

WASHAKIE COUNTY CONSERVATION DISTRICT
208 Shiloh Road
WORLAND, WYOMING 82401

MINUTES OF MONTHLY BOARD MEETING

The Washakie County Conservation District (WCCD) held their monthly board meeting on Monday, February 15, 2016 at 7:00 p.m. in Worland at the WCCD office. Members in attendance were; Charley Orchard, Vance Lungren, Susan Pennington, Dan Rice, and Dave Slover. Also in attendance Victoria Dietz; WCCD Director, and NRCS District Conservationist Laura Galloway.

Vance called the WCCD board meeting to order at 7:09 p.m.

The WCCD board reviewed the January 18, 2016 board meeting minutes. Dave reported that Dan Rice had attended the January WCCD meeting, but was not listed as being in attendance in the minutes. Charley moved to amend the January 18, 2016 WCCD board meeting minutes to include Dan Rice as having attended. Dave seconded the motion. Motion carried. Tori stated that she would make that correction.

Tori reported the following financial account balances: WCCD main checking account; \$6,184.46 and Money Market account; \$253,576.52. The CD balance is \$16,405.82. The January bank statements for the main checking and money market accounts were reconciled by Charley. Vance moved to accept the financial statement and the reconciliation reports for both accounts. Charley seconded the motion. Motion carried. Tori reported that the mill levy deposits for the current fiscal year total \$147,509.83, compared to last year at the same time at \$145,311.10.

The following vouchers were reviewed and approved:

VOUCHER	CK NUMBER	PAYABLE TO	AMOUNT
7849	7446	Karen Fenton	389.25
7850	7447	US Postal Service	500.00
7851	7448	Gill Plant Company	200.00
7852	Electronic	Jennifer Rasmussen	48.03
7853	Electronic	Karen Fenton	1,391.99
7854	Electronic	Victoria Dietz	2,683.71
7855	7449	Dan Rice	67.85
7856	7450	Vance Lungren	8.05
7857	7451	Charley Orchard	395.60
7858	7452	Dave Slover	257.60
7859	7453	Susan Pennington	14.95

7860	7454	Fremont Beverage	41.00
7861	7455	Admiral Bev - Banner	153.00
7862	7456	Verizon Wireless	10.08
7863	7457	Cortesia Sanctuary	107.00
7864	Electronic	Security State Bank	1,081.90
7865	7458	Wyoming Retirement	879.68
7866	7459	BlueCross BlueShield	1,355.86
7867	7460	R.T. Communications	88.91
7868	7461	WC School Dist. #2	1,000.00
7869	7462	Daily News	99.00
7870	7463	Chamber of Commerce	250.00
7871	7464	Sage Creek Land & Cat	67,498.71
7872	7465	Cardmember Service	878.15
7873	7466	Luke Fenton	100.00
7874	7467	Admiral Bev – Banner	102.00

NRCS REPORT

NRCS help provided for WCCD: Larry Warner (Damon Weber) – pipeline – survey and design, Connie Clark (Fairview Farms) – Pipeline – survey and design, Sage Creek / South Flat – pipeline system, and - Urban storm water drain project.

EQIP 2016 - Our Division Allocation for 2016 is \$573,081

-The division was able to fund 10 contracts. (3 Sprinkler systems, 2 grazing, 3 Flood and 2 infrastructure)

-Washakie County Received 1 Sprinkler system, 1 Flood and 1 infrastructure. We also received 2 Russian Olive / Salt Cedar removal contracts from the invasive species state account.

-No information on NWQI yet. I did get a request to verify the HUC numbers. Apparently there is an updated version with different HUC numbers. We now have the updated layer on our Toolkit layers.

-We will be meeting the 16th and 17th to do peer reviews on all Division contracts then they will be reviewed by the area office, and 20% by the state office.

Tori asked Laura about the NWQI HUC number changes and why the numbers were changed. Tori asked Laura where the numbers were coming from as the WCCD has been using the universal HUC numbers from USGS. Laura said she would find out.

Local Work Group Meeting - Astrid wants the Divisions to have their local work groups earlier this year. She wanted them in April and May, but I felt that we would not get any input from the farmers due to them being in the field. So we scheduled the local work group meeting for March 16th at 1:30 pm, at the Greybull Extension office. An advertisement was placed in the local papers in each county. I visited

with Tori about this meeting as we are to work with the District to conduct the meeting. We can have the Ultima form Powell take the minutes, which is one of the jobs we used to ask the district to do. We also like to have a district board member present to chair the meeting. Last year one of the board members from Lovell was the chair. Any of you can volunteer if you can make it. We normally go over the Division allocations, county shares, resource concerns for our county/division, and any suggestions the attendees have to give to the state technical committee. With the concerns on the cover crops, I looked to see if we could remove those questions as to reduce people just implementing them to get more points. The questions are incorporated throughout the national questions so there is no way to remove them.

Cover Crop Meeting - As you know there was an invite only cover crop meeting on February 9th. In attendance were the UW extension and research folks, 2 people from Allied Seed, 2 people from Coors, and the NRCS. We were given an overview of certified seed production, discussed cover crops / companion crops, listened to the concerns from everyone, and came up with a plan to alleviate some of the issues.

Issues: Contamination of current and future crops. 1) Planting species that will come back and be considered as weeds the next year. 2) Planting species too close to a certified seed field that will potentially cross with the seed production species making it not pure. 3) Management issues resulting from fungus remaining in the stubble of no tilled residue which transfers to the new crop.

Objectives:

- Continue to improve the soil health while reducing conflicting issues.
- Work with research center to identify certified seed production fields within a 3-mile radius of the cover crop planting to avoid planting species that will impact the certified seed.
- A list of problem species will be compiled by the UW research team and Allied seed to distribute so we can avoid them in our recommendations.

Certification of NRCS Cooperator – Susan Pennington signed the document.

Snow Report – Laura provided the WCCD Board with a written snow report, which was not included in these minutes.

EMPLOYEE REPORTS:

Tori provided the WCCD Board with Karen Fenton's report prior to the meeting via email.

Tori reported that she had been in contact with Justin Caudill regarding the Watershed Improvement District board training and stated that they had agreed that she would coordinate a date for the training once she hears from Justin that he has finalized the training module.

Tori reported that she has not received any applications for the Outdoor Education position and had run in the Daily news and posted it on the WCCD's Facebook page and Worland Yardsale Facebook site. She stated that she would contact the local Job Service office to list.

Tori reported that Luke Fenton had finished painting one of the can recycling dumpsters and asked Vance if Kayden had finished his. Vance stated that he had. Tori stated that she would need to wait 3 weeks for the paint to cure before they could be labeled.

Tori reported that the WESTI Ag Days event will be this coming Friday and felt that there was a great list of sessions. Tori stated that she and Karen will be out of the office on Friday for that purpose. Tori reported that she has met with Brian Berky and Mike Donnell, City of Worland employees and the BNSF Railroad and is moving forward with Allen Croft, NRCS Engineer to design the project. Tori stated that Allen and Karen had surveyed the project area last week.

Tori reported that she had received an email from Jan Johnson at South Big Horn Conservation District stating that her board had agreed to holding the Nowood Watershed Improvement District election in November.

Tori reported that she has participated in the Nowood WID quarterly teleconference, along with Dan. She stated that they learned that the Forest Service had denied the Geotech drilling for Meadowlark Lake. Tori had been asked to provide the Nowood WID board with the term of office sheet she had developed for the officers elected to the Nowood WID board and also the information on where to obtain a bond and who needs to be bonded. Tori asked the Nowood WID board when they would like to schedule the WID board training with Justin and they felt the best time would be before the end of February so as not to interfere with calving and spring farm work. Tori reported that the Nowood WID board reviewed the 2015 Financial Summary Report and voted to approve. They stated that they would email the signed copy to Tori before March 1st.

Tori reminded the WCCD Board of the upcoming Ranch Sustainability Workshop on March 8 & 9 in Sheridan.

BOARD MEMBERS REPORTS:

Sage Grouse Meeting Report – Both Charley & Dave reported on the Sage Grouse Implementation DDCT Training they had attended on January 26th. They both said there were very few ranchers at the meeting, and was mostly attended by agency people and the information was very “agency” oriented. Charley said that he was able to use the DDCT tool to identify the Sage Grouse leks on his property and felt the tool to be useful for that.

Nowood Watershed Improvement District (WID) Quarterly Meeting – Dan reported on the Nowood WID’s first quarterly meeting, which he attended on February 1st in Manderson.

OLD BUSINESS

NRCS/WCCD Office Space Cooperative Agreement Approval Decision – Tori provided the final copy of the agreement to the WCCD Board, which she had updated by replacing all of the generic conservation district names throughout the document to Washakie County Conservation District. In addition, Tori stated that she had discussed Attachment A with Laura Galloway and neither she or Laura felt there was anything to specify on Attachment A that was not already in the document. It was agreed that no Attachment A was necessary. After review of the document presented, Vance made a motion to approve the NRCS/WCCD Office Space Cooperative Agreement. Dave seconded the motion. Motion

carried. Dan signed the agreement. Laura will let Tori know if she is to send the document directly to Grant Stumbough, NRCS, or send through Laura.

Content/Vehicle Insurance Quote Farm Bureau – Tori reported that she had received an updated quote for WCCD's content insurance to bring the value up to date. Tori stated that the insurance premium will increase from the previous \$291.00 covering \$64,000.00, to \$334.00 which covers the \$85,000 of the updated inventory, which does not include the three items to be insured under the Inland Marine policy.

Inland Marine Insurance Update Quotes – Tori reported that she obtained an estimate from Farm Bureau and Tegeler & Associates for the Inland Marine policy for the SmartTROLL, Ultrasonic Flow Meter, and the FloMate Flow meter valued at \$12,086.00 with a \$1,000 deductible. The estimate from Farm Bureau was \$277.98 and Tegeler & Associates was \$267.00. The WCCD Board agreed to award the policy to Farm Bureau since all of the other insurance was through them and the difference between the two quotes was \$10.98.

Big Horn River Level I Study Consideration – Tori provided the WCCD Board with a summary of information she had obtained from Jason Mead, Wyoming Water Development regarding the process and application to the Wyoming Water Development Commission (WWDC) for a Level I study. Tori stated that Jason had worked with Ron Vore (former WWDC employee) in the past on developing a map of how they would like the watersheds to be combined to alleviate a lot of little watershed studies. Tori provided that map to the WCCD Board and pointed out that the Big Horn River watershed also encompassed Hot Springs County. After some discussion, Dave made a motion to support co-sponsoring the application for a Level I Study for the Big Horn River, with South Big Horn Conservation District. Vance seconded the motion. Motion carried. Dan suggested that Tori provide the same information to Hot Springs Conservation District to ask for their support as well, but to explain that no funding assistance would be necessary. The WCCD board agreed to have Tori contact the South Big Horn Conservation District to let them know that we would be a co-applicant to their proposed Level I Study for the Big Horn River and to suggest that Hot Springs Conservation District be notified and asked for their support. Tori stated that the application fee is \$1,000.00 and is due August 15th. Tori reviewed her summary from her conversation with Jason and stated that Jason said it was very important for the sponsors to host public meetings before the applications are submitted to ensure landowners are aware and in support of having the study completed.

NEW BUSINESS

Natural Resource Land Use Plan Policy Work – The WCCD board updated three policy sections in the WCCD's Natural Resource Land Use Plan (Special Projects, Public Information & Education, and Tree Program) with the following results:

Special Projects

Goal -

WCCD will strive to meet the rural and urban public's conservation needs through assistance and special project efforts to promote a healthy community through conservation practices.

Special Projects Policy -

- i. Promotes and implements urban conservation and beautification projects.

- ii. Provides cost-share funding for on-the-ground natural resource conservation BMP projects.
- iii. Promotes the use of renewable alternative energy sources.

Public Information and Education

Goal –

WCCD's goal is to share information and educate the public about natural resource issues. Natural resources and their related issues and concerns are dynamic.

Public Information and Education Policy -

- i. Promotes agricultural and natural resource conservation in public schools, with youth organizations, and in other venues where youth and children receive formal education.
- ii. Provides education and information to the general public on natural resource issues and topics.
- iii. Promotes viable farming, ranching practices and business opportunities.
- iv. Insures that stakeholders are made aware of technical assistance and funding programs that are available.
- v. Recognizes natural resource and agricultural success stories through district programs and local media.
- vi. Promotes the development and application of BMP's
- vii. Provides guidance, information, and education to elected government officials and decision makers on conservation and natural resource management issues, and the impacts, and outcomes related to policies initiated by government.

Tree Program

Goal -

WCCD will help alleviate and manage soil erosion, improve energy flow, improve the water and nutrient cycle within the District by providing education to the public on the benefits of trees.

Tree Program Policy –

- i. Supports the use of tree plantings and the use of other plant materials to provide for improved natural resource conditions and community aesthetics within the WCCD.
- ii. Proactively, and with other entities, provides stakeholders with information regarding selection of appropriate varieties of trees for the intended use, proper techniques of tree planting and maintenance, irrigation systems, program funding, wildlife interactions, and sources of trees through the WCCD website, printed materials, educational workshops, and such other methods as may be appropriate.
- iii. Provides technical assistance, equipment, and cost share for tree planting projects
- iv. Makes weed barrier, and other essentials available to the community

Dan asked the WCCD Board members to review the previous updated policies to ensure that pertinent ones pertaining to items such as Wilderness Study Areas and work being done related to the Public Lands Initiative are in line and included.

Risk Management Letter Approval – Tori reported that the WCCD Board, during their January WCCD Board meeting had approved the risk management items. Tori provided the WCCD Board with a letter to Wyoming Department of Agriculture outlining those approved risk management items and asked for their approval. The WCCD Board approved of the letter, which Dan signed.

WACD Legislative Update #1 and WACD Legislative Update #2 – Dan gave the WCCD Board on overview of the updates to the legislative bills being monitoring by WACD, specifically regarding the Trespass bill in which he stated that specific language was still being worked on.

Wyoming Water Association Request for Membership - Tori provided the WCCD Board with a letter and membership form from the Wyoming Water Association and asked if there was interest in becoming a member for \$100. Tori stated that she had attended one of their conferences several years ago and was very impressed that all of the session speakers were the heads of departments, not just their representatives and it was very informative. Susan made a motion to approve \$100 for a membership to the Wyoming Water Association. Charley seconded the motion. Motion carried.

Bighorn Forest Steering Committee Meeting – Tori reported that the Big Horn Forest Steering Committee will meet on April 28th, to include an update on the scenic Byway grant, a follow up on converting the forest monitoring plan to meet the 2012 Planning Rule, District Ranger updates, and discussion of upcoming events. Dan said he would try to attend.

Washakie County Burning Resolution Public Meeting – Tori reported that there will be a Washakie County Burning Resolution public meeting held at the Worland Community Center Complex on February 16th. Tori reported that Karen plans to go to represent the WCCD. Tori provided the following documents to the WCCD Board for their review: Proposed Regulations, Proposed County Commissioner Resolution, & DEQ Burning Regulations.

Honesty Bond Coverage Increase – Tori reported that she noticed that the Honesty Bond coverage was not up-to-date as it was only covering for \$100,000.00. Tori stated that her understanding for coverage was to be based upon the most amount of money in the WCCD's accounts at any given time, which was closer to \$250,000.00. Tori reported that she received a quote for \$1,432.40. WCCD Board agreed to increase the bond amount, but asked Tori to check to see if Farm Bureau had also check with other bond companies for pricing.

Dave asked where the funds would come from to pay the increase to the content insurance, increase the bond premium and to add the inland marine, and after some discussion, the WCCD Board agreed to transfer the funds from the Outdoor Education budget. Tori said there would need to be a budget amendment hearing and would advertise for it to be held during the next WCCD Board meeting in Ten Sleep in March.

Partners for Fish & Wildlife Program Input – Tori provided an email from WACD regarding input on the Partners for Fish & Wildlife Program. Tori stated that Bobbie would like thoughts and input on the program and will compile and send on the NACD by their March 11th deadline. There were no thoughts or input provided by the WCCD Board.

Nature Conservancy Request for Partnership – Tori reported that Katherine Thompson, Nature Conservancy, had contacted her to ask if there were any project the WCCD had going on that we would like them to partner on. Tori asked the WCCD Board for their input on what future project ideas that would work in partnership with the Nature Conservancy. Discussion included the thought that, once it was determined what will grow along Gooseberry Creek – after the Wyoming Department of Ag (WDA) Research grant project was completed, that may be a great partner project with the Nature Conservancy.

Charley asked Tori for a list of the grasses that are being tested along Gooseberry Creek under the WDA Research Grant. Tori said she would have Karen forward them to him.

Wyoming Conservation District Employee Winter Training Request – Tori reported that the Wyoming Conservation District Employees Association will have their winter training in Casper from March 30th through April 1st. Tori stated that she and Karen would like to attend and provided the WCCD Board with the training agenda and also added that she would be teaching the cost share program session. Charley made a motion to approve Tori & Karen to attend the WCDEA Winter Training. Susan seconded the motion. Motion carried.

Wyoming Forestry Grant Support – Tori provided the WCCD Board with an email from Keith Grant asking for support for the Forest Collaborative Assistance Program. Keith indicated in his email that their first application had not been approved and were re-applying for the grant to focus on the Roadless issue. Dan stated that the WCCD Board had supported the last grant application and had provided his signature to them, but would not be able to participate in their meetings. Susan made a motion to be a supporting partner for the Forest Collaborative Assistance Program grant to Shoshone Conservation District. Dave seconded the motion. Motion carried. Tori stated that according to the information Keith sent, the deadline was passed for the second round of applications and didn't know if we had missed the chance to support. Tori stated that she would contact Kristen Tilley, Shoshone Conservation District to see if they received an extension of the deadline and if they still wanted a letter of support. In addition, Dan asked Tori to find out if they did re-submit, if they used his signature without his knowledge.

NRCS Teleconference Topics – Tori reported that she had received an email from WACD regarding an upcoming quarterly teleconference with conservation districts and asked if there were any topics to be discussed. The WCCD Board had no suggestions. Tori stated that the teleconference would be held on March 7 at 10:00 and she would send a reminder to the WCCD Board the day before.

OTHER BUSINESS

Dan asked Tori how things were going with using the website for board meetings. Tori stated that it takes about 8 hours to prepare and load everything for a board meeting, if she is unable to keep up with it during the month. Dan asked the WCCD Board if it was working for them as well. Dave suggested that anything new added to the agenda after Tori notifies the WCCD Board it is ready, be noted as NEW or UPDATED with the date. Tori said she would do that. Dan stated that he had a board documents webinar link that he was recently made aware of that he would send to Tori to see if it was less time consuming than what she is doing now.

CORRESPONDENCE

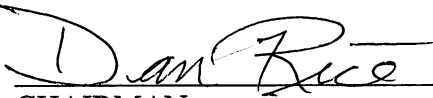
Big Horn Basin Dispatch; Governor Mead State of the State; Unita County CD Newsletter; Public Lands

Initiative Meeting Follow-up; Governor Applauds Court-Clean Power; NRCS Newsletter; Drought Impacts on Rangeland Fact Sheet.

Susan moved to adjourn. Charley seconded the motion. Motion carried. The meeting was adjourned at 10:19 p.m.

Date: March 14, 2016

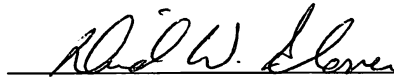
Respectfully submitted by: Victoria Dietz, District Director



CHAIRMAN

3-21-16

DATE



SECRETARY/TREASURER

3/21/16

DATE