

**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, December 16, 2019 at 7:00 p.m. in Worland at the USDA Building. WCCD Board members in attendance included; Dan Rice, Dave Slover, Charley Orchard, and Vance Lungren. Also, in attendance was WCCD Director Victoria Dietz, and NRCS District Conservationist Laura Galloway.

Dave called the WCCD board meeting to order at 7:05 p.m.

Dan made a motion to approve the WCCD December 16, 2019 board meeting agenda. Charley seconded the motion. Motion carried.

The WCCD Board reviewed the draft November 18, 2019 board meeting minutes. Charley made a motion to approve the November 18, 2019 WCCD Board minutes. Vance seconded the motion. Motion carried.

Tori asked for a WCCD Board member's signature for the Executive Session minutes, which had already been approved during the November 18, 2019 Executive Session. Dave Slover signed the November 18, 2019 Executive Session WCCD Board minutes.

**FINANCIAL REPORT:**

Tori reported the following financial account balances: WCCD main checking account; -\$12,009.96, Main Money Market account; \$77,244.61, Emergency Reserve Money Market account; \$96,088.77, Depreciation Reserve Savings account; \$3,022.99, and CD balance; \$16,923.19. The November 2019 bank statements for all accounts were reconciled by Dan Rice and all reconciliation reports were provided.

Tori reported that the mill levy funding received to date is \$69,849.86.

The WCCD Board reviewed and signed the vouchers. Tori provided the WCCD Board with the monthly expenditure spreadsheet report from November 19, 2019 through December 16, 2019. Charley moved to accept the monthly expenditure and financial report. Vance seconded the motion. Motion carried.

The following vouchers were reviewed and approved:

Date	Payment To	Invoice Number	Check Number	Amount
11/19/2019	VSP of Wyoming	8956	Electronic	\$17.83
11/19/2019	Ten Sleep School	8957	8290	\$1,000.00
11/20/2019	LJ Revocable Trust	8958	8291	\$25.00
11/21/2019	CAN Surety	8959	8292	\$429.75
11/26/2019	R.T. Communications	8960	8293	\$112.72
11/26/2019	Nowood Construction	8961	8294	\$101,121.39
11/26/2019	Nelson Engineering	8962	8295	\$4,125.95
11/27/2019	Halli Caines	8963	Electronic	\$1,721.46
11/27/2019	Victoria Dietz	8964	Electronic	\$2,361.95
11/27/2019	IRS	8965	Electronic	\$1,400.12
11/27/2019	Wyoming Retirement	8966	8296	\$1,111.47
12/2/2019	Wyoming Retirement-Empower	8967	Electronic	\$1,000.00

12/6/2019	Wyoming BlueCross BlueShield	8968	Electronic	\$1,470.92
12/6/2019	Nowood Construction	8969	8297	\$27,118.40
12/6/2019	Mountain West Farm Bureau	8970	8298	\$863.16
12/10/2019	City of Worland	8971	8299	\$2,500.00
12/10/2019	Cardmember Services	8972	8300	\$1,528.40

### **DC REPORT**

Tori provided the WCCD Board with the DC report, which was submitted by Laura Galloway via email, previous to the WCCD Board meeting. Laura gave a brief overview of her report, which also included an explanation that the NRCS Conservation Collaboration Grant Funding was only for outreach efforts, not project implementation.

Laura also reported that the EQIP Program Rule announcement came out today and comments are due on February 18<sup>th</sup>.

### **EMPLOYEE REPORTS:**

Tori provided the WCCD Board with her November 2019 Timesheet and gave the WCCD Board an update on the following; Paxton Berm Russian Olive Removal Update; Middle Big Horn Level I Study Meeting Report; City of Worland Compost Project Final Documents

Halli Caines's monthly report was provided to the WCCD Board via email previous to the WCCD Board meeting.

### **BOARD MEMBER REPORTS:**

BLM Wyoming Pipeline Corridor Public Meeting – Dan gave a summary report on the public meeting he had attended in Thermopolis on December 11<sup>th</sup>. Dan explained that the proposal for the pipeline corridor was proposed by the Governor's office to the BLM, and the public meeting was hosted by the BLM to propose amendments to BLM Resource Management Plans.

Tori reported that Lee Campbell from Hot Springs Conservation District, had also attended the public meeting in Thermopolis and talked to her about his understanding of the proposed corridor. Tori said that Lee had plans to meet with the Washakie County Commissioners on December 17<sup>th</sup> to update them on the public meeting discussions and invited the WCCD to attend as well. Tori asked the WCCD Board if they would like her to write comments to the BLM for the proposed Wyoming Pipeline Corridor. After some discussion, the WCCD Board agreed to have Tori develop comments to the BLM for the proposed Wyoming Pipeline Corridor, which are due December 27<sup>th</sup>.

### **OLD BUSINESS**

Sage Creek Land & Cattle 319 Application – Tori provided the WCCD Board with the Bureau of Reclamation Right of Way Approval and the Army Corp of Engineers Permit for Sage Creek Land & Cattle's proposed Upper East Place Pipeline project. After some discussion, Dan made a motion to approve the project for funding, under the Big Horn River-Slick & Lower Nowater 319 grant. Charley seconded the motion. Motion carried.

WCCD Public Records Policy – Tori provided the WCCD Board with the updated version of WCCD's Public Records Policy, which was edited since the previous WCCD Board meeting. After some discussion, Dan made a motion to approve the updated version of WCCD's Public Records Policy as presented, with the deletion of the words "In addition" in Section 4. Inspection. Charley seconded the motion. Motion carried. Dan asked Tori to include the final version of the policy on the WCCD Board agenda in January and to also send to Bobbie at WACD.

Ten Sleep Recycling Draft MOU Consideration – Tori provided the WCCD Board with a draft of the MOU between the WCCD and the Town of Ten Sleep, regarding the responsibilities and use of the WCCD's recycling trailer. Dan stated that he presented the draft MOU to the Town of Ten Sleep representatives and discussed, with

the WCCD Board, the edits that were suggested. After some discussion, Tori agreed to update the draft MOU and send it back out to Dan to present to the Town of Ten Sleep. Tori asked Dan if he might suggest that the Town of Ten Sleep consider providing their final comments back to WCCD before their January WCCD Board meeting.

Town of Ten Sleep Draft Agreement with Operator Consideration – Tori provided the WCCD Board with a draft of the agreement between the Town of Ten Sleep and the person who will be hauling the recycling trailer. After input was provided by the WCCD Board and discussion was held, Tori agreed to update the draft agreement and asked for clarification as to who would be utilizing the agreement. The WCCD Board agreed that the agreement would be between the Town of Ten Sleep and the person who would be hauling the recycling trailer and that the draft document would be provided to the Town of Ten Sleep as a suggested agreement.

Legislative Lunch Plans - Tori provided the WCCD Board with a draft agenda for the upcoming December 17<sup>th</sup> Legislative Lunch at the Brass Plum at noon. Tori reported that the agenda was developed based upon WACD's legislative update and she has provided the attendees with the draft bills for their review ahead of the meeting. Discussion was held. Tori stated that she has invited both the Meeteetse and Hot Springs Conservation Districts to co-host the meeting with WCCD, and they will both have representatives present.

Tori reported that she will need the Wyoming Department of Ag's (WDA) Form BA2 signed before the end of the year, which documents that the legislative function was accomplished. After some discussion, Dan made a motion to allow any WCCD Board member the authority to sign the WDA Form BA2 in the place of the Chairman. Charley seconded the motion. Motion carried.

National Association of Conservation District's (NACD) Annual Meeting - Dan reported that he would be attending the NACD Annual Meeting in Las Vegas; leaving on February 7<sup>th</sup> and returning on February 12<sup>th</sup>. Dan stated that WACD budgets to send the Chairman and Vice Chairman, but asked the WCCD Board to consider providing his travel expenses since he will also be representing the WCCD Board. After some discussion, Charley made a motion to approve funds to cover Dan's travel expenses up to \$500.00 to attend the NACD Annual Meeting in Las Vegas. Vance seconded the motion. Motion carried.

Tori reported that Hallie is contemplating attending the NACD Annual Meeting as well.

## **NEW BUSINESS**

Rural Cost Share Program Agreements – Tori reported that she has received signed agreements under the Rural Cost Share Program from Gooseberry Creek Ranch, Dan Miller, and Nancy Bolt (Jim Willard), and presented them to the WCCD Board for a board signature.

Security State Bank Designation Request – Tori read a letter from Security State Bank regarding Depository Designation. Discussion was held. Vance made a motion to approve Security State Bank as a depository for WCCD for the ensuing year. Charley seconded the motion. Motion carried. Dan Rice abstained from the vote. Dave signed the letter.

WACD Legislative Update Email – Tori provided the WCCD Board with WACD's Legislative Update dated December 2, 2019. Discussion was held.

## **CORRESPONDENCE OF HIGH IMPORTANCE:**

BLM RMP Amendment-Federal Register Notice for Pipeline Corridor

## **GENERAL CORRESPONDENCE:**


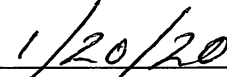


BLM Pipeline Corridor Public Meeting; NRCS CSP Rule Commenting; NACD News 11192019; NACD Clips 11222019; Governor Budget Transparency Website; Wyoming NRCS Newsletter; Wyoming BLM Pipeline Corridor Public Meetings; Big Horn Basin Dispatch; NACD News 11262019; Ranch Workshop in Ten

Sleep; Governors Financial Transparency Group Meeting; NACD SW Region Grant; NACD News 12032019; Commodity Credit Federal Register Notice 12092019; NACD Clips 12062019; Governor Carbon Capture Potential News Release; NACD News 12102019; BLM Oil & Gas Leases; NACD Clips 12132019; University Research on Grazing Costs

The WCCD Board meeting was adjourned at 8:30 p.m.

Date: December 20, 2019

Respectfully submitted by Victoria Dietz, Director

	
CHAIRMAN	DATE
	
SECRETARY/TREASURER	DATE