

Laramie County Conservation District

11221 U.S. Hwy. 30
Cheyenne, WY 82009

Regular Board Meeting

Thursday, July 15th, 2021

4:00 p.m.

Attendance

Supervisors Present: Tom Farrell, Chairman; Ann Sanchez, Vice Chairman; Kevin Wells, Treasurer; Jay Berry, Secretary; Casey Epler, Member.

District Employees Present: Shaun Kirkwood, Kathy Cooney, Dale Beranek, Jeff Geyer, Paul Sandler, Rex Lockman.

Associate Supervisor: Jim Cochran

1. CALL TO ORDER

At 4:07 p.m. Tom called the board meeting to order.

2. BUDGET HEARING (Public Hearing) District's FY '21-'22 Budget

At 4:08 p.m. Tom closed the regular board meeting opened the Budget Hearing. Shaun presented the Income & Expenses for the Budget for FY '21-'22.

With no further discussion,

Kevin moved to approve the budget as presented;

Ann seconded the motion. MOTION CARRIED.

At 4:15 p.m. Tom closed the Budget Hearing and opened the Board meeting.

3. MINUTES OF THE PREVIOUS MEETING- May 20, 2021

Jay moved to approve the minutes from the previous meeting;

Kevin seconded the motion. MOTION CARRIED.

4. TREASURER'S REPORT- Profit and Loss Statement – (May & June 2021) & Profit & Loss Budget Overview (July 2020-June 2021) Shaun

Shaun presented the Treasurer's Report.

Kevin moved to submit it for audit;

Ann seconded the motion. MOTION CARRIED.

5. PROGRAM REPORTS –

-Education (Ann, Paul)

Paul stated he had accepted a teaching position at Carey Jr. High as an 8th Grade US History teacher. Mid May there were field trips & stream trailer demonstrations. WyRED was held June 7-11 this year in Uinta County.

Paul also stated he had gone with the tree crew planting, had assisted with Community Enhancement plantings, and also replants in Living Snow Fences.

Paul stated he had ordered some educational materials for the display booth, and had worked with Lori Chestnut, from the Audubon society on grant information.

Ann stated she thought it was wonderful Paul was working the Audubon Society.

-Wildlife & Range (Kevin & Rex)

Rex stated the seeder has been going out a lot, and a lot of time has been spent on repairs. Rex stated he had also been busy with seeding recommendations and weed I.D.

Vegetation monitoring is done on Curt Gowdy, and some cheat grass has been missed, but it was sprayed late due to waiting on an M.O.U. to be signed. Weed control was discussed with Rejuvra. Kevin asked what the cost of the chemical was. Rex stated about 5 oz. per acre equals to about \$40.00 per acre with an 80% effective result.

Jay asked what the Mariah fence was. Rex stated it is a pasture fence of the City of Cheyenne. A fence is needed to be built to allow grazing around a pond. The WY Conservation Corp. is working with them to build the fence.

Kevin asked if anyone had looked at the WY Wildlife Task Force, and its impact it will have on Southeast WY? Kevin stated there is a survey for sheep tags if anyone is interested.

- Water (Tom & Jeff)

Tom stated it was great to see Jeff's picture with Governor Gordon on Facebook. Jeff stated the picture was to celebrate the Gutter Bin Pilot Project completion with a total of 65 additional gutter bins along with LCCD's 14.

Jeff stated small water inspections will be done soon to finish up engineering for 2020.

Jeff stated Crow Creek projects will be on hold for several years. The funds designed to Crow Creek from Microsoft will hopefully be transferred to work on Dry Creek.

Jeff stated the tour of the Library Detention Pond in June was a huge success. They are planning on another tour in August.

Tom asked what the Wick Unit reference was in Jeff's narrative. Jeff stated it was a training on using rock structures to stop erosion in gullies and headcuts. Tom asked what a headcut was. Jeff stated it is the incision of a channel where there is an abrupt vertical drop in the streambed.

- Trees (Casey & Dale)

Casey thanked the District for the good job planting on his property.

Dale stated planting season was complete. There were 106 plantings this year and with issues finding and getting temporary help, office staff stepped up and helped plant this year. Dale stated he mostly ran with a 3 person crew. Dale stated the yard had been picked up, and tree tubes have been returned to the nursery in Ft. Collins.

Dale stated there have been some issues with Austrian Pine & Prairie Sky Poplar trees with year and he has let the nursery know. CSU said they would warranty the trees, which means the District will provide the trees to the landowner at no cost to the District, but the landowner must replant their own trees.

Jay asked about Pine needleminer & Pine tip moth tree issues. Shaun stated most issues have been due to the cold snap in the area.

The struggle finding summer temporary help was discussed.

Dale stated he had also helped with Community Enhancement and Comea Shelter plantings.

- Administration (Jay, Shaun, & Kathy)

Kathy reported of the 106 plantings invoiced, there are 22 unpaid, and 10 of those are 30 days or more past due. Invoices are emailed only unless a mailed invoice is requested. The District now has an online payment portal to make payments easier for customers, and it also provides another "separation of duty" for the auditors by not handing the payments in-house.

Shaun stated he has OAC meetings every Monday at the building site. The building is approximately 2 months behind the anticipated completion date, but Five-R is hoping to gain back a month with outsourcing the shop construction.

Jay stated "as spoken".

🕒 NRCS - Mason Peebles

Shaun stated Mason is unable to attend the meeting as he out ill. A written report was given to the Board to read.

🕒 Farm Service Agency

Farm Plan(s): CRP transfer x 1
CRP contract adjustment/correction x 2
CRP revision x 1

Jay moved to approve the listed Conservation Plans.

Kevin seconded the motion. MOTION CARRIED.

Consent Agenda

6. Approval of FY 2021-2022 Salaries- Consider approval for fiscal year 2021/2022 staff salaries.

Consider approval of the following salaries for FY '20-'21: District Manager - \$65,511.09; Financial Coordinator - \$50,379.40; Education Specialist – (no change-resignation); Water Specialist - \$48,310.56; Wildlife & Range Specialist - \$62,171.20; Tree Specialist - \$48,251.42; Tree Technician - \$49,779.39.

7. Accept Paul Sandler's resignation, effective July 15, 2021 - review Paul's letter of resignation

Kevin moved to approve Consent Agenda Items #6 & #7.

Ann seconded the motion. MOTION CARRIED.

Discussion Items

8. 2020-2021 LCCD Vendor list - questions/comments?

Kathy stated the vendor list is something the auditors ask the Board to review every year. Those highlighted in yellow are new vendor's for FY '20-'21.

9. Laramie County Conservation District Reserve Policy-set reserve policy for 2021/2022.

Reserve accounts were discussed. They are part of the budget approved earlier in the Budget Hearing.

Cash Reserve was set @ \$399,658.00 & Depreciation Reserve @ \$200,000.00 for FY '21-'22.


10. Other Business-

Kevin asked what the District receives from WACD for the annual dues the District pays. It was discussed and legislative updates, and work was noted.

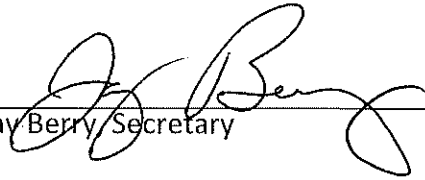
Kathy asked about clarification on proposed employee benefits changes. This topic was discussed for some time, and will be addressed again after more information is put together.

11. Adjournment-Tom


Tom adjourned the meeting at 6:00 p.m.



Tom Farrell, Chairman



Jay Berry, Secretary



Transcribed by Kathy Cooney, Financial Coordinator