

## MINUTES

March 4, 2021

### JOHNSON COUNTY WEED & PEST CONTROL DISTRICT BOARD

#### Members Present:

Scott Rogers, Chairman  
Dick Gould  
Tyler Benton

#### Others Present:

Rod Litzel, Supervisor  
Katie Hepp, District Clerk

Meeting was called to order at 4:10 pm by Chairman Rogers. Minutes for the February 4th meeting were approved with a motion by Tyler and a second by Dick. Financial Statements for February were reviewed. Dick moved to approve the financial statements for the general and leafy spurge funds for February. Tyler seconded the passing motion. 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 Dick.

Under old business, Rod gave a report on accounts receivable, total outstanding to date is \$ 53,555.63 of that \$568.60 is from the grasshopper program, \$ 34,795.89 State lands and overage on highway allocation of \$ 7,408.67. State lands said they were going to pay and the overage on highways should be paid as well. The grasshopper invoice from 2019 is still outstanding after Rod sent a letter requesting payment. Rod ask the Board would like to take further action. It was agreed by general consensus that it be turned over for collection to Collections Inc.

Rod gave an activity update. Salt Cedar was finished on February 5<sup>th</sup> and all the equipment returned. There was some fuel left in the rented tank and that was credited. Rod has been doing some office cleanup which lead to discussion on archiving files for the new Supervisor. Katie reported on the audit report. There are two improvements that need to be made one regarding journal entries and the other regarding accounts receivable. She will correct these. Rod gave the final report on Salt Cedar for the season; total cost was \$ 91,786 for 80 acres cut/treated, cost per hour cutting was \$ 100 vs using a contractor at \$ 150 per hour.

Under new business, Rod reported that Rocky Mountain Equip has some used trailers for sale. They are 16', 9,000 lb axles, corrugated metal on the deck, two front jacks, bumper pull for \$ 2,000. Rocky Mountain Equip also has storage containers which would fit at the end of the building for rodenticide storage. They are 40' +/- foot long, side load and would be liquid compared to adding on to the building. After discussion it was decided to table these at this time. Rod reported that he had applied for a SAC grant for Leafy Spurge in the amount of \$ 60,000 and a grant for Salt Cedar/Russian Olive/Weed Bounty in the amount of \$ 32,000.00. Rod reported that the Board needed to designate the signatories on the bank accounts. Historically the Board has designated the Supervisor, Clerk and the Board Vice Chairman. Dick moved to keep those as the bank signatories and update at the banks. Motion passed unanimously after a second from Tyler. Rod reported that he has looked at Wyoming Retirement Rules regarding his retirement plans and how to budget. Less than six months of employment is considered part time and not eligible for benefits. There has to be a 30 day legal separation in employment in order to go from Supervisor to seasonal/advisory position. The District would pay out all leave, not be an employee for 30 days and come back as part time (less than 6 months) as seasonal/advisory position. Rod's full retirement goal is December 2023. After discussion it was decided to budget for a new Supervisor March or April of 2022. Rod is working on a job description to help Board with the hiring process. Rod asked the Board if they would move the next meeting because the 1<sup>st</sup> is difficult with the holiday following. Tyler moved to have the next meeting April 8<sup>th</sup> at 5 pm. Dick seconded the passing motion. Rod lead discussion on having a virtual tour. It was agreed to have a Board presentation of the cost share and annual report at the next meeting and have a field tour on a later date.

Under other business, Rod reported that there are prairie dog rebate signups on 10,000 acres so the potential for \$ 50,000 in rebates. Rod reported that the budget will need amended. It was agreed by general consensus to hold the budget hearing at the next meeting.

There being no further business, the meeting was adjourned by unanimous ballot at 6:00 pm.

