MINUTES OF THE MEETEETSE CONSERVATION DISTRICT REGULAR BOARD MEETING

October 14th, 2021

Type of Meeting: Regular Meeting
Place: MCD Office 1906 State St, Meeteetse, WY
Date: Thursday, 10/14/2021
Time: 3:00 p.m.
Presiding Officer: Tim Morrison (phone)
Supervisors Present: Matt Burkhart, Lionel Ostrander
Supervisors Absent: Joe Thomas, Ben Anson
District Manager: Steffen Cornell
NRCS District Conservationist: Rory Karhu (absent)
Others:

CALL TO ORDER/BUDGET HEARING: *Meeting was called to order at 3:33 p.m. by MCD Chairman Tim Morrison. Lionel moved to approve the agenda and recognize guests and to approve the Minutes from the August 11th, 2021 Regular Board meeting, Matt seconded, motion passed unanimously.*

TREASURER'S REPORT: *Matt reviewed the September Treasurer's Report prior to the meeting, which includes the Profit & Loss Statements (Budget vs. Actual), Blanket Voucher, Bank Reconciliations, Transaction Detail Report and the Meeteetse Conservation District bills for the month. Matt moved to accept the Treasurer's Report, pay the MCD Bills, and place the Treasurer's Report on file for audit, Lionel seconded, motion passed unanimously.*

Blanket Voucher September & October 2021

Type	Date	Num	Name	Memo	Paid Amount
1000 · First Bank of Wyoming					
Check	09/30/2021	3402	NACD - Investment	Customer #45291	-101.00
Check	09/30/2021	3403	Steffen C Cornell {employee}	HSA # 2200003620413 - Contribution for September '21	-400.00
Check	09/30/2021	3404	John H Frey {employee}	September 2021 (24.5 hrs) - Paycheck - J Frey - RT	-438.85
Check	09/30/2021	ACH	United States Treasury	941 Deposit - 3rd Qtr, 2021 - Paid by EFTPS 10/15/21	-481.00
Check	09/30/2021	ACH	Wyoming Department of Workforce Services	To pay 3rd Qtr, 2021 payables due - Paid by EFTPS	-391.17
Total 1000 · First Bank of Wyoming					-1,812.02
1001 · Pinnacle Bank Chk - xx01					
Check	09/30/2021	3745	Orchard Trust	September 2021 - Plan #93001-02 D 354	-100.00
Check	09/30/2021	3746	Pinnacle Bank - VISA	October payment for September transactions	-1,057.71
Check	09/30/2021	3747	Schatz Accounting Services	September 2021 - Invoice 3790	-25.00
Check	09/30/2021	3748	Wyoming Retirement System	September 2021 Contributions - Agency # 564	-819.28
Check	09/30/2021	3749	Steffen C Cornell {employee}	September 2021 (176 hrs) - Paycheck - S Cornell - DM	-2,873.35
Check	09/30/2021	3750	Vision West	Invoice # 7254-s	-21.25
Check	10/01/2021	ACH	Google {vendor}	September 2021 - conservewy.net - G Suite Business	-12.00
Check	10/12/2021	ACH	Black Hills Energy	September 2021 - Acct. # 3214 4702 69	-37.71
Check	10/13/2021	ACH	Town of Meeteetse	September 2021 Utilities	-219.40
Check	10/14/2021	ACH	VSP Vision Care	Vision Insurance for Ocotber 2021	-18.69
Check	10/15/2021	ACH	TCT West Inc.	September 2021 - Acct. # 00040249-3	-107.66
Check	10/20/2021	ACH	Blue Cross Blue Shield of Wyoming	Health Insurance Premium for November	-1,572.00
Check	10/25/2021	ACH	Big Horn REA {vendor}	September 2021 - Acct. # 10337-003	-80.10
Total 1001 · Pinnacle Bank Chk - xx01					-6,944.15
TOTAL					**-8,756.17**

DISTRICT CONSERVATIONIST REPORT: *On file*

DISTRICT MANAGER REPORT: *Tabled until November meeting*

OLD BUSINESS: *Tabled until November meeting*

NEW BUSINESS: *Lionel moved to approve and sign the WY Department of Audit Local Government Annual Report Summary FYE 6/30/21 form, the WY Department of Audit Internal Control Evaluation Worksheet 2021 form, the Empower Retirement Plan Service Center Authorization form and the Empower Retirement Banking Change Request form for submittal, Matt seconded, motion passed unanimously.*

MEETING ADJOURNED at 3:38 p.m. – *The next Regular Board Meeting will be Wednesday November 10th, 2021 at 3:00 p.m.*

Date: NOVEMBER 10, 2021 **Authorized Signatures:** _____