JOHNSON COUNTY WEED & PEST CONTROL DISTRICT BOARD

MINUTES

March 8, 2022

Members Present: Scott Rogers, Chairman; Dick Gould, Nathan Williams, Randy Hepp

Others Present: Rod Litzel, Supervisor; Katie Hepp, District Clerk, Allen Buff

The regular meeting was called to order at 4:00 pm by Chairman Rogers.

Minutes for the February 3rd meeting were approved with a motion by Nathan and a second by Dick.

Financial Statements for February were reviewed. Randy moved, seconded by Dick to approve the financial statements for the general and leafy spurge funds. Motion carried.

Dick moved, seconded by Nathan to pay the bills, attached, and to allow the clerk to write utility, salary, salary related assessments and staff benefit checks as needed. Motion carried.

Old business:

* Accounts receivable report – Rod reported total outstanding to date $ 19,114.27.
  + All current except $20.00 in 2020 grasshoppers.
  + Hwy contract overage of $5,189.22 should get paid.
  + Salt cedar $13,620.08.
  + Rodenticides $284.97.
* Activity update – Rod reported
  + Salt cedar/Russian olive
    - Finished two weeks ago on Urruty.
    - On the list for next year is Urruty, Cowden, Kinchen, Streeter and Christian.
    - Crew spent two days on Gosney cutting and treating Russian olive.
      * Still more Russian olive work to do either this year or next.
  + Katie reported that she has completed the 2021 Cost Share Analysis and is working on the Annual Report.
* Spring Workshop- Rod reported that he had attended Spring workshop last week in Afton.
  + Some good programs regarding history, first aid etc.
  + The first aid program beneficial regarding emergency contact when there is no cell service.
    - In reach plans were explained.
  + LGLP gave an educational program siting different cases of liability coverages.

New business:

* Totes of herbicide mix
  + Rod reported that he had initiated the ordering of totes for the upcoming season.
  + Board agreed to order 3 or 4.
* Public relations
  + Thad Berrett with the Forest Service had asked Rod to participate in a public meeting regarding the aerial spraying on Forest lands.
  + Extremely good meeting, public had good questions and listened the answers rather than being argumentative.
  + Unfortunately the meeting did turn into a discussion of over grazing.
* Board training
  + Rod announced there will be a Board training Cheyenne on April 22nd.
  + Rod will get information and agenda for those that wish to attend online.
* In-Reach plan
  + Rod explained the “In-Reach” to the Board.
    - Text only system for when you have no cell coverage
    - Benefit for the crew to be able to get emergency help, peace of mind
    - Unit cost between $300 to $400 with annual fee of $25.00
    - Can get monthly plans for season
  + Board agreed by general consensus to purchase one unit for the backpack crew and to keep the cell phone bonus in place for the crew leads.

Other Business:

* Chairman Rogers recessed the business meeting for executive session at 4:45 pm
* Chairman Rogers called the business meeting back to order at 5:50 pm.
  + Nathan moved, seconded by Randy to hire Allen Buff as District Supervisor for $50,000 through June 30, 2023. Motion carried.
  + Randy moved, seconded by Dick to do a cell phone reimbursement with Allen on actual expenses. Allen will provide a monthly receipt of actual expenses to be reimbursed. Motion carried.
  + Dick moved, seconded by Nathan to pay Allen $ .85 per mile through the end of the fiscal year and negotiate a monthly vehicle lease at that time. Motion carried.
  + Randy moved, seconded by Nathan to pay Allen $500 monthly health stipend starting April 1, 2022. Motion carried.
* Allen Buff accepted the position as District Supervisor as per the above.

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

Respectfully submitted Katie J. Hepp JCWP District Clerk

See You at the Next Board Meeting

### April 7th at 5 pm

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| **Payment Vouchers for Mar 2021** | | | | |
| **General Account** | | | | |
| **Ck. No.** | **Paid To** | **For** | **Amount** | |
| 16583 | US Postal Service | Stamps | 174.00 |
| 16584 | Rcky Mtn Equip Rental | Equip rental for SC | 11,656.00 |
| 16585 | Rcky Mtn Equip Brokers | Equip rental for SC | 1,232.78 |
| 16586 | Quill | Misc office supplies | 159.46 |
| 16587 | Big Horn Co-op | Misc supplies & gas | 1,113.36 |
| 16588 | Warne Chemical | Backpacks & lids | 1,373.08 |
| 16589 | MTR | Herbicides | 5,738.60 |
| 16590 | MDU | Utilities | 167.29 |
| 16591 | ACE | Misc janitorial supplies | 112.86 |
| 16592 | Scimetrics | Kaput-D | 3,495.60 |
| 16593 | Atlas | Xerox maint agreement | 77.70 |
| 16594 | Superior Auto | Repairs | 101.48 |
| 16595 | North WY Insurance | Surety bond | 100.00 |
| 16596 | Buffalo Bulletin | Public notice | 69.00 |
| 16597 | Litzel, Rod | Travel reimbursement | 34.12 |
| 16598 | Sheridan Co W&P | Travel reimbursement | 225.00 |
| 16599 | Scimetrics | Kaput-D | 3,549.01 |
| 16600 | Litzel, Andrew | Commercial application | 6,360.00 |
| 16601 | City of Buffalo | Utilities | 120.10 |
| 16602 | Chase Card Services | Customer order, website | 7,929.08 |
| 16603 | Rocky Mtn Power | Utilities | 53.28 |
| 16604 | Quill | Misc office supplies | 39.44 |
| 16605 | WEX Bank | Gas | 578.57 |
| Auto | Deluxe | Checks | 297.01 |
| 16606 | Charter Communications | Long distance & internet | 117.97 |
| 16607 | Buff, Allen | Payroll | 2,759.82 | |
| 16608 | Wy Workers Comp | Workers compensation | 87.02 | |
| 16609 | Wy Retirement | Employee benefits | 575.20 | |
| Auto | EFTPS | FICA | 565.64 | |
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| **Payment Vouchers for Mar 2021** | | | | |
| **Leafy Spurge Account** | | | | |
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| 5156 | Hepp, Katie | Payroll | 2,861.01 | |
| 5157 | Litzel, Rod | Payroll | 2,960.08 | |
| 5158 | Hepp, Katie | Insurance reimb | 143.25 | |
| 5159 | Wy Workers Comp | Workers compensation | 253.01 | |
| 5160 | Wy Retirement | Employee benefits | 1,725.44 | |
| 5161 | EFTPS | 941 Taxes | 2,442.14 | |
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