

MINUTES OF THE JUNE 18, 2020 MEETING OF THE  
CONVERSE COUNTY CONSERVATION DISTRICT (CCCD) BOARD OF SUPERVISORS

This board meeting was held by conference call at 4:30 p.m. due to COVID-19.

Present by Phone: Stan Mitchem, Shelly Falkenburg, Sharon Lovitt, Susie Downs, Doug Horner, Michelle Huntington, Anna Gray, Tim Schroeder

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

Budget

The regular meeting recessed at 4:31 p.m. into a Public Hearing for consideration of the 2020/2021 Converse County Conservation District Budget. There were no comments from the public. The public hearing ended at 4:34 p.m. and the regular meeting reconvened.

Sharon Lovitt moved to adopt the 2020/2021 Converse County Conservation District Budget allowing for the Cash on Hand and Mill Levy numbers to be adjusted when the income reconciliation occurs at the end of June 2020. Doug Horner second, motion carried.

Minutes

Shelly Falkenburg moved to approve the May 21, 2020 meeting minutes as read. Doug Horner 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 May bank reconciliations prior to the meeting. Susie Downs moved to accept the treasurer's report and pay the bills. Shelly Falkenburg second, motion carried.

Chairman's Report

Stan reported on the WACD Board of Director's meeting held in Casper on June 17, 2020 that he and Michelle attended. Bobbie Frank announced her retirement as Executive Director of WACD effective August 1, 2020. A job announcement has been made in an effort to fill the position as soon as possible.

NRCS Report

The Douglas USDA Service Center is currently in Phase 2 of the phased re-opening process. Office doors remain locked and meeting with producers is allowed by appointment only. If the phases continue on schedule, the office should be able to open fully in mid-July.

The pre-approval deadline for EQIP contracts is June 19, 2020. The Douglas Field Office has 10 contracts to write including one RCPP.

Tim gave a brief precipitation report and stated that we are down 60%-70% of normal around Douglas.

District Report

Anna presented several Community Canopy cost-share applications. Shelly Falkenburg moved to approve the Hansen, Helen Romero, Phil Romero and Smith applications as presented with public benefit verified. Susie Downs second, motion carried.

Anna presented two Septic Maintenance applications. Sharon Lovitt moved to approve the Boyer and York applications as presented. Susie Downs second, motion carried.

Anna presented a Septic Improvement application. Doug moved to approve the White Septic Improvement application as presented. Shelly Falkenburg second, motion carried.

Anna presented a Resource Enhancement application. Doug Horner moved to approve the Forgey 09 Ranch application as presented. Susie Downs second, motion carried.

A sponsorship request from the Converse County Fair Board was reviewed. Susie Downs moved to provide \$2,000 for support of the 2020 Converse County Fair. Sharon Lovitt second. Shelly Falkenburg abstained. Motion carried.

#### Old Business

Michelle reported that all documents relating to the adoption of the Cafeteria Plan were included in the pre-read packet for Supervisor review. The final documents are being mailed and will need to be signed by the Chairman.

Michelle stated that the NRCS Boot Camp that Anna was approved to attend in September has been canceled.

#### New Business

A letter from the Wyoming Department of Workforce Services pertaining to an unemployment claim was reviewed and discussed.

A second reminder was given of the board seats coming up for the 2020 election (Shelly Falkenburg and Susan Downs) and the filing period for appearing on the General Ballot.

#### Other Business or Correspondence

Household Hazardous Waste Day is planned for September 12, 2020.

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

Respectfully submitted,  
Michelle Huntington