**9/8/22**

**Johnson County Weed & Pest Control**

**Board Meeting**

Start time; 5:15pm Stop time: 7:20pm

Members Present: Scott Rogers, Chairman; Dick Gould, Randy Hepp, Tyler Benton.

 Others Present: Rod Litzel, Former Supervisor; Allen Buff, District Supervisor; Valerie Spanos

**Agenda**

The regular meeting was called to order at 5:09 pm by Chairman Rogers.

\***Minutes** for the July meeting were approved with a motion by Tyler and a second by Randy.

\* **Financial Statements** for August were reviewed. The concept of reporting to the board using accrual reports was discussed. Jen the CPA has requested that the board use Accrual reporting so that she can use a cash reconciliation and show a statement of cash flows. To give Jennifer Schroefel, CPA time to adjust the Quickbooks Data into a new system of reporting to the board, a motion to approve the financial statements for the general and leafy spurge funds as presented with discrepancies, was made by Randy, seconded by Tyler. Motion carried.

\***Payment Vouchers**:  Tyler moved, seconded by Dick to pay the bills, attached, and to allow checks to be written for utility, salary, salary related assessments and staff benefit checks as needed. Motion carried. Allen will mail the checks.

**Old Business:**

**Accts receivable**- The Accounts Receivable Aging Report for both the General Company and Leafy Spurge were reviewed by the board. Rod attempted to get the more complicated billing done prior to his retirement. Regarding the airport bill, the mail was returned because they did not have a receptacle. Allen will attempt to deliver to the correct address.

Regarding the write-off of the WYDOT under-payment, which was approved to be written off in April, but which was not completed before the fiscal year ended, it was agreed ***to table until next month***. Other accounts outstanding were discussed.

**Activity report** – Allen reported that they finished up on Salt Cedar and Russian Olive and contractors started on prairie dogs. Allen has started classes through the University of Wyoming. He has Rick starting on Fall Knap Weed. He met with Bill Anderson and took photos. All chemical jugs are anticipated to be cleaned out by the 19th for the crusher in Gillette. Allen will haul them to Gillette.

**Report on Area 2 Meeting** – Rod and Allen attended. They discussed treatment techniques and successes and failures. Also, Ventenata is continuing to expand in Wyoming. Sixty acres of Ventenata has expanded into Crook County. It is an ongoing concern.

**Ventenata** –Allen reports that Ventenata is expanding into Johnson County from Sheridan County. He discussed two areas of particular concern: a subdivision near the Sheridan County Line along Lower Piney Creek as well as a large ranch in the same area known as the Red Path Ranch. This property lies in both Sheridan and Johnson County. He believes the subdivision members are willing to allow spraying. It was treated in 2018 but has flared up. It is estimated currently at 200 acres and expanding. The board gave Allen the following guidance. He should approach Sheridan County Supervisor Luke Sander along with Fish and Wildlife to look for Federal grant money. Possibly State Allocations Committee (SAC) Grant Funding could be an option. Because Red Path Ranch lies in both Sheridan and Johnson County, coordination with Luke is necessary. There was discussion regarding whether both projects can be sprayed at the same time, cost share, incentives, and ideas for gaining landowner cooperation via cost share. Timing was also discussed. Also, the subdivision project should be separated from the Red Path Ranch, because Sheridan County should be involved in the Red Path project. It must be an aerial spray. Dennis Lawrence is the representative of the HOA for the subdivision. It may be required to spray again in three years. Allen should approach the landowners and attempt to negotiate a cost share program as soon as possible.

**Supervisor Search** – Allen has not had any success with Indeed. The job is not fitting into their standard input categories. Rod has also been talking to two people and has not had any luck. He put it into the Weed and Pest list serve again. He received a suggestion to include a salary range. Discussion ensued. Allen will be pursuing all avenues, including checking with the University of Wyoming.

**Rod’s Proposal**– Executive Session at 6:30 to discuss future employment options. Came out of executive session at 6:55pm. It was agreed to respond to Rod’s proposal by next Wednesday.

**New Business:**

**October Board Meeting** October 6th at 4:00pm. Allen will advertise the winter meeting hours.

**Scholarship** – Allen reported that Rachel qualified for the scholarship by working the required 384 hours. Trevor had 364 hours but had a death in his family. Anna had 373 hours but was required to stay home by her Supervisor for possible Covid infection, which turned out not to be the case***. Dick moved to make an exception to the scholarship’s 384 hour hours worked requirement for Trevor and Anna so that they can receive the Scholarship, with a second by Randy. Motion carried***.

**Office Hours** – Allen has requested an alteration to the 9-5, Monday through Friday. ***Dick moved to advertise the Winter hours of operation from 9-4, Monday, Wednesday, Friday. With a second by Tyler effective October 1st. Motion carried***.

**Public Records Designee** – Tyler moved to designate Allen as the Public Records Designee, with Jennifer Schroefel as the Custodian of Record, with a second by Randy. Motion Carried.

**Bank signators** – ***Dick moved to change the signators on the bank signature cards to Allen, Tyler and Randy, with a second by Tyler. Motion Carried.***

 **Rod gave a virtual tour to the Board.**

**Adjourned at 7:19pm.**

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