**LINGLE/FT. LARAMIE CONSERVATION DISTRICT**

 **MINUTES**

**Tuesday September 13th, 2022**

**LFLCD Office, LINGLE, Wy**

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

Members Absent: Tim Bartel

District Employees Present: Karen Johnson, District Manager

NRCS: Shade Frank

**REGULAR MONTHLY MEETING:**  Chair called the regular meeting to order at 1:04 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:** Linda moved to approve the minutes as presented. Dave seconded the motion, and the motion was carried.

**TREASURER’S REPORT:**

Last Meeting Balance $ 67,711.57

Income $ 4,086.25

Expenses $ 3,238.25

Ending Balance $ 68,559.57

Savings Balance $ 10,000.08

Total Balance $ 78,560.45

**RECONCILED BANK AND CREDIT CARD STATEMENTS:**  Dave moved to approve the treasurers report and bank reconciliation. Linda seconded the motion, and the motion was carried. No Credit Card statement received in mail as of meeting date. Karen will follow up.

**NRCS:** Shade discussed the preliminary EQIP program. CPR Grasslands are being finished up by NRCS staff. He filled the board in on the Watershed Inspections and what the inspections consist of. The Board is looking forward to attending these inspections.

**WALK IN:** Logan Dailey from the Torrington Telegram. Logan had come by the office. He was here to do a story on the move of the districts move from Torrington.

**NEW BUSINESS:**

**A.** Don hand delivered another invitation to the Goshen County Commissioners. No one was available to attend. Karen will send out another invitation to the Commissioners as well as the elected officials of the Town of Lingle and Fort Laramie.

**B.** Long-Range Plan was reviewed, and a few suggestions were made concerning urban areas. Karen will run the 45-day Public Notice in the newspapers as well as post on the district’s website and Facebook pages. She will also post the notice in the office, and local businesses.

**C.** Trees sales and orders was discussed. Karen will up the number of trees to be pre-ordered.

**D.** Karen will try to attend the STAC meeting on September 28th by zoom.

**E**. The energy assessment report was discussed. Installation of heat in the building is high priority. Karen will seek out bids from area contractors as well as putting out notice on Public Purchase site.

**F.** Watershed Inspections within the district start on Wednesday September 14th. The board members and Karen will be able to attend inspections along with the Torrington NRCS group.

**G.** Discussion about advertisement and parking of equipment was mentioned. Will discuss more at next meeting. Karen still needs to get bids on a carport for the truck.

**H**. Karen is still currently working on F-32, Annual Summary, Proof of Cash, Internal Control Evaluation, and Self Audit (if needed).

**I.** Area II meeting will be held in Douglas on September21, 22. Karen, Dave, Linda, and Don will attend. Karen will have the district truck fueled up and ready to leave by 7:00 am.

 **OLD BUSINESS:**

**A**. WACD awards were discussed. The few constituents the board wanted to nominate chose not to be nominated.

**B.** The board received the energy grant from the Wyoming Energy Authority. The SAMS registration is complete, and the number was received.

**C.** The board was updated on the procedures of the election concerning the lack of candidates to sign up to run.

**D.** The letter was done and mailed to the Niobrara Conservation District.

**E**. Office equipment discussion was delayed until next month’s meeting.

**DRILL REPORT**:

The monthly drill report was included in the board packets. All outstanding invoices have been paid. No new seed cost share applications have been received.

**PIVOT TRACK CLOSER/BROADCASTER:**  The monthly report was included in the board packets. No discussion.

**SOCIAL MEDIA REPORT:** Karen has updated both facebook and the district website.

**OTHER REPORTS:**  Jenna updated the board on information obtained from Clean Harbors waste collection.

**CORRESPONDENCE:** Project Learning Tree Workshop flyer was passed around.

**ADJOURN:** The Chair adjourned the meeting at 3:45pm

**NEXT REGULAR BOARD MEETING: October 11th, 2022,** at 1:00 p.m. at the Lingle Office.

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Chair Date

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Treasurer

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Administrator

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