

MINUTES OF THE NOVEMBER 9, 2023 MEETING OF THE
CONVERSE COUNTY CONSERVATION DISTRICT (CCCD) BOARD OF SUPERVISORS

Present: Stan Mitchem, Shelly Falkenburg, Sharon Lovitt, Patricia Taboga, Susan Downs, Michelle Huntington, Anna Gray

Chairman, Stan Mitchem, called the meeting to order at 4:30 p.m.

Minutes

Susan Downs moved to approve the October 19, 2023 meeting minutes as read. Patricia Taboga second, motion carried.

Treasurer's Report

Sharon Lovitt presented the Treasurer's Report and the bills to be paid. The supervisors had the opportunity to review the October Converse County Bank account reconciliations prior to the meeting. WyoStar was not yet available. Shelly Falkenburg moved to accept the treasurer's report and pay the bills. Susan Downs second, motion carried.

Michelle reported that the audit being prepared by Lenhart Mason and Associates is almost complete and we should be seeing a draft within the next couple of weeks.

District Report

Anna presented a Septic Maintenance application. Sharon Lovitt moved to approve the Bailey application as presented. Patricia Taboga second, motion carried.

Anna presented one Community Canopy application that had public benefit verified. Susan Downs moved to approve the Penfield applications as presented. Shelly Falkenburg second, motion carried.

Old Business

Michelle stated that the RFP for a new vehicle has been published in the Douglas Budget, on Public Purchase and on the CCCD web site. Letters were sent to 10 dealerships in Wyoming that sell new vehicles requesting bids.

Information for the WACD Annual Convention was distributed and the travel itinerary was discussed. Sharon Lovitt was selected to be the voting delegate for the WACD Business Meeting.

Executive Session

Sharon Lovitt moved to adjourn into Executive Session at 4:49 p.m. to discuss personnel matters. Patricia Taboga second, motion carried.

The regular meeting resumed at 5:15 p.m. Shelly Falkenburg moved to give Michelle Huntington and Anna Gray end of year bonuses in the amount of \$750 and \$450 respectively to be paid with the December 29, 2023 payroll. Sharon Lovitt second, motion carried.

Other Business and Correspondence

Upcoming Dates to remember:

November 14-17: WACD Annual Convention, Dubois, WY

December 14: CCCD Board Meeting

December 20: CCW&P Growers Meeting

Seeing no further business, Stan Mitchem adjourned the meeting at 5:30 p.m.

Respectfully submitted,
Michelle Huntington