

Original

**LINGLE/FT. LARAMIE CONSERVATION DISTRICT**

**MINUTES**

**Tuesday October 10th, 2023**

**LFLCD Office, Lingle, Wy**

**Members Present:** Jenna Meeks, Don McDowell, Matt Teeters, Linda Nichol, and Dave Johnson.

**Members Absent:**

**District Employees Present:** Karen Johnson, District Manager

**NRCS:** Ryan Clayton was not present.

**REGULAR MONTHLY MEETING:** Chairman called the regular meeting to order at 1:03 pm in the Lingle Fort Laramie Conservation District Office.

**APPROVE AGENDA:** Don moved to approve the agenda. Jenna seconded the motion, and the motion was carried.

**MINUTES:** Don moved to approve the minutes as presented Matt seconded the motion, and the motion was carried. The Board unanimously chose to alter the agenda and move to New Business to discuss Insurance with Michelle from Burns Insurance.

<b>TREASURER'S REPORT:</b>	Checking Balance	\$135,912.77
	Income	\$ 5,791.48
	Expenses	\$ 8,378.66
	Ending Balance	\$133,325.59
	Savings Balance	\$ 15,065.40
	Total Balance	\$148,390.99

Dave moved to approve the Treasurer's Report. Matt seconded the motion, and the motion was carried.

**RECONCILED BANK AND CREDIT CARD STATEMENTS:** Dave approved the bank and credit card reconciliation. A discussion was held concerning credit card utilization by the board to purchase items for events instead of board members being reimbursed by the district for purchases made for events. It is preferred to utilize the LFLCD credit card when possible, rather than purchasing individually and seeking reimbursement.

**NRCS:** Ryan was not present.

**WALK IN:** None

**NEW BUSINESS:**

- A. Michelle from Burns insurance presented the board with packets containing completed coverage, deductibles, and costs of coverage. A lengthy discussion was had, a few minor changes were made to the policy, and the board agreed to pay the policy in full once a year in a lump sum.
- B. The Johnson Small Water Project was discussed. Ryan is currently working on the application for the Water Development. The application is due by November 15<sup>th</sup>, 2023, to be considered for review by the Water Development Commission in March 2024. The Board discussed moving forward with the project. Final decisions concerning the project will be made at next month's meeting in November.
- C. The Hazardous Waste Day was held on October 5<sup>th</sup>, 2023. Donations of dumpsters were made from the City of Torrington and Butlers Salvage. Clean Harbors were used again this year to collect waste. Tires were also collected this year and three dumpsters were filled to be taken to Gering, NE.
- D. Karen has preordered a number of popular trees from last year. A discussion was held concerning the price increase. Jenna presented to the board a suggested price list. The board voted unanimously to approve the price list. Karen will get the order form updated to represent the changes. A discussion concerning obtaining soil test kits to determine soil conditions for planning of trees was

had. Karen will look into cost of kits. The idea of having a workshop regarding soil tests was also discussed.

- E. The 2023 Annual Convention will be held in Dubois November 15-16, 2023. Jenna will get a basket put together for the auction item. The district will give a rain gauge for the employee auction. Travel to the convention will be on November 14 which corresponds with the districts regularly scheduled monthly meeting. The board unanimously approve to move the meeting to November 7<sup>th</sup>, 2023. Karen will post flyers, post to Facebook, and the website. The WNRF gator tickets have all been sold. Someone from the board will take them to Dubois.

**OLD BUSINESS:**

- A. The monthly grant report was presented in the board packet. This is due each month until next April.
- B. All reports were submitted to the Dept of Audit.
- C. The Botanical Garden discussions were benched until discussion with the Town of Lingle can be conducted.

**REPORTS: DRILL REPORT:** Report was included in the board packet. The drill is currently at Greg Starck place. It will be moved to the office as soon as transportation can be arranged.

**PIVOT TRACK CLOSER/BROADCASTER:**

**TRUCK REPORT:** The truck was looked at by Transwest Ford and it was determined the issue should still be under warranty by Dodge/Ram. Karen will go to Scottsbluff, take the truck from Transwest to Reganis for warranty repairs. The first available appointment at Reganis was in November, but they will try to work it in sooner if possible.

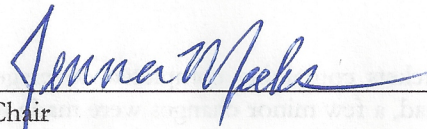
**SOCIAL MEDIA REPORT:** Karen will update when time allows.

**OTHER REPORTS:** The district newsletter needs to be finalized for review asap. Karen will work on getting this done. The District Policy Manual was presented for review. Don motioned to approve the Policy Manual as presented. Matt seconded the motion, and the motion was carried.

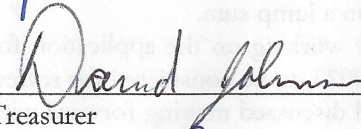
**CORRESPONDENCE:** WACD Newsletter & WDA Corner Post. was included in the board packet.

**ADJOURN:** The Chairman adjourned the meeting at 4:05 pm.

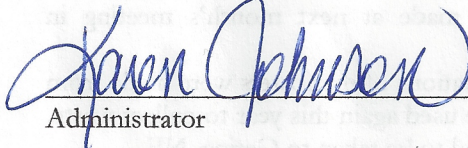
**NEXT REGULAR BOARD MEETING:** The next regularly scheduled board meeting will be scheduled for **November 7th, 2023, at 1:00 pm at the Lingle Office.**

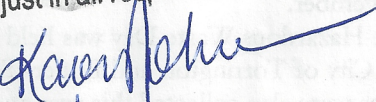
  
Chair

11/7/23  
Date

  
Treasurer

Certification - I hereby certify, under penalty of perjury, that this receipt, invoice or statement and the items included herein for payment are correct and just in all respects.

  
Administrator

Signed: 

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