

MINUTES

January 5, 2017

JOHNSON COUNTY WEED & PEST CONTROL DISTRICT BOARD

Members Present:

Scott Lutterman
Larry Smith
Scott Rogers
Tyler Benton

Others Present:

Rod Litzel, Supervisor
Katie Hepp, District Clerk
Bob Perry, JC Commissioner

Meeting was called to order at 4:00 pm by Chairman Lutterman. Minutes for the December 1st meeting were approved with a motion by Scott R. and a second by Tyler. Financial Statements for December were reviewed. Larry moved to approve the financial statements for the general and leafy spurge funds. Scott R. seconded the passing motion. Payment vouchers for December were reviewed. Tyler 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 Larry.

Old Business:

Rod presented the vehicle options that he found. Only Dodge and Chevy make a dually with the gas engine in a setup that will work for the District. Retail cost would be approximately \$ 43,000 for a new and finding a used one is a challenge. It was agreed by the Board to continue to look for a used vehicle. Rod reported that he had spoken with Sam Reinke regarding being the crew lead for the Kaycee crew. Sam is committed and will need two more for that crew. Rod reported that there is no confirmation on the EPA rule changes or if there may be a window before they are enforced. Rod announced that the Board needed to update their investment policy. Larry moved to retain ANB Bank as its financial institution. Motion passed unanimously after a second from Scott R. Rod reported that he had spoken with Streeter and Reculusa regarding the Russian Olive project and they are in. Rocky Mountain Equipment cost for cutting machine is \$4,000 per month and Titan Equipment is at \$2,800 per month to rent an excavator with a shearing head. He reported that Titan Equipment charges 15% of the cost for insurance and that Farm Bureau will charge \$ 420 per year, but, prorates it to rental time. Tyler moved to lease equipment needed from Titan Equipment and use Farm Bureau for insurance. Larry seconded the passing motion. Rod gave an update on the SMP. He found the advertisement from 1990; however, it was only for a one year term for the Management Zones. Therefore, a new advertisement will have to be done declaring each landowner as a management zone.

New Business:

Rod asked the Board what direction they would like to go with his vehicle lease. He had less miles in the past year. He lead discussion on options, such as, no lease or drop amount of lease. Larry moved to renew Rod's vehicle lease as it is. Tyler seconded the motion which passed unanimously. Rod reported that the District has a vehicle that does not see much use. It was agreed by general consensus to keep the vehicle for now. Rod reported on the cost that he had received from AgTerra regarding data collection. The current data loggers will cost more to fix than they are worth and they have not had the value expected due to glitches. New data loggers will cost \$2,000 per unit with a license fee of \$60 per month for each unit. Snap Mapper's are \$395 each plus a monthly fee of \$35 per month each and an account fee of \$500. These units have the advantage of being trackable over time. The Map it Fast option is real time mapping with an annual fee of \$500 and a \$35 monthly fee for each program. This program works on smart phones. The Board decided by general consensus to use nothing for now. Rod asked the Board to review the Policy & Procedures Manual, there are some needed updates. Following discussion Larry moved to define part time employee as "an employee that works more than six months is no longer a seasonal employee, but, and averages less than 30 hours per week. If a part time employee averages less than 30 hours a week they are not eligible for health benefits." Motion passed after a second from Scott R. Tyler moved to add employee positions definitions to the manual. Larry seconded the motion which passed unanimously. It was decided by general consensus that all updates/changes to the manual be listed on an amendment page of the manual with dates adopted. Rod reported that he had completed Employee Reviews on Katie and Brian. He reported that Katie had been tracking her hours and that she had concerns regarding being in the "negative" during the winter. The District owes her 34 hours. Larry moved to pay the hours and to start at zero in the new year and work on a monthly basis. Motion passed after a second from Scott R.

There being no further business, the meeting was adjourned by unanimous ballot at 5:45 pm. The next regular business meeting will be February 2nd at 4pm.

