

MINUTES OF THE DECEMBER 14, 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, Kaitlin Hasler

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

Minutes

Susan Downs moved to approve the November 9, 2023 meeting minutes as read. Sharon Lovitt 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 November bank reconciliations prior to the meeting. Shelly Falkenburg moved to accept the treasurer's report and pay the bills. Patricia Taboga second, motion carried.

The audit prepared by Lenhart Mason and Associates has been completed. The report was reviewed by the board supervisors and signed where required. The final financial statements and report will be submitted to the Wyoming Department of Audit as required.

Chairman's Report

Stan reported on the WACD Annual Convention that he, Sharon, Anna and Michelle attended in Dubois in November. Highlights of the meeting included the keynote speaker, Kacy Atkinson, talking about the sustainability of beef and the National Museum of Military vehicles.

NRCS Report

Kaitlin reported that Converse County has received their EQIP allocation for this funding cycle. Funding is being provided to individual counties again instead of divisions. NRCS resource concern categories with their definitions were reviewed with the board. There isn't time to hold another Local Workgroup Meeting prior to the batching date on January 19, 2024 so the board is asked to let Kaitlin know what they feel their top three resource concerns are. Kaitlin will also be putting together a survey for Converse County producers to fill out and provide input. CCCD will work with Kaitlin on getting the survey out. It was noted that there is ample money at the state level to fund projects and Kaitlin would like to use those funds as much as possible so that the county allocation can go farther.

District Report

Anna presented a Septic Maintenance application. Susan Downs moved to approve the Seipel application as presented. Sharon Lovitt second, motion carried.

Anna presented a Septic Improvement application for a failed septic system that already had the work completed. Susan Downs moved to approve the Johnson septic tank replacement application as presented. Shelly Falkenburg second, motion carried. Anna presented a Septic Improvement application for a replacement septic system for a new home. The Powell application was reviewed and denied as it does not meet the program criteria.

Discussion was held regarding a Douglas resident who had tree work completed and wanted the board to consider making an exception to provide him with Community Canopy cost-share funds retroactively. That option is not possible as it does not follow the program criteria and guidelines.

#### New Business

Seven bids were received for the RFP of a new SUV to replace the District vehicle. The bids were opened at 5 p.m. and the board supervisors reviewed them. Susan Downs moved to approve the bid from Laramie Peak Motors for a 2024 Ford Expedition in the amount of \$69,385.00. Sharon Lovitt second, motion carried. Michelle will notify Laramie Peak Motors of the award and send thank you letters to all other dealerships that submitted proposals.

#### Other Business and Correspondence

Upcoming:

December 14: CCCD Board Meeting

December 20: CCW&P Growers Meeting

Seeing no further business, Stan Mitchem adjourned the meeting at 5:40 p.m.

Respectfully submitted,  
Michelle Huntington