

LINGLE/FT. LARAMIE CONSERVATION DISTRICT**MINUTES****Tuesday December 20th, 2022****LFLCD Office, LINGLE, Wy****Members Present:** Don McDowell, Jenna Meeks, Dave Johnson, and Linda Nichol**Members Absent:** Matt Teeters**District Employees Present:** Karen Johnson, District Manager**NRCS:** Ryan Clayton**REGULAR MONTHLY MEETING:** Chair called the regular meeting to order at 1:03 pm in the Lingle Fort Laramie Conservation District Office.**APPROVE AGENDA:** Jenna moved to approve the agenda. Linda seconded the motion, and the motion was carried.**MINUTES:** Jenna moved to approve the minutes with corrections (Old Business A. Should read The Case Bier and Pine Ridge Watershed was discussed with the Mayor of Fort Laramie out of order.) Linda seconded the motion, and the motion was carried.

TREASURER'S REPORT:

| | |
|----------------------|---------------|
| Last Meeting Balance | \$ 46,406.92 |
| Income | \$ 76,096.75 |
| Expenses | \$ 4,883.76 |
| Ending Balance | \$ 117,619.91 |
| Savings Balance | \$ 10,003.17 |
| Total Balance | \$ 127,623.08 |

Dave motioned to approve the Treasurers Report noting 0.01 cent difference in the bills charged to credit card and the credit card statement. Jenna seconded the motion, and the motion was carried. Jenna motioned to call PVB Visa and resolve the 0.01 cent charge. Dave seconded the motion, and the motion was carried. Dave also reviewed last months Treasurer's Report already reviewed by the board. Dave motioned to approved last month's report as presented. Jenna seconded the motion, and the motion was carried.

RECONCILED BANK AND CREDIT CARD STATEMENTS: Dave motioned to approve the reconciliation statements as presented. Jenna seconded the motion, and the motion was carried.**NRCS:** Ryan provided a written report for the board & discussion was had pertaining to the report. The report was included in the packets. He stated there was \$350,000 of monies available to fund mostly irrigation in the county. He has 46 applications for pivots and will be able to only fund 3 pivots.**WALK IN:****NEW BUSINESS:**

A. The 2022-2027 Local Land Use and Natural Resource Management Plan (Long Range Plan) was finalized with corrections to the final draft. Jenna moved to approve the LRP with corrections. Linda seconded the motion, and the motion was carried. Karen will make the corrections and email final to WDA and WACD.

B. The Annual Report and One Page Summary for 2021-2022 was presented. Jenna moved to approve both with corrections. Dave seconded the motion, and the motion was carried. Karen will make the approved corrections and email finals to WDA and WACD.

C. The Annual Plan for 2022-2023 was presented. Jenna motioned to approve with minor corrections (Jenna needs to be corrected to Urban member and Linda to At-Large member on the plan). Linda seconded the motion, and the motion was carried. Karen will make corrections and email to WDA and WACD.

D. The reorganization form discussion will be held at the January 2023 meeting.

E. 1)The Risk Management Policy was discussed. The board will review, and discussion will be held at the January 2023 meeting

2) The Procurement Rule Policy was reviewed and benched until January 2023 meeting

3) The LFLCD Personnel Policy was reviewed and discussed. The board will review and discuss at the January 2023 meeting.

4) District Manager Job Description and Bookkeeping Job Description was reviewed. Jenna will combine the two and present at the January 2023 meeting for discussion.

F. Don donated a mat for desk chair to protect the carpet. A decision to purchase an office printer will be made in January.

G. The 2022 Convention was attended by Don, Linda, Dave, and Karen. It was a very informative meeting. Tim Dittmer won the chainsaw from the WNRF drawing. Linda's resolution was adopted. House Bill 60 was discussed.

H. Another letter from the IRS concerning form 941 was received. Jenna motioned to send the IRS a letter requesting information about the inquiry. Linda seconded the motion, and the motion was carried. Karen will type a letter.

I. Wy Ag in the Classroom donation was discussed. Linda will get with Lee Hageman to inquire about education. Donation amount will be benched until next month.

J. USDA informational packet was reviewed with Ryan.

OLD BUSINESS:

A. The monthly grant report was presented to the board.

B. Linda will call contractor and get more information about the type of windows & doors to be installed. Jenna motioned to pay the \$2000.00 deposit to the contractor. Dave seconded the motion, and the motion was carried. Linda moved to purchase a piece of plexi-glass for the front screen door. Jenna seconded the motion, and the motion was carried. Karen will measure and purchase.

C. The Case Bier Dam was discussed. Shawn Follum, NRCS Wyoming State Conservationist Engineer, at 307-233-6748 is the contact person to follow up with any available funding.

D. Hazardous Waste Days was a success. The final bill from Clean Harbors had a discrepancy, Jenna will follow up. A few donations were received. The bill from Torrington Telegram was received and copy given to Jamie the district manager of SGCD & NPVCD. Jamie also gave Karen a copy of the bill from the radio station.

E. State Funding worksheet was reviewed. LFLCD will be compliant as soon as Karen emails reports, summary, and plans to WDA & WACD.

DRILL REPORT: The monthly drill report was included in the board packets for review.

PIVOT TRACK CLOSER/BROADCASTER: No report

SOCIAL MEDIA REPORT: Karen will update when time allows.

OTHER REPORTS: Jenna presented the Barnyards & Backyards Rural Living in Wy Funding Application. The board unanimously approved to move forward with the proposal presented.

CORRESPONDENCE: Campbell County Newsletter, NSDC Monthly Newsletter, and Wy Ag in the Classroom Annual Report was shared with the board.

ADJOURN: The Chair adjourned the meeting 4:30 pm

NEXT REGULAR BOARD MEETING: **January 17th, 2023, at 1:00 pm at the Lingle Office.** Due to scheduling issues, Jenna motion to move next month's board meeting to January 17th, 2023. Dave seconded the motion, and the motion was carried.

vice-Chair Linda Nichol
acting chair

1-17-23
Date

Dave John
Treasurer

Karen Johnson
Administrator