

# Johnson County Weed & Pest Control

## MINUTES

### August 8, 2023

Start time; 5:11pm Stop time; 7:27pm

Next meeting; Sept 7<sup>th</sup> at 5pm

Attendees: Scott Rogers, Board Chairman  
Dick Gould  
Randy Hepp  
Nathan  
Thane Zickefoose, District Supervisor  
Allen Buff, Assistant Supervisor

Absent: Tyler Benton, Vice Chairman

Also present: Wylee Knudsen, Wylee's Weed & Pest (Contractor)  
Valerie Spanos, Spanos Administrative Services

## Agenda

- Minutes of the last meeting were reviewed, and Randy moved to approve them with one correction to the spelling of the last name of Bruce Shambaugh under old business. Dick seconded the motion and the motion carried.
- Approve financial statements- Dick moved to approve the financial statements for both General and Leafy Spurge companies. Randy seconded the motion and the motion carried. Randy moved to approve transferring money from the Money Market at First Northern Bank into the American National Bank accounts. Dick seconded the motion and the motion carried.
- Payment vouchers – Dick moved to pay the payment vouchers as presented with a second by Randy. Motion carried.

## Old Business:

- Accts receivable – The aging reports were discussed, and Dick requested that a letter go out to all cooperators so that they are aware of the new policy to charge interest on balances outstanding after 90 days.
- Activity Report – Thane discussed last year's budget, which was overbudget by \$170k. This was due to delaying payment on helicopter bills from the 21/22 season into the first month of the 22/23 season to stay within budget for 21/22. He spoke with the State Auditor, and she was unconcerned about the overage. She indicated that it would be best to watch the budget more closely and if a budget adjustment was needed in the coming year, to file a budget adjustment closer to the end of the fiscal year.

Thane reported on Helicopter efficiencies. Reno Air sprayed 7,687 acres for spurge at a cost of about \$36 per acre. Frontier covered 3,140 acres at a cost of \$44/acre. The

anticipated revenue for both is \$70K. Reno Air sprayed 1749 acres of thistle and picked up one new landowner. The cost per acre was \$40 with anticipated revenue of \$21K. 307 Aviation sprayed 2,825 acres of larkspur at a cost of \$26/acre and an anticipated revenue of \$22,600. A discussion was held about the shortage of helicopter services and incentives that could be used to retain these contractors. Thane is working on numbers for the ground crews and hopes to present that at the next board meeting.

Ventenata was the subject of a meeting with the Wyoming Game and Fish and with NCRS. Sheridan has obtained a grant which will also cover some of Johnson County. Sheridan District will cooperate with Johnson County District and mapping will be pursued this fall. Piney Creek area appears to be heavily infested.

- Boom Sprayer – Wylee Knudson is interested in purchasing the boom sprayer which has not been used by the district for several years. A discussion was held about the process. Thane will research the needed procedure regarding advertising. Dick moved to sell the boom sprayer with a second by Randy. Motion carried.
- Hoppers -Grasshopper numbers were up in some portions of the southern part of the county. Because of the cold wet spring, Bruce Shambaugh, a USDA entomologist, felt it was okay to spray. At the time of application, about 50% were adults, which would not be affected by the spray. The Barnum infestation saw only a 5% decrease after treatment, but further south was much more effective. This year's budget for grasshopper treatment has been spent.

Mormon Crickets were counted at a count of 2-3 which is within the acceptable range. The entomologist discussed their behaviors and gave some ideas for physical control which were successful. They were not doing as much damage as perceived.

- Weed Bounty – The program exceeded expectations and is over budget. This was mostly due to increased coverage by the Buffalo Bulletin. Around XXXX lbs of weeds were turned in, mostly Hounds Tongue and Mullein. Reports are that the south end of Lake DeSmet looks fantastic.
- Field Margin – Discussion tabled.

### **New Business:**

- ZP Oat Shipment Cost – After receiving complaints regarding the quality of last year's ZP Oats product, Allen found another supplier in South Dakota. Costs are comparable, but they do not deliver. A discussion was held on prices and the efficiency of travelling to pick up the product. Randy moved to buy the South Dakota product, but to pay third party shipping. Dick seconded and the motion carried.
- Used Tote Frames – The plastic totes in which chemicals are delivered are recyclable, but the metal cage frames are not. The board advised Allen to try to give the frames away or accept donations.

- Comp Time – Thane had accrued comp time for last fiscal year. He asked if he could carry it forward rather than be paid for this overtime. Dick moved and Randy seconded to carry this comp time forward. Motion carried.
- Contractor Payment Date/ Policy – Thane advised the board of a misunderstanding due to the wording of the commercial contractors’ agreement with regard to timing of payment. The agreement states that the commercial contractors will be paid by the first Thursday of the month. However, board meetings sometimes are scheduled after this day. A discussion was held. Dick moved and Randy seconded to change the official meeting date wording to “...the First Thursday after the first Monday of the month.” Motion carried.
- District Equipment Use Policy – A Discussion was held regarding the use of the vehicles owned by the JCWP by the commercial contractors. Thane asked for clarification by the board on this policy. A discussion of current practices, past practices, equitable treatment of each contractor, liabilities and ensuring that vehicles were available for JCWP personnel was held. The board affirmed that JCWP vehicles are to be used by JCWP personnel only. A discussion was held regarding the possibility of leasing out vehicles that were not being used by the JCWP personnel. This idea is to be tabled until further information can be considered.
- Keys for Contractors – Thane brought up for discussion the security of the building. Inventory is sometimes taken without his prior knowledge, and he would like to have more security regarding the building. The board offered several suggestions. Thane will pursue the subject.
- Thane Reimbursement Personal Vehicle – because the JCWP vehicles have not been available to Thane, he requested reimbursement for the use of his vehicle on several occasions. The policy discussed above should help resolve this issue. There should be a vehicle available at the JCWP for Thane to use on District business.
- Public Officer Accounting Training – Thane announced this required training will be held on August 23<sup>rd</sup> from 9-5 in Cheyenne. Full-time personnel and all board members are required to take this training. Allen and Thane will be attending. The board will attend the on-line version and Thane will be sending the link to the board members.
- Office Manager: Job Description, Qualifications, etc. Thane reports that he is looking into forming a job description for an office clerk. A discussion on qualifications, and timing was held.
- Winter Hours will be five days per week, 9am to 4pm. With both Thane and Allen, the office should have coverage while they use up some comp time. This will begin October 1<sup>st</sup> and will be advertised beginning in September.

Meeting adjourned at 7:27pm.

## **Next Meeting:**

September 7<sup>th</sup>, 2023 5:00PM