

**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 18, 2019 at 7:00 p.m. in Ten Sleep at the Ten Sleep Senior Center. WCCD Board members in attendance included; Dan Rice, Dave Slover, Charley Orchard, and Susan Pennington. Also, in attendance was WCCD Director Victoria Dietz, and guests; Michelle Arnett, Dave Egger, Gabe Adams, Eliza Whitlock, and Kendrick Lungren.

Dave called the WCCD board meeting to order at 7:00 p.m.

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

The WCCD Board reviewed the draft October 21, 2019 board meeting minutes. Dan made a motion to approve the October 21, 2019 WCCD Board minutes. Susan 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 October 21, 2019 Executive Session. Dave Slover signed the October 21, 2019 Executive Session WCCD Board minutes.

**FINANCIAL REPORT:**

Tori reported the following financial account balances: WCCD main checking account; \$4.18, Main Money Market account; \$77,244.61, Emergency Reserve Money Market account; \$64,886.94, Depreciation Reserve Savings account; \$3,022.99, and CD balance; \$16,923.19. The October 2019 bank statements for all accounts were reconciled by Tori Dietz and all reconciliation reports were provided.

Tori reported that the mill levy funding received to date is \$35,737.64.

The WCCD Board reviewed and signed the vouchers. Tori provided the WCCD Board with the monthly expenditure spreadsheet report from October 22, 2019 through November 18, 2019. Dan moved to accept the monthly expenditure and financial report. Susan seconded the motion. Motion carried.

The following vouchers were reviewed and approved:

Date	Payment To	Invoice Number	Check Number	Amount
10/25/2019	U.S. Post Office	8938	8278	\$235.00
10/28/2019	WACD	8939	8279	\$74.60
10/31/2019	Dusty Vail	8940	Electronic	\$192.08
10/31/2019	Halli Caines	8941	Electronic	\$1,958.13
10/31/2019	Victoria Dietz	8942	Electronic	\$2,361.95
10/31/2019	Ron's Sanitation	8943	8280	\$70.00
10/31/2019	R.T. Communications	8944	8281	\$112.72
10/31/2019	IRS	8945	Electronic	\$1,510.80
10/31/2019	Wyoming Retirement System	8946	8282	\$1,167.67
10/31/2019	Nowood Construction	8947	8283	\$170,113.30

10/31/2019	Nelson Engineering	8948	8284	\$8,925.63
11/1/2019	Empower Retirement Services	8949	Electronic	\$1,000.00
11/4/2019	Maggie's Café	8950	8285	\$90.00
11/6/2019	BlueCross BlueShield of Wyoming	8951	Electronic	\$1,470.92
11/6/2019	Nowood Construction	8952	8286	\$20,948.33
11/8/2019	Northern Wyoming News	8953	8287	\$189.00
11/12/2019	Cardmember Services	8954	8288	\$1,392.81
11/18/2019	Ten Sleep Senior Center	8955	8289	\$120.00

## 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 was not in attendance.

## EMPLOYEE REPORTS:

Tori provided the WCCD Board with her October 2019 Timesheet and gave the WCCD Board an update on the following; Paxton Berm EWP; Leaf Pickup Day Event; Middle Big Horn Level I Study Meeting with WWDC & Y2 Consulting; Good Neighbor Authority Meeting

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

## BOARD MEMBER REPORTS:

Nowood Watershed Improvement District (WID) Board Meeting- Dan reported that he attended the November 4, 2019 regular monthly Nowood WID Board meeting. Dan gave the WCCD Board an overview of discussions held during the meeting, including information regarding an increase to the projected cost for the Alkali Reservoir project.

WACD Convention – Dan reported that he attended the WACD Convention in Buffalo from November 12<sup>th</sup> through 15<sup>th</sup>. Dan gave the WCCD Board an overview of some of the discussions held and information collected during the various meetings he attended. Dans report included, among other topics, an explanation regarding the two different efforts regarding migration corridors; Governor Mark Gordon's Migration Corridor Advisory Group; the Wyoming Select Federal Natural Resource Management Committee. Dan reported that Representative Greear was an alternate on the Select Federal Natural Resource Management Committee.

Dan suggested that a letter be sent to the Washakie County Commissioners stating that the WCCD Board is following the migration corridor discussions and has an interest in being involved. Dan also suggested that the draft legislation be emailed to them.

Dan suggested that the Drone footage that was completed for the Paxton Berm EWP, be provided to WACD to include with their highlight of conservation district projects during next year's 75<sup>th</sup> Anniversary celebration.

## OLD BUSINESS

Big Horn Mountain Boundary Sign Update – Dan reported that he found the WCCD/Clear Creek Conservation District boundary sign, where it had fallen along the Washakie & Johnson County boundary along Highway 16. Dan stated that he hauled it home and would be bringing it to Worland to store in the WCCD shed, when he has a chance. Tori reported that Clear Creek Conservation District had their side of the sign updated a few years ago, by a company in Buffalo, and she stated that she'll make arrangements to take the sign to Buffalo to have the WCCD side redone in the Spring. Tori also reported that Clear Creek Conservation District offered to help the WCCD Board install the sign once the sign is updated, if needed.

Dave mentioned that there is no boundary sign on the Gooseberry Highway. Tori stated that she would include it in the draft budget for the WCCD Board's consideration next year.

## **NEW BUSINESS**

Rural Cost Share Program Application Presentation – Dave Slover turned the Chairman duty over to Dan Rice to Chair the Rural Cost Share portion of the WCCD Board agenda.

Tori provided the WCCD Board with the application, project map, and photos of a potential project for Gooseberry Creek Ranch. Dave Slover, representing Gooseberry Creek Ranch, gave a presentation to the WCCD Board regarding his potential project in the Nowater watershed, which included pivot sprinklers, pipelines, and ponds.

The WCCD Board reviewed and ranked the following projects under the Rural Cost Share Program, with the following results:

-Dan Miller/Jim Willard - Buried Line/Gated Pipe Project Applications- Since Dan Miller and Jim Willard's projects are adjacent properties and will be constructed at the same time, the WCCD Board ranked their projects for the buried pipeline and gated pipe as one, with a total of 25 points. Charley made a motion to approved cost share of up to 50% for Dan Miller's Buried Line & Gated Pipe project. Susan seconded the motion. Motion carried. Charley made a motion to approved cost share of up to 50% for Jim Willard's Buried Line & Gated Pipe project. Susan seconded the motion. Motion carried.

-Hefenieder Family Trust - Bob Hefenieder - Electrical & Pivot Wheel Crossings – The WCCD Board ranked the Electrical & Pivot Wheel Crossings project at 27 points. Dave made a motion to approve cost share of up to 50%, up to \$10,000.00 for the Hefenieder Family Trust's Electrical & Pivot Wheel Crossings project. Charley seconded the motion. Motion carried.

-Gooseberry Creek Ranch - Dave Slover – Nowater Creek Pivots, Ponds, and Pipelines – Dan Rice, Susan Pennington, and Charley Orchard ranked the Nowater Creek Pivots, Ponds, and Pipeline project at 28.75 points. Charley made a motion to approve cost share of up to 50%, up to \$10,000.00 for the Gooseberry Creek Ranch Nowater Creek Pivots, Ponds, and Pipelines project. Susan seconded the motion. Dave abstained from voting. Motion carried.

The WCCD Board discussed determining a ranking score threshold for the Rural Cost Share program and agreed that a score of less than 20 would either not be considered for funding, or would be considered a low priority.

Ten Sleep Recycling Trailer Use and Mileage Payment Renewal Discussion - Michelle Arnett, Ten Sleep FFA reported to the WCCD Board that she would need to discontinue the Ten Sleep FFA's responsibility of hauling the recycling trailer to Buffalo. Michelle stated that, due to school being in session during the week, Saturday's are the only day left for the hauling the trailer and her students are all involved with sports. After some discussion, Michelle agreed to haul the trailer to Buffalo, one last time, after the December 7<sup>th</sup> collection event in Ten Sleep.

The WCCD Board discussed the issue of no longer having the option of the Ten Sleep FFA to haul the trailer to Buffalo when it is full. Discussions included; the possibility of entering into an agreement with the Town of Ten Sleep to have them coordinate the hauling if WCCD provides the trailer and pays mileage; letting the residents know that the recycling effort would temporarily end after December 7<sup>th</sup> until further notice; possible consideration of hiring either an individual or another organization to take on the responsibility of hauling. Dan stated that he would contact the Ten Sleep Mayor to discuss the possibility of entering into an MOU with the WCCD Board regarding a Ten Sleep recycling effort.

Dave Egger - Teton Science School Funding Consideration – Dave Egger, Ten Sleep Teacher, handed out an outline of their plans to attend Teton Science School on April 27<sup>th</sup> to 30<sup>th</sup> next year, which included the cost and fundraising information. Three of Dave Egger’s students; Gabe Adams, Eliza Whitlock, and Kendrick Lungren, presented and explained their plans to attend the camp, their fundraising efforts, and asked the WCCD Board for their support for funding assistance. Susan made a motion to approve \$1,000.00 to help support sending the Ten Sleep 6<sup>th</sup> grade students to Teton Science School. Charley seconded the motion. Motion carried.

WACD What's Up 10282019 – Tori provided the WCCD Board with the October 28, 2019 WACD What’s Up email previous to the WCCD Board meeting.

Brush Management Paxton Berm EWP – Tori presented the WCCD/Wyoming Sugar Cooperative Agreement to the WCCD Board, which had been signed by Wyoming Sugar’s CEO; Mike Greear. Dave signed the agreement.

Tori presented the WCCD/Great Divide Contract to the WCCD Board, which had been signed by Great Divide’s owner, Russ Linneman. Dave signed the contract.

Public Records Policy - Discuss Charges for Copies Only – Tori reported that she noticed that the WCCD’s Public Records Policy states that WCCD charges for time to make copies for requesters, but does not specify a charge for compiling the information. The WCCD Board reviewed the policy and discussed. Tori read back the portion of Section 4 that was amended to include: ending the 4<sup>th</sup> sentence after the word “documents”, deleting the rest of the sentence, and adding a sentence to read, “WCCD reserves the right to charge employee current hourly rate of pay to fulfill public records requests.

Dan made a motion to approve the amendments to section 4 the WCCD’s Public Records Policy. Charley seconded the motion. Motion carried.

Dan requested that Tori provide the updated policy on the December WCCD Board agenda, for WCCD Board to review before final adoption.

Legislative Lunch Plans - December 17th - Discussion on Topics - Tori provided the WCCD Board with the draft Bill titled, “Designation of Migration Corridors” sponsored by: Wyoming Select Federal Natural Resource Management Committee and an email regarding the website for Governor Mark Gordon's Migration Corridor Advisory Group. After some discussion, the WCCD Board agreed to including Migration Corridor Designation and Public Records to the upcoming agenda when they meet with the Washakie County Commissioners and local legislatures on December 17th.

Dan's Ideas -

Land Development Potential– Dan made a motion to convene into Executive Session to discuss potential land development ideas. Charley seconded the motion. Motion carried. Dan called an Executive Session to order at 10:04 p.m. Discussion was held, with no decisions made. Dan made a motion to adjourn the Executive Session. Charley seconded the motion. Motion carried. The Executive Session was adjourned at 10:11 p.m.

Cost Share for Maintenance Projects – Dan suggested that the WCCD Board consider a cost share program for maintenance type projects. Discussion was held and the WCCD Board agreed to consider including in the next budget year.

NACD Annual Meeting - Tori provided information on the upcoming NACD Annual meeting as an FYI.

WACD Convention 2021 Host Consideration – Dan reported that it was looking like the 2021 WACD Convention was being considered to take place in Cody.

