

Johnson County Weed & Pest Control

MINUTES

September 7, 2023

Start time; 5:00pm Stop time; 6:25pm

Next meeting; October 5, 2023

Attendees: Scott Rogers, Board Chairman
Tyler Benton, Vice Chairman
Thane Zickefoose, District Supervisor
Allen Buff, Assistant Supervisor
Valerie Spanos, Spanos Administrative Services

Dick Gould
Randy Hepp
Nathan Williams

Consent Agenda

- Minutes of the last meeting were reviewed, and Randy moved to approve them as presented. With a second by Dick the motion carried.
- Approve financial statements- After extensive review of the profit and loss statement, Balance Sheets, Aging Reports, and Budget to Actual Reports for both Leafy Spurge and the General Companies as of August 31st, Tyler moved to approve the financial statements as presented and Randy seconded the motion. Motion carried.
- Payment vouchers – The voucher lists for both companies were presented. Dick asked if there were still any crew members working. Allen said that there is still one high school student that helps occasionally, but that the others finished mid-August. Dick moved to approve the payments with a second by Nathan. Motion carried.

Old Business:

- **Accounts receivable:** Thane explained the anticipated cashflow challenge in the month of September. With all checks clearing the bank in the General Account– negative balance by \$189775.80; Part of this is a Herbicide purchase on behalf of Wyoming Game and Fish for \$70k.

Short term solution:

- Transfer \$220,000 from First Northern Bank Market Interest Account into General Checking.
- Transfer \$80,000 from First Northern Bank Leafy Spurge Money Market Account to LS Checking.

Expected September Deposits into General:

- Game and Fish – A Grant amendment has been submitted to modify the grant with which they are purchasing the \$70k of herbicide. \$48K has been received today from WGF and the balance should be received later this month.
- Taxes have not been received. Usually deposited by the 10th of the month. It is about \$50K for General and Leafy Spurge.
- SAC grant paperwork has been submitted which will be \$30K for General and \$95K for LS.
- BLM Aerial Vendors have been paid, but landowners are not yet billed.

Thane also discussed his method for billing the landowners was a change from previous years. During billing we noticed that there has been less Leafy Spurge billed than in years past due to a change in accounting methods. In the past, if a property was sprayed for Leafy Spurge, the entire job was billed through the Leafy Spurge company in Quickbooks. We began the season using the actual acreage sprayed and billing through both General and for Leafy Spurge. The board would like him to use the methods used in past years. They felt that if the purpose of job was to treat Leafy Spurge, the other weeds were secondary, and that the Leafy Spurge company was ultimately to be charged. Also, it would require too much time to go to that level of detail in invoicing. Thane thanked the board for its guidance on this issue.

June Minutes Amendment – An amendment to the June 8th minutes was requested. First Northern Bank required very specific wording in the minutes to remove Rod Litzel and add Thane. Dick moved and Nathan seconded the motion. Motion carried.

Activity Report

- Thane and Allen attended the Area 2 meeting in Sundance. They discussed what was learned at the meeting. Membership in NAISMA (North American Invasive Species Management Association) was discussed. Johnson County is evidently the only District that is not a member. The board declined to join at this time, as it has not been budgeted. There was a brief discussion on membership in the Special Districts Association, with no action.
- Thane gave an update on the BLM Lands Stock drive trail. It is completed. Weedslayer did an excellent job, due primarily to Rod's years of experience and knowledge of the area. A couple of Black Henbane plants were found and sprayed near Rome Hill. Only about \$22K of the \$40K budgeted was used but it can be used on other BLM projects that are expected next fiscal year.

Prairie Dog Rebate - The project is concluded with excellent control rates per Allen's count. The participants will receive their rebate checks after the next board meeting.

Public Officer Training — The training in Cheyenne was attended by Thane and Allen. A discussion was held on who is allowed to sign checks and other documents. There will be a training in Kaycee and Dick has signed up to attend. Nathan and Scott will try to attend, and Tyler is not able to attend. Board members can be reimbursed for attending.

District Clerk Position — Thane led a discussion of the opening for the District Clerk. He has located the job description of the former Clerk. He recommends \$18 - \$25 per hour depending on experience. Full time during the summer months is needed. The board recommended he advertise locally first.

Keys for Contractors — Thane led a discussion asking the Board to give some thought on the level of security they felt was needed. He will get some estimates on solutions. Tabled.

District Equipment Use Policy — No changes and the discussion was tabled.

ZP Oat Shipment — Allen reported that the Oats from South Dakota department of Agriculture have been delivered and have been divided among contractors. Allen discussed the weather challenges of the Spring.

Tote Frames — Allen announced that the Tote Frames are still available if anyone is interested. They are often repurposed for firewood storage.

New Business:

- Chemical Volatilization – Allen was made aware that a couple of landowners on the Powder River, treated for scotch thistle and knapweed by JCW&P backpack crews, were reporting tree damage. Allen has been down there three times. He contacted the manufacturer who also visited the site. She explained the volatilization of the chemical caused by the heat of the day and the amount of chemical sprayed. The trees are only stressed at this point and Allen will continue to monitor them. The contractor will be offering free spraying or other pest control services to the landowner. The landowners are appreciative of JCW&P efforts. The Board asked to be kept apprised of the situation.

Meeting was adjourned at 6:25pm.

Next Meeting: October 5, 2023 at 5pm