

MINUTES
April 7, 2016

JOHNSON COUNTY WEED & PEST CONTROL DISTRICT BOARD

Members Present:

Scott Lutterman
Larry Smith
Scott Rogers
Dick Gould
Tyler Benton

Others Present:

Rod Litzel, Supervisor
Katie Hepp, District Clerk
Jim Hicks, County Commissioner
Bill Novotny, County Commissioner
Linda Greenough, County Commissioner
Dave Kinskey, Representative

Meeting was called to order at 5:00 pm by Chairman Lutterman. Minutes for the March meeting were approved with a motion by Larry and a second by Dick. Financial Statements for March were reviewed. Larry moved to approve the financial statements for the general and leafy spurge funds. Tyler seconded the passing motion. Payment vouchers for March were reviewed. Dick moved to pay the vouchers and to allow the clerk to write utility, salary, salary related assessments and staff benefit checks as needed. Motion passed after a second from Scott R.

Old Business:

Rod reminded the Board that the budget and the preliminary estimate indicate funds may have to be moved in order to balance the budget. He lead discussion on the budget for the next fiscal year and reviewed some ideas for budget cuts due to the drop in the county valuation. Some ideas are: changing cost share amounts, not using the vendor coupon system and going directly to wholesaler and eliminating/scaling back on some of the spray programs. Rod announced that 80% of the budget is program dollars and that Salt Cedar is only 10% of the special management fund, which could go back to the general fund. Rod reported that any changes would not fix the need to take part of the 2nd mil. He estimates that there will be a need for at least \$ 364,000 for the special management fund. Rod announced that he has completed all the surveys for the ZP Prairie Dog Rebate Program. Rod reported that he is unsure if or how much of an allocation the District will receive for work done on State lands; but, there was some discussion among the Weed & Pest Council regarding prioritizing the funding across the State when it does roll out.

New Business:

Rod reported that the Office Management Workshop was held in Casper in March and it was very informative for both he and Katie. There are a few things that the Board needs to address; according to the Department of Audit the Board needs to have a written "investment policy" and the Wyoming Retirement System that requires that all returning seasonal employees be paid retirement; however, if employees reapply for a position with the District then they do not have to be reported. Rod reviewed the larvicide application for the Mosquito program and asked the Board to consider purchasing more efficient equipment. The Board requested that Rod present firmer cost at the next meeting. Rod announced that the computer that the crews use is on its "last leg" and asked the Board to purchase a new computer. Tyler moved to upgrade the admin computer and move that one to the crew computer. Motion passed unanimously after a second from Larry. Rod reported that the Job Foreman, Jeff, had changed his insurance and would no longer be on the group plan. He lead discussion on the option of the District paying a set amount into an employees' HSA or 457 plan rather than participating in the group plan if the employee chooses. This could also save the District money over the long term as premiums continue to rise. It was agreed by general consensus to table the matter until next month. Rod asked the Board if they had an interest in having an independent audit done. The District is part of the County audit and there is little reporting on the District. It was agreed, by general consensus, that due to the cost they would rely on the audit done through the County for the interim.

There being no further business, the meeting was adjourned by unanimous ballot at 6:15 pm. The 2015 Virtual Tour followed the meeting. The next regular business meeting will be May 5th at 5 pm.

See You at the Next Board Meeting

May 5th at 5:00 pm

General Fund

Ck Number	Amount	Ck Number	Amount	Ck Number	Amount
14139	92.80	14166	352.32		
14140	287.68	14167	700.00		
14141	69.60	14168	52.91		
14142	194.88	14169	Void		
14143	10.44	14170	433.45		
14144	233.11	Auto	680.40		
14145	65.72				
14146	26.92				
14147	213.00				
14148	53.23				
14149	129.86				
14150	318.60				
14151	100.00				
14152	429.18				
14153	86.35				
14154	4,880.00				
14155	155.36				
14156	10,615.00				
14157	995.00				
14158	6,160.00				
14159	333.00				
14160	23.97				
14161	74.60				
14162	59.43				
14163	640.96				
14164	80.93				
14165	2,185.48				

UMM 901026

UMM 901015

Ck Number	Amount	Ck Number	Amount
552	10,000.00		

Leafy Spurge Fund

Ck Number	Amount	Ck Number	Amount	Ck Number	Amount
4621	7,980.00				
4622	1,003.83				
4623	2,097.32				
4624	2,341.50				
4625	3,129.42				
4626	58.05				
4627	750.00				
4628	188.12				
4629	2,210.90				
Auto	2,105.00				