

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 ballot at 6:00 pm.

Respectfully submitted Katie J. Hepp JCWP District Clerk

See You at the Next Board Meeting

April 7th at 5 pm

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

Payment Vouchers for Mar 2021

Leafy Spurge Account

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