MINUTES OF THE MEETEETSE CONSERVATION DISTRICT BOARD MEETING

Date:	Wednesday, 7/19/23	**District Manager:**	Steffen Cornell
Time:	3:00 p.m.	**Admin Assistant:**	
Place:	1906 State St, Meeteetse, WY	**NRCS DC:**	Rory Karhu (phone)
Meeting Type:	Regular	**Presiding Officer:**	Tim Morrison
Others:		**Supervisors Present:**	Matt Burkhart, Joe Thomas, Ben Anson, Shawn Shepperson
		Supervisors Absent:	

CALL TO ORDER: Meeting was called to order at 3:22 p.m. by MCD Chairman Tim Morrison. There were no guests or members of the public present. Shawn moved to approve the agenda, Ben seconded, motion passed unanimously. Ben moved to approve the minutes from the June 21st Regular Board meeting, Matt seconded, motion passed unanimously.

TREASURER'S REPORT: Matt presented the Treasurer's Report for June / July, which includes the Profit & Loss Statements (Budget vs. Actual), Balance Sheet and Transaction Detail Report. Bank reconciliations were not completed at the time of the meeting but will be done prior to the next (August) meeting. Joe moved to accept the Treasurer's Report and place the Report on file for audit, Ben seconded, motion passed unanimously.

Blanket Voucher – June & July 2023

1000 · First Bank of Wyoming					
Check	06/30/2023	ACH	WY Dept. of Workforce Services	To pay 2nd Qtr, 2023 payables due - Paid by EFTPS	-356.40
Check	06/30/2023	ACH	United States Treasury	941 Deposit - 2nd Qtr, 2023 - Paid by EFTPS 7/14/23	-434.82
Check	06/30/2023	3475	Steffen C Cornell {employee}	HSA # 2200003620413 - Contribution for June '23 & Year End	-1,500.00
Total 1000 · First Bank of Wyoming					-2,291.22
1001 · Pinnacle Bank Chk - xx01					
Check	06/30/2023	3852	Pinnacle Bank - VISA	July payment for June transactions	-5,574.36
Check	06/30/2023	3853	Schatz Accounting Services	June 2023 - Invoice 4238	-15.00
Check	06/30/2023	3854	Steffen C Cornell {employee}	June 2023 (176 hrs) - Paycheck - S Cornell - DM	-3,202.09
Check	06/30/2023	ACH	Empower Retirement	June 2023 - Plan #93001-02 D 354	-100.00
Check	06/30/2023	ACH	Wyoming Retirement System	June 2023 Contributions - Agency # 564	-819.28
Check	06/30/2023	ACH	Google {vendor}	June 2023 - conservewy.net - G Suite Business	-20.00
Check	07/10/2023	ACH	Town of Meeteetse	June 2023 Utilities	-124.20
Check	07/11/2023	ACH	Black Hills Energy	June 2023 - Acct. # 3214 4702 69	-43.55
Check	07/14/2023	ACH	TCT West Inc.	June 2023 - Acct. # 00040249-3	-110.64
Check	07/17/2023	ACH	WEBT	Insurance Premiums - August 2023	-1,899.32
Check	07/25/2023	ACH	Big Horn REA {vendor}	June 2023 - Acct. # 10337-003	-101.97
Total 1001 · Pinnacle Bank Chk - xx01					-12,010.41
TOTAL					**-14,301.63**

DISTRICT CONSERVATIONIST REPORT:

Rory shared a spreadsheet report of all contracts in Park County, broken out by Conservation District which amounted to approximately $3.5 million paid for various practices. He has been inventorying fence, cheat grass and wet meadows under the Big Game Imitative (EQIP). Cheat grass control is gaining traction again with aerial applications of Rejuvra. NRCS will probably contract on some Zeedyke structures to restore wet meadows in the Absaroka Front. Rory shared details about the recent pollinator training for which the field portion was held in Meeteetse, having over 25 attendees. The BHB Sage Grouse Local Workgroup members will make a recommendation for or against having Matt Burkhart fill the vacant CD role before the end of the week.

DISTRICT MANAGER REPORT: Monthly bookkeeping, transfers, reconciliations & financial reports, cash flow tracking; Documenting Daily Activities and Monthly activity report, banking in Cody; Monthly Board Meeting and then follow-up items, mailing bills, posting notices; Review of monthly timesheets and submitting to Tana for Payroll; Mowed Lawn, cleaned office; Correspondence with County Treasurer about spreadsheet error for O&G revenue tracking; Met with Cody CD to discuss a shared position using NACD grant, viewed grant webinar; Plotted / mapped WQM sites for Washakie Co CD; Took soil sample for cooperator up Wood River and sent to CSU for lab analysis; Discussed wildlife / pollinator habitat and BDA's with interested landowner in office; Assisted NRCS staff with lek count data for sagebrush habitat treatment project in Hot Springs Co.; Picked up materials and repaired chicken coop for landowner on Gooseberry Creek; Met with G&F staff and Water Development Office in Cody to discuss grant application for Small Water projects; Vacation (8); BLM Sage Grouse plan amendment webinar for CA's; Sold compost bins and thermometers; Topped off compost bins, harvested worm castings; Facilitated delivery of wood chips to MCD office from local arborist; Water Quality Recertification training virtually for 2 days and field day in Sheridan; Pollinator pre-training online and class in Powell and field in Meeteetse; Water Quality Monitoring on 6/5, 6/15 and 6/28 (sample collection and lab processing); Worked with In-Situ to troubleshoot and reset turbidity meter to factory calibration (issue with 10 NTU standard); Ordered supplies (calibration standards, colilert, trays, vessels, etc.); Completed and submitted WDA Water Quality Grant Interim Report; Collected data, and entered data into CoCoRaHS reporting system

OLD BUSINESS:

FY'24 Annual Budget – Shawn moved to approve the FY'24 Annual Budget as presented, Ben seconded, motion passed unanimously.

Review Calendars for July and August 2023 – Timber Creek Field Tour on August 9th, Steffen will be on vacation from August 14th – 18th.

MEETING ADJOURNED at 4:04 p.m. – *The next Regular Board Meeting will be Wednesday August 23rd, 2023 at 3:00 p.m.*

Date: **September 20th, 2023**

Authorized Signatures: _____

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