

**Crook County Weed & Pest
PO Box 7, 802 S. 11th Street
Sundance, WY 82729**

Board Meeting – March 16, 2016

Checks written –February 29, 2016

Chairman, Lee Hauber called the regular Board Meeting of the Crook County Weed & Pest Board of Directors to order at 7:10PM.

Board Members present: Lee Hauber, Dave Moline, LeRoy Curren, Randall Otwell, and Frank Hawken.

Employees Present: Andrew Litzel and Kari Van Luvan

Others Present: Joe Baron, Crook County Attorney

LeRoy Curren moved to approve the February 10, 2016 regular minutes and February 16, 2016 Special Meeting Minutes as mailed. Randall Otwell seconded it and the motion passes.

Motion made by LeRoy Curren to approve the expenditures in the amount of \$11,294.58 on the Weed & Pest Account, \$ 0.00 on the Special Management Account, motion seconded by Frank Hawken. All ayes motion carried.

Treasurer's Report was reviewed and filed for Audit, Chairman so states.

Frank Hawken moved to clarify a previous motion from last month's meeting to donate \$5000.00 to Bio Control and to pay it from the Special Management account towards Knapweed. Dave Moline seconded it and the motion passes.

Randall Otwell made the motion to table the review of the Handbook until the next meeting on April 13, 2016. Frank Hawken seconded and the motion passes.

Frank Hawken move to have Zachary Gilbert removed as an authorized user on the Visa account at Sundance State Bank and to add Andrew Litzel as an authorized user to the account and issue him a new card. Randall Otwell seconded it, all ayes and motion carried.

The board read and reviewed the State of Wyoming Office of State Lands and Investments grant agreement dated for February 4, 2016. See attached.

LeRoy Curren moved to send Andrew Litzel to the annual Spring Work Shop held April 5-7, 2016 in Worland, WY. Frank Hawken seconded it and the motion passes.

The board read and reviewed a weed complaint letter from Rauth Ranches Inc. They have advised Andrew to go and talk to Rauth's, Mahoney's and other neighbors to form a weed treatment plan and report back at the next meeting.

Frank Hawken moved to accept and sign the LGLP yearly renewal form with a \$500.00 deductible. Dave Moline seconded and motion carries.

The board reviewed the computer network hardware & software recommendations from Shonda Otwell.

Dave Moline moved to have Andrew Litzel order the computers as soon as possible with a few necessary changes to assure that all programs run smoothly. LeRoy Curren seconded and the motion passes.

Frank Hawken moved to accept the charge account letter that was presented by Lee Hauber asking companies to remove all previous employees from charging and add the current employees; Andrew Litzel and Kari Van Luvan to the current charge accounts and send to the appropriate companies. LeRoy Curren seconded it and the motion passes.

Frank Hawken moved to send out highway bids and advertise as such in all three papers. The bids are to be returned to the office by April 11, 2016 to be reviewed at the April 13, 2016 meeting. Randall Otwell seconded and the motion passes.

Randall Otwell moved to go into executive session at 9:17 pm to discuss personnel matters. All others were asked to step out. Dave Moline seconded it and the motion passes.

Lee Hauber Chairman of the board called the meeting from Executive Session back to regular session at 9:50 PM

Randall Otwell moved to pay the invoice to Sheridan County for Andrew Litzel's Cobra pay on his insurance for the amount of \$3,904.74 to cover March and April. LeRoy seconded the motion and motion passes.

Randall Otwell moved to set Andrew Litzel's salary at \$48,000.00 a year starting March 1, 2016 and too follow the Crook County guidelines for Medical Benefits. Frank Hawken seconded it and the motion passes.

Meeting adjourned at 10:05 PM
Respectfully submitted Kari Van Luvan
Attested LeRoy Curren