

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 18, 2019 at 7:00 p.m. in Worland at the WCCD Office. WCCD Board members in attendance included; Dave Slover, Charley Orchard, Vance Lungren, and Susan Pennington. Also, in attendance was WCCD Director Victoria Dietz and guests Brenda Ashworth & Brandon Noble with Y2 Consultants, Sonja Becker with Hot Springs Conservation District, and landowner Jamie Snyder.

Dave called the WCCD board meeting to order at 7:06 p.m.

Vance made a motion to approve the WCCD February 18, 2019 board meeting agenda. Susan seconded the motion. Motion carried.

The WCCD Board reviewed the draft January 21, 2019 board meeting minutes. Charley made a motion to approve the January 21, 2019 minutes as read. Susan seconded the motion. Motion carried.

FINANCIAL REPORT:

The January 2019 bank statements for all accounts were reconciled by Vance Lungren and all reconciliation reports were provided. Tori reported that the mill levy funding received to date was \$133,626.88, compared to \$125,775.90 the same time last year.

The WCCD Board reviewed and signed the vouchers. Tori provided the WCCD Board with the monthly expenditure spreadsheet report from January 22, 2019 through February 18, 2019. Charley moved to accept the monthly expenditure and financial report. Vance seconded the motion. Motion carried.

Tori reported that Dan had provided his receipts for his trip for NACD Convention and has requested that WCCD consider reimbursement to WACD for his motel room at \$1517.82, if funds allow. Tori stated that she thinks there is enough to reimburse WACD but will need to wait until Susan Pennington has submitted her receipts, to know for sure.

The following vouchers were reviewed and approved:

Date	Payment To	Invoice Number	Check Number	Amount
1/28/2019	R. T. Communications	8733	8138	\$100.36
1/28/2019	Donnell & Allred, Inc.	8734	8139	\$127.25
1/28/2019	Ten Sleep School	8735	8140	\$450.00
1/30/2019	Melanie Dedic	8736	Electronic	\$51.06
1/30/2019	Victoria Dietz	8737	Electronic	\$1,993.76
1/31/2019	Karen Fenton	8738	Electronic	\$1,674.42

1/31/2019	IRS	8739	Electronic	\$1,246.72
1/31/2019	Wyoming Retirement	8740	8141	\$1,022.46
2/1/2019	Empower Retirement - WRS	8741	Electronic	\$1,000.00
2/1/2019	Bower Technology	8742	8142	\$50.00
2/4/2019	Worland Ten Sleep Chamber	8743	8143	\$200.00
2/8/2019	Wyoming BlueCross BlueShield	8744	Electronic	\$705.06
2/8/2019	Victoria Dietz	8745	8144	\$69.95
2/11/2019	Nelson Engineering	8746	8145	\$14,742.70
2/11/2019	Cardmember Services	8747	8146	\$1,574.23
2/18/2019	Dan Rice	8748	8147	\$520.05

DC REPORT:

Laura Galloway provided the following written DC Report prior to the WCCD Board meeting, as follows, but was not in attendance:

ASSISTANCE GIVEN TO THE CONSERVATION DISTRICT: Engineering and design, planning, and CTA

CTA ASSISTANCE: Phone calls for assistance.

EQIP

- We have ranked our FY19 applications and will have a Division I peer to peer review of eligibility and ranking on February 19-20 in Greybull.
- It appears like the new sub-accounts are working as planned and every county will have some contracts along with Division I being able to fund different types of projects.
- We continue to do as-builts, modifications, and project checks for active contracts.

NWQI

- All 3 applications in the Nowater Watershed have been pre-approved. The estimated funds needed for these 3 is \$120,000.
- The obligation date for these contracts was January 18, 2019 but as of yet with no budget we are not able to obligate these contracts.

ULTIMA

- Michelle Lancaster is our new Ultima who will be working in the Washakie County Office 1 2 days per week. She has just gotten her computer so has been just doing filing and other things right now.

WESTI AG DAYS

- We had a booth at Westi Ag Days to showcase some of our projects and provide information to the area farmers and ranchers.
- I attended the Youth Career Event on Tuesday night. It is held in conjunction with Westi and provides the local youth an opportunity to see what types of careers are available in different fields of work and also to talk with College representatives about what the colleges have to offer. There were approximately 70 people in attendance. I had a table with information on all the different career opportunities in NRCS.

OTHER

- Blaise Allen was hired to be our new area Range Conservationist taking over Ray Gullion's position. Blaise will start on February 19th.
- Dawn Piel has been the acting DC in Thermopolis and we have been providing her with assistance whenever she needs it.
- I ended up being the acting DC for the Lyman/Rock Springs offices from December 16th to February 1st as that DC was on sick leave due to a family illness/death that he had to deal with.

DISTRICT MEETINGS

- We have been instructed that we can no longer attend District meetings if they fall on a Holiday. They also must be held between the hours of 6 am and 9 pm on normal working days for me to attend.
- Because of this directive, I will not be able to attend the meeting on February 18th.

SNOW REPORT: Snow water equivalent history (this was not included in these minutes)

EMPLOYEE REPORTS:

Karen Fenton's monthly report was provided to the WCCD Board. Tori also provided the WCCD Board with an electronic copy of the poster Karen had developed for the upcoming WACD Watershed Conference in Casper on February 20th and 21st.

Melanie Dedic's monthly report was provided to the WCCD Board.

Tori provided the WCCD Board with her January 2019 Timesheet and reported on and/or provided documents for the following: Nowood WID Meeting Report; NACD TA Grant Update; Paxton Berm EWP Update; NACD Urban Conservation Grant Update; WESTI Ag Days Report; Worland/Ten Sleep Chamber Calendar & Dues

BOARD MEMBER REPORTS:

NACD Convention - Susan Pennington gave a summary of some of the sessions she had attended during NACD Convention in San Antonio and thanked the WCCD Board for sending her.

OLD BUSINESS

Tori provided the WCCD Board with the draft agenda for the upcoming Conservation District and Special District Training to be held in Cheyenne on February 27th and 28th and reported that the training will also be available via webinar. Tori stated that Karen will be attending the training for certification purposes.

NEW BUSINESS

Middle Big Horn River Level I Study Update - Brenda Ashworth and Brandon Noble from Y2 Consultants attended the meeting and gave the WCCD Board a summary update of their progress and stated that they would be hosting a public meeting in Worland on March 19th. Brenda reported that they were approximately 42% completed.

National Association of Conservation Districts (NACD) Technical Assistance (TA) Grant – Tori reported that Western Heritage had agreed to reduce their cost estimate for the engineering design project in Big Horn County, under WCCD's NACD TA grant. Tori stated that South Big Horn Conservation District has agreed to cover the cost difference between what is left in the grant and the consultants estimate, up to \$2,500.00. Tori presented the WCCD board with the WCCD/Western Heritage contract, which had been signed by Western Heritage. Dave signed the contract.

Tori reported that Western Heritage has been delayed in moving forward with the project due to the non-responsiveness of the NRCS Greybull Field Office. Tori stated that she apologized to Western Heritage and sent the NRCS Greybull Field Office an email explaining that Western Heritage had reduced their price to accommodate both the Washakie County and South Big Horn Conservation Districts and would appreciate their diligence in getting the information to Western Heritage as soon as possible.

Rural Cost Share Program Applications/Ranking:

-L2S LLC – Pivot Sprinkler Application – Landowner, Jamie Snyder, representing L2S LLC, presented her application for a Pivot Sprinkler. After WCCD Board review and discussion, the L2S LLC Pivot Sprinkler was not approved for funding due to receiving a low-ranking score, which was based on the family already having received funds from the Rural Cost Share Program for projects four out of the last six years.

-Crowfoot Ranch - Andy's Reservoir Application – The WCCD reviewed and discussed the Andy's reservoir project. Charley made a motion to approve cost share for up to 50%, up to \$3680.00 for the Crowfoot Ranch application for Andy's Reservoir. Susan seconded the motion. Motion carried.

Special Discretionary Program:

- Crowfoot Ranch Mills Place Agreement – Tori presented the agreement between Crowfoot Ranch for the Mills Place project, which had been signed by landowner, Kirk Tolman. Dave signed the agreement.

- Wyoming Sugar Agreement - Tori presented the agreement between Wyoming Sugar for the Phase I Windbreak project, which had been signed by Wyoming Sugar's CEO, Mike Greear. Dave signed the agreement.

Washakie County-City of Worland 205 Study Information - Funding Consideration – Tori gave the WCCD Board an overview of the Washakie County Commissioner meeting she had attended regarding the Section 205 Flood Risk Management Study grant by the U.S. Army Corps of Engineers. Tori explained that flood control measures will be looked at to help reduce future ice jams and damage from them impacting the Worland community. Tori reported that Washakie County is sponsoring the grant and she has been attending the meetings, along with the City of Worland, and Office of Homeland Security. Tori reported that Washakie County was going to draft a letter requesting that the Army Corps of Engineers pursue identifying the scope of the feasibility of the study. Tori reported that the first \$100,000 is covered under the grant for the feasibility study and the Army Corps has agreed to communicate closely with the Washakie County Commissioners so there is a clear understanding of expenditures ahead of the \$100,000 cap. Tori asked the WCCD Board for their consideration in setting aside funds to contribute towards future match dollars for the study. The WCCD Board agreed to consider funding contributions' during WCCD's FY 2020 budget discussions.

Employee Health Insurance Change Consideration – Tori gave the WCCD Board an update on recent changes regarding health insurance coverage for her husband, requested a contribution change, and gave an overview of WCCD's health coverage benefit. Tori stated that she would be meeting with the supplemental insurance company on February 20th and would learn more details about payment options. The WCCD Board suggested that she report her findings at the next WCCD Board meeting.

Local Work Group Questionnaire (Prepared for WESTI) – Tori reported that Dan had suggested that a questionnaire be developed to distribute during WESTI Ag Days to gain input from landowners regarding their resource concerns and priorities. Tori provided the WCCD Board with the questionnaire she had developed, which had been handed out during WESTI. Tori also provided the WCCD Board with the questionnaires that had been handed in at WESTI and suggested that it be continued to be handed out at the office. Tori stated that she did not know when the NRCS Division III Local Work Group would be.

BLM Wild Horse Gather EA Notice – Tori provided the WCCD Board with the letter from the BLM regarding the EA notice to gather Wild Horses, and a draft comment letter which had been developed by Karen Fenton. After review and discussion of the comment letter, Charly made a motion to approve the comment letter and to submit it on behalf of the WCCD Board. Vance seconded the motion. Motion carried. Dave signed the WCCD comment letter.

WACD Legislative Updates – Tori provided the WCCD Board with WACD's Legislative Update #7 and updated information on the Public Records legislation.

Farm Service Agency CRP Name Changes – Tori presented three separate documents from Lisa Bower, Farm Service Agency, that Lisa was requesting approval by the WCCD Board. Tori explained that all three documents were name changes on the contracts due to the sale of the properties and the continuation of the new landowner taking on the CRP requirements. After the WCCD Board reviewed the documents, Charley name a motion to approve all three CRP name change documents. Susan seconded the motion. Motion carried. Dave Slover abstained from the vote. Vance Lungren signed the documents.

OTHER BUSINESS

Webinar/Teleconference Options for Board Meetings – Susan suggested that the WCCD Board consider setting up for webinar type board meetings when there are winter weather advisories in effect. Tori stated that she would look into those options and report her findings at the next board meeting.

CORRESPONDENCE

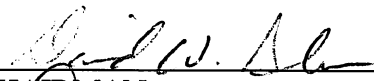
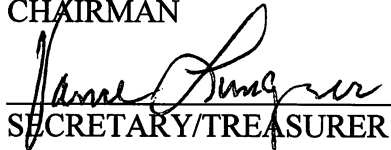
Dave Eggar Clarification Email 01222019; NACD News 01222019; Governor Appoints Cabinet Members News Release; USDA Reopens FSA Offices; NACD News 01252019; WDA Comments on Mountain Goat; Bighorn Forest SOPA; NACD News 01292019; BLM Gas Lease Sale Notice; Wyoming Wildlife Natural Resource Trust Meeting Announcement; WDA Comments on Strata Energy; NACD News 02012019; Big Horn Basin Dispatch; Keith Grant Unified Region Based Watersheds Email; Bullet Proof Workshop; Bighorn Forest Tie Flume Scoping Notice; WDA Specialty Crop Program; DEQ Nutrient Work Group; 2019 Integrated Weed Catalog; Federal Register Air Quality; Waters of the US Webinar;

CORRESPONDENCE OF HIGHER IMPORTANCE: Public Records Legislation Update 01232019; Public Records Legislation Update 02042019; Nowood WID January Signed Meeting Minutes; Nowood WID Yearly Report; Public Records Legislation Update 02052019; Bridger Plant Materials Center Newsletter 2018; WACD Decision on WID Statute Changes; Public Records Email from Bobbie; Alkali Creek Draft EIS; Alkali Creek Draft Appendices;

The WCCD Board meeting was adjourned at 9:36 p.m.

Date: February 25, 2019

Respectfully submitted by Victoria Dietz, Director

	3/18/19
CHAIRMAN	DATE
	3-18-19
SECRETARY/TREASURER	DATE