

MINUTES
TUESDAY, JANUARY 12, 2021
POINTS WEST BANK, LINGLE

SPECIAL BUDGET HEARING

Chair called the **Special Budget Hearing** to order at 1:12 pm

Members Present: Don McDowell, Chair; Dave Johnson, Treasurer; Linda Nichol, Secretary Jenna Meeks,

Members Absent: Joe Speckner; Vice Chair; Sam Valentine, Accounting,

District Employees Present: Karen Johnson, District Manager

Visitor: Tim Bartel

BUDGET HEARING: The Amended Budget was reviewed. Questions were asked by Jenna (new member), she was brought current about the need for the Amended Budget, and the Board explained where numbers were moved to and from. Jenna moved to approve the Amended Budget. Linda seconded the motion and motion to approve was carried.

With no further business before the Board concerning the Amended Budget, Chair adjourned the Budget Hearing at 1:35 pm

REGULAR MONTHLY MEETING

Chair called the regular meeting to order at 1:36 pm

Members Present: Don McDowell, Chair; Dave Johnson, Treasurer; Linda Nichol, Secretary; Jenna Meeks,

Members Absent: Joe Speckner, Vice Chair; Samantha Valentine, Accounting

District Employees Present: Karen Johnson, District Manager

NRCS, DC Ryan Clayton, was absent.

APPROVE AGENDA: Dave moved to approve the agenda as presented. Don seconded motion, and motion was carried.

MINUTES: Dave moved to accept regular minutes for December 8th, 2020 as presented. Jenna seconded motion, and motion carried.

TREASURER'S REPORT:

Last Meeting Balance	\$107,571.49
Income	\$ 18,309.88
Expenses	\$ 5,697.38
Ending Balance	\$ 113,220.20
Savings Balance	\$ 6,962.91
Total Balance	\$ 120,183.99

Dave moved to approve Treasurer's Report and voucher as presented. Don seconded motion, and motion carried.

RECONCILED BANK & CREDIT CARD STATEMENTS: Dave moved to accept reconciliations as submitted. Don seconded motion, and motion carried.

NRCS: No Report provided in DC's absence.

UNFINISHED BUSINESS

- A. Annual Reports were completed, submitted, and received before the 12/30/2020 deadline.
- B. Auction Item was delivered Wednesday 12/13/2020 to Casper by Karen.
- C. Archives are still needing to be categorized and took to Cheyenne, Wy.

- D. Email, Website, and Facebook
 - 1. Beginning next scheduled meeting the board will have a “Social Media” category
 - 2. Need to update FB and Website office hours.
 - 3. Add Tim Bartel to email list and assist others in getting emails set-up.

NEW BUSINESS

- A. Intent to use Lab Funds. This agenda item was discussed along with ideas for usage of lab funds. Linda motion to approve the Lab Fund Intent form. Jenna seconded the motion, and motion was carried.
- B. Employee and District Supervisor Training was discussed for the tentative dates 2/24-2/25/2021.
 - 1. Tim, Don, Jenna, and Karen plan on attending in Cheyenne unless canceled due to Covid 19.
 - 2. Karen will be having on-line Principles of Water Quality Training week of 1/25-29/2021.
- C. USDA News Release. No one on the board had interest in being on the Advising Board.
- D. Conservation District Resignation/ Appointment Memo deadline 1/29/2021
 - 1. Joe Speckner’s letter of resignation was received on 12/24/2020 and will be submitted along with the Memo to WDA and WACD offices
 - 2. Tim Bartel’s short bio was received and will also be submitted along with the Memo to WDA and WACD offices to be heard by the State Board for approval
 - 3. Jenna Meeks was welcomed to the Board.
- E. Water Quality Grant Program
 - 1. Application date was discussed. Board members need to think of ideas. Karen will get with Ryan of NRCS and see if he has any projects going that funds could be used for.
- F. Seedling Trees. If the District gets the free seedling trees from WSFD ideas on distribution was given. LFLCD could advertise on the Website and/or on Facebook. Advertising the free trees on the radio station was another option discussed. Schools, with education for students on planting, caring and advantages of planting trees was also an idea.
- G. Water Testing. The District is awaiting on word from Michelle concerning the contract pricing with Laramie for testing prices.
 - 1. Supplies... should be some in the office. Karen will look next week. An inventory on water testing supplies will need to be done.
 - 2. Training will need to be done.
- H. New location of monthly board meeting was discussed. The meeting will continue to be at Points West Bank in Lingle. The monthly board meetings need to be dismissed by no later than 4:00 pm if possible.
- I. WACD Nursery Stock/Seed Dealer license renewal needs to be done by 3/31/2021. Karen will do this.

DRILL REPORT:

- A. No-Till Drill Report was given.
 - 1. District still has a couple of outstanding uncollected debts. Karen will follow up on those and try to collect.
- B. Schedule
 - 1. 2021 Calendar/Schedule is now in the drill book, and future dates are tentatively booked.

NEW DRILL REPORT

- A. The Public Purchase Site was created in December. The bid for the new drill was made public. The site received a bid from 4 Rivers Equipment in Cheyenne. The district also received sealed bids from Sandburg Implement in Gering, Ne, Brown Co. in Wheatland, Wy, and Brown Co. in Torrington Wy. The bid of \$35,900.00 was awarded to Brown Co. in Torrington, Wy
- B. Delivery date of the NEW Great Plains 12’ No-Till Drill is estimated for late March 2021

- C. Goshen County Economic Development is giving a \$5000.00 grant towards the purchase of the new drill.

BROADCASTER/SEEDER

- A. Rental Agreement was reviewed and discussion on changes to be made on the agreement were had. It was decided to allow the broadcaster out for increments not to exceed 3 business days unless approved. When possible for pickup and return to be 8am-12pm Monday thru Friday unless other arrangements are made in advance,
- B. A separate calendar and book will be kept for the broadcaster.

OTHER REPORTS

- A. Karen has her notary stamp and is available to notary work when needed.
- B. SAMS renewal account needs to be reviewed and if possible let expire with the understanding NO federal funds can be awarded until account is brought current. This account has never been used and can be renewed in the future if needed.
- C. Files are still needing to be put in order. Karen will continue to update and put in order.

CORRESPONDENCE

- A. Wy Ag in the Classroom handout was passed around for the Board to review.
- B. Wy Association of Special Districts Flyer was passed around and reviewed by the Board.
 - 1. On- line special training was discussed and is available free to members of WASD.
 - 2. Membership was discussed. The membership dues would be approximately \$75 per year. Jenna moved to join the WASD and pay the dues. Linda seconded the motion and motion was carried.

With no further business to come before the Board, Chair adjourned the meeting at 4:20 pm.

NEXT REGULAR BOARD MEETING: February 9th, 2021 at 1:00 p.m. at Points West Bank in Lingle,

Chair

Date

Treasurer

Administrator

