

**MINUTES OF THE MEETEETSE CONSERVATION DISTRICT
REGULAR BOARD MEETING**

3:00 p.m., Monday, February 8th, 2016

Name: Meeteetse Conservation District
Place: District Office, 1906 State Street, Meeteetse
Supervisors Present: Steve Jones, Tim Morrison
Supervisors Absent: Tracy Renner
District Clerk: Ginny Davis
Resource Specialist: Nolan Hicks (absent)
NRCS District Conservationist: Rory Karhu (absent)
Guest(s): None

Type of Meeting: Regular
Presiding Officer(s): Craig Geving, Chairman

Resource Specialist: Steffen Cornell
Firewise Coordinator: Bernie Spanogle (absent)

CALL TO ORDER by Craig Geving at 3:18pm

Steve Jones moved to approve the agenda for the February 8th board meeting. Tim Morrison seconded. Motion passed unanimously.

Steve Jones moved to approve the minutes from the January 11th, 2016 Regular Board meeting. Tim Morrison seconded. Motion passed unanimously.

Steve Jones moved to approve the minutes from the January 25th, 2016 Special Board meeting. Tim Morrison seconded. Motion passed unanimously.

Steve Jones moved to approve the minutes from the January 28th, 2016 Special Board meeting. Tim Morrison seconded. Motion passed unanimously.

REPORTS

Treasurer's Report

- **Steve Jones reviewed the reconciliation records and moved to place the Treasurer's Report on file for auditing and approve paying the bills. Tim Morrison seconded. Motion passed unanimously.**

Balance Sheet Summary through February 8th, 2016 (as presented at the Board Meeting)

ASSETS			LIABILITIES & EQUITY			
	Current Assets			Liabilities		
	Checking/Savings			Current Liabilities		
	1000 · First Bank of Wyoming	622.08		Other Current Liabilities		
	1001 · Pinnacle Bank Chk - xx01	38,444.41		2100 · Payroll Tax Liability		0.0
	1004 · Firewise - Pinn Bank	23,906.79		2101 · Payroll Liabilities		1,841.72
	1050 · WGIF Local xx00	55,017.06		2120 · Employee Share Benefits		3,775.85
	1052 · WGIF Mixed xx65	34,798.08		Total Other Current Liabilities		5,617.57
	1060 · WGIF- SGPP xx76	64,926.90		Total Current Liabilities		5,617.57
	1061 - WGIF-Wyo-Ben xx52	21,639.33		Total Liabilities		5,617.57
	1910 · WGIF Dep Reserve xx73	61.57		Equity		
	1910.03 · BHFCD DepRes xx96	2,824.61		3000 · Opening Bal Equity		452,185.65
	1920 · WGIF NRM&P Reserve xx74	91.60		3900 · Retained Earnings		-174,605.51
	1920.03 · BHF CD- NRM&P Res xx88	28,397.33		Net Income		47,743.84
	1930 · WGIFEmerg Res Mixed xx75	70.35		Total Equity		325,323.98
	1930.03 · BHFCEmergResMxd xx70	49,153.20		TOTAL LIABILITIES & EQUITY		<u>330,941.55</u>
	1931 · WGIFEmerg Res Local xx77	64.16				
	1931.02 · BHFCEmerg Res Local Fnds xx38	10,910.33				

		1931.03 · BHFCDemgResLocl xx62	0.0						
		1990 · WGIF Startup Res xx72	13.75						
		Total Checking/Savings	<u>330,941.55</u>						
		Total Current Assets	<u>330,941.55</u>						
TOTAL ASSETS			<u>330,941.55</u>						

Checking Accounts Transaction Report as of February 8th, 2016

	Type	Date	Num	Name	Memo	Paid Amount
Checking/Savings						
	1000 · First Bank of Wyoming					
	Deposit	01/12/2016		State of Wyoming	ADMB 2015-2016 Grant Deposit	45,000.00
	Transfer	01/14/2016		First National Bank - Powell	Xfr Wyo-Ben 2015 Donation to WGIF Wyo-Ben	-15,000.00
	Transfer	01/14/2016		First National Bank - Powell	xfr ADMB 2015-2016 Grant Award to WGIF SGPP	-45,000.00
	Transfer	01/14/2016		First National Bank - Powell	xfr income from sale of empty lots to WGIF Mixed Funds	-35,688.00
	Transfer	01/14/2016		First National Bank - Powell	xfr Shoshone CD 2015 Donation to WGIF SGPP	-3,000.00
	Check	01/25/2016	3194	Blaise A Allen	Reimbursement For Overpayment on Retirement	-323.29
	Check	01/25/2016	3195	WY Dept of Workforce Services	4th Qtr 2015 WC/UI Payment	-703.43
	Check	01/25/2016	3196	Internal Revenue Service`	941 Deposit - 4th Qtr 2015 - Balance Due	-45.60
	Deposit	01/31/2016		First National Bank - Powell	Interest - January 2016	0.59
	Check	01/31/2016	3197	Nolan K Hicks	Paycheck - January 2016	-1,699.00
	General Journal	01/31/2016	je115	United States Treasury	941 Deposit - 4th Qtr 2015 - Paid by EFTPS 2/9/16	-935.40
	Check	02/08/2016	3198	Hayden-Wing Associates, LLC	Invoice #5154	-1,807.50
	Check	02/08/2016	3199	Pinnacle Bank - VISA	Account Ending in 5805 - Steffen C Cornell	-81.35
	Check	02/08/2016	3200	Pinnacle Bank - VISA	Account Ending in 0533 - Stephen S Jones	-25.50
	Check	02/08/2016	3201	CLS America	Invoice #CIN1601USA00779	-822.44
	Transfer	02/08/2016		WGIF [customer]	Xfr Funds from WGIF Mixed to First Bank to Cover MCD's Monthly Expenses	1,000.00
	Total 1000 · First Bank of Wyoming					-59,130.92
	1001 · Pinnacle Bank Chk - xx01					
	Transfer	01/14/2016		Pinnacle Bank	xfr Mill Levy Funds into WGIF Local	-45,000.00
	Check	01/15/2016	3121	Blaise A. Allen	VOID: Refund on 07/31/2015 WRS Overpayment	0.00
	Check	01/31/2016	3122	Steffen C. Cornell	Paycheck - January 2016	-2,549.60
	Check	01/31/2016	3123	Virginia L. Davis	Paycheck - January 2016	-1,416.89
	Check	02/08/2016	3124	BCBS	03/01/2016-04/01/2016 Premium for SC,VD & NH	-3,019.05
	Check	02/08/2016	3125	WRS	Agency # 564 January 2016 Contributions	-640.44
	Check	02/08/2016	3126	Orchard Trust	Plan # 93001-02 D 354	-150.00
	Check	02/08/2016	3127	K.B. Nelson Construction, Inc.	Invoice #31522	-2,307.82
	Check	02/08/2016	3128	Vision West	Invoice #4305-s	-18.75
	Check	02/08/2016	3129	Schatz Accounting Services	Invoice #2612	-247.50
	Check	02/08/2016	Auto	Town of Meeteetse	Jan 2016 Utilities for 1906 State St	-119.20
	Check	02/08/2016	Auto	Black Hills Energy	Jan 2016 Gas Utilities	-171.31
	Check	02/08/2016	Auto	TCT West Inc.	Jan 2016 Telephone & Internet for 1906 State St	-229.14

	Deposit	02/08/2016		Park County Treasurer	Mill Levy - January 2016	25,483.26
	Check	02/08/2016	Auto	Big Horn REA	Jan 2016 Electric Utilities	-274.92
	Check	02/08/2016	3130	Pinnacle Bank - VISA	Account Ending in 2752 - Virginia L Davis	-702.61
Total 1001 · Pinnacle Bank Chk - xx01						-31,363.97
1004 · Firewise - Pinn Bank						
	Check	02/08/2016	1060	Verizon Wireless	Acct #242040822-00001	-65.99
Total 1004 · Firewise - Pinn Bank						-65.99
Total Checking/Savings						-90,560.88

Clerk's Report – Ginny Davis

- Discuss sharing percentage of dumpster cost w/Old Trail Town: **Steve Jones moved to reimburse Old Trail Town up to \$50. Tim Morrison seconded.** Discussion: MCD agrees to pay for ½ a ton and 3 day's rental. **Motion passed unanimously.**
- Vacation Request for April 14-22, 2016: **Steve Jones moved to approve Ginny's vacation request. Tim Morrison seconded. Motion passed unanimously.**

Firewise Coordinator Report – Bernie Spanogle (unable to attend, nothing to report)

NRCS Report – Rory Karhu (unable to attend, report on file)

RS Report – Nolan Hicks (unable to attend, report on file)

RS Report – Steffen Cornell

- Soil report requested for Busy B's Special Use Permit: **Steve Jones moved that Steffen move forward with the soil report for a Special Use Permit for Busy B Auto, in keeping with state statutes and MCD policy. Tim Morrison seconded. Motion passed unanimously.**

General - none

OLD BUSINESS

Steve Jones moved to read and accept his January 23rd, 2016 return email to Jimmy Taylor confirming the decisions made during the MCD & APHIS/NW/NWRC teleconference phone conversation on January 22, 2016 regarding the status of the APHIS/WS/APHIS Agreement No. 11-7449-0838-RA. Tim Morrison seconded. Motion passed unanimously.

Steve Jones moved to have Steffen continue to work towards the final draft of the MOU with Park County PMD for Board approval. Tim Morrison seconded. Motion passed unanimously.

Steve Jones moved to approve the two Hayden-Wing & Associates' signed agreements for the Chairman's, Craig Geving, signature. Tim Morrison seconded. Motion passed unanimously.

NEW BUSINESS

Steve Jones recommended that Nolan, Steffen & Bernie attend the USFS travel management meeting on February 24 & 25 in Thermopolis.

Next Regular Board Meeting – **March 14th, 2016 at 3:00pm.**

ADJOURN - Steve Jones moved to adjourn. Tim Morrison seconded. Motion passed unanimously at 4:13pm

Date: 03/14/2016 Signed original available upon request.

George T. Renner, Member

Craig Geving, Chairman

Timothy J Morrison, Secretary