MINUTES OF THE MEETEETSE CONSERVATION DISTRICT BOARD MEETING

Date:	Wednesday, 2/15/23	**District Manager:**	Steffen Cornell
Time:	2:30 p.m.	**Admin Assistant:**	Kate Biaggi
Place:	1906 State St, Meeteetse, WY	**NRCS DC:**	Rory Karhu
Meeting Type:	Regular	**Presiding Officer:**	Tim Morrison
Others:		**Supervisors Present:**	Matt Burkhart, Joe Thomas, Shawn Shepperson
		Supervisors Absent:	Ben Anson

CALL TO ORDER: *Meeting was called to order at 2:30 p.m. by MCD Chairman Tim Morrison. There were no guests or members of the public present. Joe moved to approve the Agenda, Matt seconded, motion passed unanimously. Shawn moved to approve the minutes from the January 18th Regular Board meeting, Matt seconded, motion passed unanimously.*

BUDGET AMENDMENT HEARING: *Tim opened the proposed budget amendment hearing at 2:30 PM. Joe moved to close the Public Hearing at 3:11 PM, Matt seconded, motioned passed unanimously.*

TREASURER'S REPORT: *Matt presented the Treasurer's Report for January / February, which includes the Profit & Loss Statements (Budget vs. Actual), Balance Sheet, Bank Reconciliations and Transaction Detail Report. He indicated that the District had received 78,000 from the Mill Levy during the previous month, resulting in 160% of the full year's budget. A total of at least $15,000-$20,000 more is projected to be received throughout the next 4 months. Matt moved to accept the Treasurer's Report and place the Report on file for audit, Joe seconded, motion passed unanimously.*

Blanket Voucher – January & February 2023

Type	Date	Num	Name	Memo	Paid Amount
1000 · First Bank of Wyoming					
Check	01/31/2023	3457	WWC Engineering	Invoices #224650003 - 224660003	-9,800.75
Check	01/31/2023	3458	EDE Consultants	Invoice 123008 – SAP work	-61.00
Check	01/31/2023	3459	Steffen C Cornell {employee}	HSA # 2200003620413 - January '23	-400.00
Check	01/31/2023	ACH	United States Treasury	941 Deposit - 1st Qtr, 2023	-460.54
Total 1000 · First Bank of Wyoming					-10,722.29
1001 · Pinnacle Bank Chk - xx01					
Check	01/31/2023	3826	Pinnacle Bank - VISA	February payment for January transactions	-3,203.56
Check	01/31/2023	3827	WACD {vendor}	FY22-23 Annual WACD Dues	-7,364.00
Check	01/31/2023	3828	Kate Biaggi {employee}	January 2023 (10.5 hrs) - K Biaggi - AA	-155.14
Check	01/31/2023	3829	Steffen C Cornell {employee}	January 2023 - Paycheck - S Cornell - DM	-3,202.09
Check	01/31/2023	3830	Schatz Accounting Services	January 2023 - Invoice 4130	-330.00
Check	01/31/2023	ACH	Empower Retirement	January 2023 - Plan #93001-02 D 354	-100.00
Check	01/31/2023	ACH	Wyoming Retirement System	January 2023 Contributions - Agency # 564	-819.28
Check	01/31/2023	ACH	Google {vendor}	January 2023 - conservewy.net - G Suite	-24.00
Check	02/09/2023	ACH	Town of Meeteetse	January 2022 Utilities	-124.20
Check	02/09/2023	ACH	Black Hills Energy	January 2023 - Acct. # 3214 4702 69	-212.18
Check	02/10/2023	ACH	TCT West Inc.	January 2023 - Acct. # 00040249-3	-117.64
Check	02/16/2023	ACH	WEBT	Insurance Premiums - March 2023	-1,768.32
Check	02/27/2023	ACH	Big Horn REA {vendor}	January 2023 - Acct. # 10337-003	-316.48
Total 1001 · Pinnacle Bank Chk - xx01					-17,736.89
TOTAL					**-28,459.18**

DISTRICT CONSERVATIONIST REPORT:

Rory reported on the following programs for the month of January 2023: Planning with clients via text, email, and phone; Planning and installation in person on-site/office; Contract modifications – 1 PCFCD; CARP payments – 1 CCD, 1 SBHCD; Mailed 2023 Ineligibility letters; Big Game Initiative control of land and permission to install issues, meetings, and coordination; Cultural Resources surveys with State NRCS office archeologist – 1 CCD, 2 PCFCD; Division I Point of Contact (POC) duties; Ranking and subaccount development with local and State NRCS offices
Certified Practices for January include: Irrigation Pipeline; Sprinkler System; Pumping Plant; Structure for Water Control; Irrigation Water Management; High Tunnel System; Grassland Conservation Initiative; Pumping Plant
General:
PCFCD, CCD, MCD monthly meetings; AC/DC meetings; Shoshone River Partners meeting; Lakeview Irrigation District meeting and NRCS update; NRCS Programs Connection meetings; NRCS Technical Connection meetings; Big Game Initiative coordination meetings – 10 total TEAMS and in person; Vehicle lincPass scanner troubleshoot and fix; GovDelivery Articles for December and January FPAC newsletters; UW Extension Symposium – Powell; First quarter ROOT report; Staff individual development plans; NRCS Wildlife friendlier fences technical note committee meeting; Big Game initiative trail cameras (7) setup on Meeteetse projects; WACD state meeting; Time Systems coordination committee meeting; Ag Learn trainings – 3; Bridger, MT NRCS Plant Materials Center Committee meeting

OLD BUSINESS:
Budget Amendment - Joe moved to approve the FY23 Amended Budget, Matt seconded, motion passed unanimously.

General – *Sewer Line* – The FY23 Amended Budget included $5000 for repairs to the Sewer Line.

NEW BUSINESS:
Subdivision Review – The District was asked to provide comments and concerns regarding the Whispering Ridge Minor Subdivision to be heard by the Park Co. Planning and Zoning Commission on March 15th. It was determined that the District will review MCD Policy in order to advise on the decision once more information on the subdivision proposal, including maps, has been forwarded for examination.

Review Calendars for February and March 2023 – February 22nd – WY Big Game Site Visit and Discussion; March 21st – G&F Season Setting Meeting; March 29th – 30th – NRCS Division 1 Workforce Meeting.

MEETING ADJOURNED at 4:23 p.m. – *The next Regular Board Meeting will be Wednesday March 15th, 2023 at 3:00 p.m. (Tim Morrison will be absent).*

Date: March 15th, 2023 **Authorized Signatures:**