and discussed. No recommended changes were given. Susan made a motion to approve the draft as presented. Charley seconded the motion. Motion carried.

Adopt a Highway: Amanda provided the Board with the agreement between WCCD and WYDOT for the Adopt a Highway program. This was presented only for review.

Area III Meeting: Amanda provided the Board with the minutes for the Area III meeting held on September 9, 2021. This was presented only for review.

319 CWA Implementation Grant for FY2022: Amanda notified the Board that she will be presenting the application to the WDEQ NPS Taskforce on December 15, 2021.

NEW BUSINESS

Department of Audit FY2021 Reporting: Amanda provided the Board prior to the meeting the Annual Report Summary, Self-Control Audit and Proof of Cash reports for review. Charley made a motion to approve the reporting. Susan seconded the motion. Motion carried.

Subdivision Reviews: Amanda provided the subdivision report for Lonesome Dove Resubdivision for review. Susan made a motion to approve the report. Charley seconded the motion. Motion carried.

WDA Funding Requirements: Amanda provided notes notifying the board that the Annual Report, Annual Plan and One Page summary are still in progress. She also identified Dec 7 2021 as a date the commissioners are available for the Legislative Luncheon.

NACD Membership Dues: Amanda provided the Board with the Invoice for NACD Membership Dues and requested approval to pay the budgeted \$1000. Charley made a motion to approve. Susan seconded the motion. Motion carried.

Board of Supervisors Vacancy: Dave advised the Board that he will be resigning at the end of 2021. Discussion was had on how to replace this position. The position is a Rural position.

Nowood WID: Amanda provided the Board Nowood WID meeting minutes from April 2021 to September 2021, as well as Alkali Reservoir updates for June, July, August and October 2021.

Ducks Unlimited Information Request: Amanda provided the Board with the email from Ducks Unlimited pertaining to wetland questions. The Board discussed and agreed it would be okay for Amanda to reply.

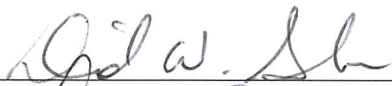
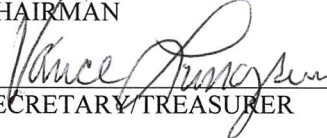
Federal Register Notices: Amanda provided the Board with the following Federal Register notices:

- [Federal Register Notice](#), Climate-Smart Agriculture and Forestry Partnership Initiative, Comments Due Nov 1st
- [Federal Register Notice](#), NEPA Regulations, Comments Due Nov 22nd
- [Federal Register Notice](#), Regulations Governing Take of Migratory Birds; Revocation of Provisions, Effective Dec 3 2021
- [Federal Register Notice](#), Migratory Bird Permits; Authorizing the Incidental Take of Migratory Birds, Comments Due Dec 3rd

OTHER BUSINESS

The WCCD Board meeting adjourned at 8:36 pm.

Respectfully submitted by Amanda O'Keefe, Director November 11, 2021.

	11/17/21
CHAIRMAN	DATE
	11-23-21
SECRETARY/TREASURER	DATE