**11/10/22**

**Johnson County Weed & Pest Control**

**Minutes**

Start time; \_\_\_4:07\_\_\_\_\_\_\_ Stop time; \_\_\_\_\_5:17\_\_\_\_\_ Next meeting; 12/08/2022\_\_\_\_\_\_\_\_\_\_\_\_

Attendees: Scott Rogers, Board Chairman Dick Gould

Randy Hepp Nathan Williams

Allen Buff, Interim District Supervisor

Absent: Tyler Benton, Vice Chairman

Guests: Valerie Spanos of Spanos Administrative Services

Rod Litzel, Contractor/Consultant

Jenn Schroeful, CPA, Accounting by the Book

**Agenda**

Minutes of the last meeting- The board would like to continue to have the board packet ahead of the meeting by email. Randy moved to approve the minutes with a second by Dick, motion carried.

Approve financial statements - Discussions of the various reports were explained to the members by Jenn Schroeful. Allen has spoken to the Forest Service and they will be processing their payments soon. Dick moved to approve with a second by Randy. Motion carried.

Payment vouchers were signed and approved. Rod pointed out that a Weed Slayer bill might be in the wrong category. It will be corrected to Consulting B-1. The board would like to make sure that the board is kept apprised of Rod’s consulting activities and amounts. This document will be added to the list of board packet documents. Nathan moved to pay the vouchers with a second by Dick. Motion carried.

**Old Business:**

* Accts receivable - The invoices over 60 were resent and will be sent again next week.
* Profit and Loss Report, item B2 Commercial Application: Rod Litzel : Within the General company’s financials. Rod explained that this was part of a recommendation by the Auditor to roll a deposit received on July 1st into the current year, because the budget had been submitted, awaiting approval. It will be carried through the year and toward the end of the fiscal year if it is not offset by expenses, a budget amendment will be considered. Rod reminded the board that if JCW&P does not exceed the budget for both companies’ expenses combined a budget amendment is not needed. It will be considered when it is time to create the next year’s budget beginning in March or April. He also explained that the budget’s expenses and Income must each align with the budget. The net of the two is not to be considered. Board discussion of sending out invoices for over 60 days; They will be sent out again next week.
* Board member retention – Forms were given to Dick Gould/Tyler Benton.
* DOT Right-of-Way contract discussion – Rod indicated that it is not required to bid out contracts under $10K per daily invoice. JCWP will not have returning help that have worked on this contract in years past because Rick and Rod and Scott Hokanson will both be working for Weed Slayer Spraying. Weed Slayers would like to subcontract the DOT work. This will offer to the board experienced personnel that will be more effective. The alternative would be for JCWP hire a new and inexperienced crew. Dick would like more information on cost comparisons to subcontracting it out or doing it in-house. The budgeted amount from DOT is roughly $22k. The board will decide once they receive a work estimate from Weed Slayers Spraying. Rod also explained to the board that if the DOT’s budgeted amount was insufficient, JCW&P can submit invoices with the expectation that the DOT will adjust their budget and pay the invoices. The possibility of sharing an employee was discussed.
* Activity report – Allen presented.
  + He is continuing with his course work through the University of Wyoming.
  + Ventenata - Piney Creek Subdivision update. This was completed. There was Ventenata at Lake DeSmet, approximately 4 acres and the landowners hired Back Country Spraying to spray it. Billing was discussed. Its growing pattern is the same as cheat grass.
  + Allen facilitated a respray on TW Road for cheat grass. The Behr Rep, Justin Hosfeld had Big Horn Airways conduct the spray and there is not a cost to JCWP. Allen explained that the initial spray of Rejuvra did not get rain and so it did not work.
  + Allen has a couple of meetings next week, one with the Forest Service regarding Big Horn County, regarding mapping and a possible request for the marking of way points. A discussion of this topic was held.
  + Allen discussed what he experienced at the Fall Conference. He watched a spray drone demonstration. Big Horn County is working with it. He attended presentations that can be used toward his Certified Supervisor designation.
* Supervisor Search – One individual was interviewed this afternoon, but they did not meet qualifications for the position. Nathan moved and Dick seconded to not offer the position. Motion carried. Allen will call Sheridan to find out how they are listing the job announcement. At this time no change to the job requirements will be made. The successful candidate must be knowledgeable in weed and chemical spraying. There are no changes to the job description.

**New Business:**

* Fall Conference Summary –. There is a new invasive species on the designated weed list, Palmer Amaranth. It is in Park County. Right now, there is no viable control other than hand pulling and cultivation. It effects the crop industry especially; it is a seed contaminant. The certified seed producers will have zero tolerance for it. But with no effective chemical to treat it, it may put a financial burden on the Districts.
* Future highway contract will be tabled.
* December Board Meeting was set for December 8th at 4pm. Allen will advertise it.

Meeting adjourned at 5:17.

**Other:**