

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, November 20, 2017 at 7:00 p.m. in Ten Sleep at the Ten Sleep Senior Center. WCCD Board members in attendance included; Dave Slover, Susan Pennington, Charley Orchard, and Dan Rice. Also in attendance was WCCD Director Victoria Dietz, WCCD Program Assistant Karen Fenton, NRCS District Conservationist Laura Galloway, and guests Amy Truman, Ten Sleep Town Council member and landowner Clint Lungren.

Dave called the WCCD board meeting to order at 7:04 p.m.

Charley made a motion to approve the WCCD November 20, 2017 meeting agenda. Dan seconded the motion. Motion carried.

The WCCD Board reviewed the October 16, 2017 board meeting minutes. Charley made a motion to approve the October 16, 2017 WCCD Board meeting minutes. Susan seconded the motion. Motion carried.

The WCCD Board reviewed the November 8, 2017 special meeting minutes. Dan made a motion to approve the November 8, 2017 WCCD Board special meeting minutes. Susan seconded the motion. Motion carried.

Tori reported the following financial account balances: WCCD main checking account; -\$9,097.10, Main Money Market account; \$119,730.85, Emergency Reserve Money Market account; \$76,043.71, Depreciation Reserve Savings account; \$1,000.69, and CD balance; \$16,633.83. The October 2017 bank statements for the main checking and money market accounts were reconciled by Tori Dietz and all reconciliation reports were provided. Tori reported that the mill levy funding received to date was \$41,652.88.

Tori provided the WCCD Board with the monthly expenditure spreadsheet report from October 17, 2017 through November 20, 2017. Dan moved to accept the monthly expenditure and financial report. Charley seconded the motion. Motion carried.

The following vouchers were reviewed and approved:

VOUCHER	CK NUMBER	PAYABLE TO	AMOUNT
8362	7851	Bower Technologies	100.00
8363	7852	U.S. Post Office	225.00
8364	7853	Verizon Wireless	10.00

8365	7854	Ron's Sanitation	70.00
8366	7855	University of Wyoming	150.00
8367	7856	Robby Stuckey	215.00
8368	Electronic	Dusty Vail	336.16
8369	Electronic	Karen Fenton	1649.00
8370	Electronic	Victoria Dietz	2942.18
8371	Electronic	Security State Bank	1258.12
8372	7857	Wyoming Retirement	983.40
8373	7858	WACD	69.00
8374	7859	BlueCross BlueShield	1355.86
8375	7860	R.T. Communications	92.90
8376	7861	Yule Photography	30.00
8377	7862	Karen Fenton	322.50
8378	7863	Washakie County	5,000.00
8379	7864	City of Worland	5,000.00
8380	7865	Ten Sleep FFA	250.00
8381	7866	Serlkay Printing	809.00
8382	7867	Daily News	794.98
8383	7868	Daily News	104.00
8384	7869	Meeteetse CD	2500.00
8385	7870	Cardmember Services	1861.24
8386	7871	AgData Source	1566.31
8387	7872	CNA Surety	429.75
8388	7873	Chuck Holmes	65.00
8389	7874	Brass Plum	422.05

DC REPORT:

Laura Galloway provided the following DC Report, which was emailed to the WCCD Board previous to the WCCD Board meeting, in which she gave a summary of:

Assistance given to the District: Drain Crossing for South Flat LLC; Irrigation Project Casey Rice; NACD Grant information

CTA Assistance: Phone calls with assistance on Soils, Irrigation Water Management, and Grazing Plans; In field GPS points and Maps for Crowfoot Ranch ECP project.

Current Program Contracts: We continue our normal designs, modifications, completing as-built's and making payments on previous and current year contracts.

2017 EQIP/NWQI Programs: These have all been obligated; Most are waiting on engineering designs so that they may start installation.

2018 EQIP Subaccounts

- We met and discussed the subaccounts at the DC meeting October 17-19 in Casper.
- Division I decided to have 4 subaccounts that target different land uses. We met on October 23rd and went through all the Resource Concerns and decided what fit under each sub-account.
- Our sub-accounts will be:

- Farm Operation which will target Cash Crop Farmers whose main income comes from farming. Potential projects would include Water Quality-Irrigation, Soil Health, Streambank Stabilization, Invasive Species, and secondary containment.
- Ranch Operation which will target producers whose main income is from livestock that they own. Potential project would include Rangeland improvements, Water Quality-Irrigation, Soil Health, Streambank Stabilization, Invasive Species, Forestry, AFO/CAFO projects, and secondary containment.
- Multi-Operation which will target those producers who have multiple types of operations. (For instance, a farm, a piece of rangeland that's rented, and a feedlot, but they do not own any livestock). Potential project would include Rangeland improvements, Water Quality-Irrigation, Soil Health, Streambank Stabilization, Invasive Species, Forestry, AFO/CAFO projects, and secondary containment.
- Farmstead Account which will target specific issues such as Streambank stabilization, Invasive species. AFO/CAFO projects, and secondary containment
- I am currently working on putting the ranking questions into our Protracts program so that we can have them approved by December 10th and be able to Rank applications after that.
- The Batching date for 2018 applications is November 17th. We will then send out eligibility letters on November 20th to give everyone until December 20th to get all their eligibility information turned in.

2018 NWQI: We are having a different batching date for the NWQI applications this year in order to have time to advertise and see if we can get more interest. The NWQI batching date will be December 15th.

SERVICE CENTER SIGN: We received the Service Center sign and Wayne Voss installed it. They only made and sent one sign so he will work on getting the one on the back polished up so it looks better.

HELC / WCC

- Highly Erodible Land Conservation / Wetland and Conservation Certification Update:
- The producer we found we sent an adverse decision to filed an appeal.
- The appeal was to NRCS, so we met with him on site to look at the issue and get his input as to how it happened. He claimed it was done prior to his owning the property. Ortho photography showed otherwise. The property was purchased in 2011 and the fill to the wetlands was completed between 2012-2013. The other thought he had was that it was sedimentation from runoff. We did not see that there was enough runoff to create this fill and there were no layers indicating this had occurred over time.
- A final decision was made and submitted to the landowner and FSA. It had not changed from the original decision.
- The producer was sent a letter stating this and has appealed it again. He has asked for good faith relief. This time the appeal goes to the FSA county committee for their decision on what to do. Should they grant the good faith relief, he will have one year to restore the wetland back to its natural state following a plan put together by NRCS.

- As per our regulations, the Conservation District is to be notified of any adverse determination on a producer in their district. A copy of the determination has been filed with your District Manager and is PII information.

Tori stated that she would post the NWQI December 15th deadline and program on the WCCD Facebook page.

EMPLOYEE REPORTS:

Tori gave a summary report on the following: Big Horn River Level I - Wyoming Water Development Meeting Report; Watershed Improvement District Elections Results/Certification; Wyoming Congressional Delegation Letter Asking Support for Paxton Berm EWP; Rain Garden Update

Karen presented the newly developed WCCD web story and asked the WCCD Board for input.

Recycling Umbrella Group Coordination by WCCD – Tori explained her thoughts on the WCCD being an appropriate entity to coordinate and support local recycling efforts, and stated that Karen had coordinated a meeting with groups and individuals for that purpose.

BOARD MEMBER REPORTS:

Ten Sleep Renew U Recycling Meeting – Dan reported on the discussion held during the newly formed Ten Sleep Renew U Recycling meeting held in Ten Sleep.

BLM RMP Meeting/Webinar – Charley reported that he participated in the webinar.

OLD BUSINESS

Ten Sleep Renew U Recycling Request – Amy Truman asked the WCCD Board for their approval to include the hauling of the recyclables to Buffalo, utilizing the WCCD's recycling trailer. Discussion was held. Dan made a motion to amend the following motion made during the October 16, 2017 WCCD Board meeting, "WCCD will pay Ten Sleep FFA the government mileage rate plus a discretionary hauling fee of .15/mile to haul recyclables from Ten Sleep to Powell, for one year", to read, "WCCD will pay Ten Sleep FFA the government mileage rate plus a discretionary hauling fee of .15/mile to haul recyclables from Ten Sleep to Powell or Buffalo, for one year. Susan seconded the motion. Motion carried.

Education Specialist Position Discussion – Tori asked the WCCD Board for thoughts on avenues for advertising the WCCD's Education Specialist position opening, stating that there had been no interest thus far. Suggestions from the WCCD Board included possible postings with the Wyoming School Board Association, Wyoming Department of Education, and junior colleges. Another suggestion was developing creating wording for the employment opportunity.

Draft Procurement Rule – Tori presented the WCCD Board with the draft Procurement Rule template, provided by Bobbie Frank, Wyoming Association of Conservation Districts (WACD). After some discussion, Dan made a motion to support the draft Procurement Rule template as presented. Charley seconded the motion. Motion carried. Tori stated that more discussion regarding the template would be discussed during the upcoming WACD Convention.

National Association of Conservation Districts (NACD) Convention – Tori reminded the WCCD Board of the Early Bird Registration deadline of December 15th, to attend the NACD Convention in Nashville.

NEW BUSINESS

Rural Cost Share Application Presentation -Clint Lungren, representing South Flat Land & Livestock, gave an overview of his proposed project to install a buried pipeline and asked for WCCD Board approval for funding. After some discussion, Charley made a motion to approve the application from South Flat Land & Livestock to install a buried pipeline, under the Rural Cost Share project funds, for \$3,400.00. Dan seconded the motion. Motion carried.

The WCCD Board meeting was recessed at 8:40 p.m.

WCCD FY 18 Budget Amendment Hearing –The WCCD Budget amendment hearing was called to order at 8:41 p.m. Discussion was held. Susan made a motion to accept the FY 2018 budget amendment as proposed. Charley seconded the motion. Motion carried. The WCCD Budget amendment hearing was adjourned at 8:45 p.m.

Dave called the regular WCCD Board meeting back to order at 8:46 p.m..

NACD Technical Assistant Grant Discussion – Tori presented a draft letter to the WCCD Board regarding the application to NACD for technical assistance for engineering design work, asking for approval of the letter. Tori also presented the grant application and the spreadsheet showing NRCS engineering needs, to be included in the grant submittal package. Discussion was held. Susan made a motion to approve the NACD Technical Assistant Grant cover letter. Charley seconded the motion. Motion carried. Dave signed the letter.

Recording of Minutes Discussion/Input – Tori asked the WCCD Board if she could begin to record the monthly board meetings to capture discussion held during the meetings, which would enable her to shorten the written minutes to include only required information on agenda items and decisions made. The WCCD Board agreed to a recorded version of the minutes to be archived on the WCCD website, and the written minutes to include requirements of the Roberts Rules of Order.

Watershed Improvement District Joint Conservation District Meeting Suggestion – Tori provided a copy of an email from Justin Caudill, Wyoming Department of Agriculture, regarding his recommendation that joint conservation district boards who have joint Watershed Improvement Districts, meet periodically to discuss joint efforts in conducting WID elections and other matters. Discussion was held, but no decisions were made to move forward with coordinating such an effort.

Special District Budget Requirements Email from WACD – Tori provided information from Bobbie Frank, WACD, on upcoming legislation regarding conservation district audit requirements. Tori reported that she had provided the information to Senator Agar asking for his support.

WACD What's Up- Tori provided the WCCD Board with the November 3rd What's Up email from Bobbie Frank.

Legislative Lunch Plans – Tori reported that she has contacted the Washakie County Commissioners, Representative Greear and Senator Agar and has secured the date of December 19th for the annual legislative lunch, which will be held at the Brass Plum at noon.

CORRESPONDENCE

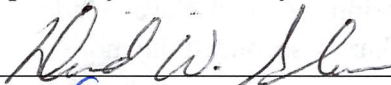
NACD News 10182017; NACD Clip 10232017; NACD News 10232017; Livestock Roundup Newsletter; BLM Sage Grouse Public Meeting Notice; NACD News 10242017; NACD Clips 10272017; Wyoming Livestock Roundup News; Effects of Grazing and Sage Grouse Webinar; Soil Health Workshop Flyer; NACD News 10312-17; Remote Livestock Water Tank Sensor; Federal Register BLM Sage Grouse; NACD Clip 11032017; Wyoming Livestock Roundup Newsletter 11062017; NACD News 11072017; NACD Cons Clips 11102017; Wyoming Livestock Roundup Newsletter; NACD News 11142017; EPA Waters of the State Press Release; NACD Clips 11172017;

CORRESPONDENCE OF HIGHER IMPORTANCE: Wyoming Public Lands Initiative October Report-Karen Fenton;


The WCCD Board meeting was adjourned at 10:02 p.m.

Date: December 15, 2017

Respectfully submitted by: Victoria Dietz, Director

 12/18/17

CHAIRMAN DATE

 12-18-17

SECRETARY/TREASURER DATE