

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, April 16, 2018 at 7:00 p.m. in Worland at the WCCD Office. WCCD Board members in attendance included; Vance Lungren, Dave Slover, Dan Rice, Charley Orchard, and Susan Pennington. Also, in attendance was WCCD Director Victoria Dietz, WCCD Outdoor Education Specialist Melanie Dedic, and NRCS District Conservationist Laura Galloway.

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

Charley made a motion to approve the WCCD April 16, 2018 meeting agenda. Vance seconded the motion. Motion carried.

The WCCD Board reviewed the March 19, 2018 board meeting minutes. Dan made a motion to approve the March 19, 2018 minutes as read. Vance seconded the motion. Motion carried.

The March 2018 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 was \$126,973.74.

Tori provided the WCCD Board with the monthly expenditure spreadsheet report from March 20, 2018 through April 16, 2018. Charley 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
3/23/2018	Victoria Dietz	8466	7935	\$132.94
3/28/2018	VOIDED	8467	7936	\$-
3/28/2018	Charley Orchard	8468	7937	\$102.72
3/28/2018	Vance Lungren	8469	7938	\$5.35
3/28/2018	Dave Slover	8470	7939	\$136.96
3/28/2018	Susan Pennington	8471	7940	\$192.07
3/28/2018	Verizon Wireless	8472	7941	\$10.00
3/28/2018	Marquis Awards	8473	7942	\$28.80
3/28/2018	The Lovell Chronicle	8474	7943	\$64.00
3/28/2018	Powell Tribune	8475	7944	\$114.75
3/28/2018	Karen Fenton	8476	7945	\$7.23
3/29/2018	Karen Fenton	8477	Electronic	\$1,688.09
3/29/2018	Melanie Dedic	8478	Electronic	\$384.18
3/29/2018	Victoria Dietz	8479	Electronic	\$2,010.17
3/29/2018	R.T. Communications	8480	7946	\$92.83
3/29/2018	Security State Bank	8481	Electronic	\$1,205.24

3/29/2018	Wyoming Retirement	8482	7947	\$991.14
3/29/2018	BlueCross BlueShield	8483	7948	\$1,355.86
3/29/2018	Wyoming Educators Life Trust	8484	7949	\$27.76
3/29/2018	Department of Workforce Services	8485	Electronic	\$393.85
4/2/2018	Wyoming Retirement System	8486	Electronic	\$1,000.00
4/2/2018	Karen Fenton	8487	7950	\$60.00
4/2/2018	Washakie Co. Solid Waste District	8488	7951	\$180.00
4/4/2018	Kennedy Ace Hardware	8489	7952	\$41.95
4/5/2018	Daily News	8490	7953	\$81.00
4/11/2018	Fluckinger Consulting	8491	7954	\$5,500.00
4/11/2018	Cardmember Service	8492	7955	\$1,985.34
4/11/2018	Dan Rice	8493	7956	\$201.16
4/13/2018	Chief Washakie FFA	8494	7957	\$100.00
4/16/2018	Basin Republican Rustler	8495	7958	\$108.00

DC REPORT:

Laura Galloway provided the following DC Report, which Tori emailed to the WCCD Board previous to the WCCD Board meeting, as follows:

Assistance given to the District: Otter Creek solar system design; Lane 12 Pipeline Project; Road 13 Pipeline project

CTA Assistance: Phone calls with assistance on Soils, Irrigation Water Management, and Grazing Plans, fencing, pollinator planting and cover crop seeding; In field survey for irrigation Ditch; Flood water damage calls

2018 EQIP Subaccounts

- We are completing the planning and preparing the contracts for the applications we are going to fund. All application/contracts are due in the So by April 20.
- We have been reviewing applications for the other counties in our Division
- Have done a few as-builts, modifications, and project checks for active contracts.

Meetings

- Local Work Group Meeting April 2
- Division Ranking Question meeting April 24th, Casper
- Area Meetings April 25-26, Casper

Snow / Precipitation Information – The Snow/Precipitation report was included in the DC report, but not included in these minutes.

Local Workgroup Meeting: Laura provided the resource concern priority list outcome from the April 2, 2018 Local Work Group meeting for NRCS Division III and discussed with the WCCD Board the

priority watersheds that were chosen by each conservation district and her thoughts on how the ranking points will be discussed with the other NRCS District Conservationist in the division.

EMPLOYEE REPORTS:

Tori provided the WCCD Board with her timesheets from July 2017 to March 31, 2018. Tori provided the WCCD Board with her notes from the Wyoming Conservation District Employees Association's recent Winter Training, and briefly gave an overview of the training.

Tori provided a copy of Karen Fenton's monthly report via email prior to the WCCD Board meeting.

Melanie Dedic, the new WCCD Outdoor Education Specialist, attended the WCCD Board meeting to introduce herself and gave an overview of what she had been working on. Tori provided a copy of Melanie's monthly report via the web agenda.

BOARD MEMBER REPORTS:

Local Work Group Meeting Report-Dave gave the WCCD Board an overview of the NRCS Division III Local Work Group meeting that had been hosted by WCCD on April 2nd.

Laura provided the WCCD Board with a handout showing the outcome of the resource concerns; which compared the average from the six conservation districts within the division, and what the Local Work Group camp up with. It was observed that the top five selected resource concerns were the same for all participants, but not necessarily in the same order of priority.

Cottonwood Grass Creek Watershed Improvement District (WID) Meeting – Dan gave the WCCD Board an overview of the Cottonwood Grass Creek WID meeting he had attended via teleconference on March 30th.

Tori stated that the WID board drew lots during the meeting to determine what positions would be running for a two-year term and a four-year term.

OLD BUSINESS:

Rural Cost Share Extension Request – Tori reported that Gary Throntveit, on behalf of M & C Trust has asked for an extension for this project to install the electrical component of his NRCS Pivot project. Tori reported that Gary thought the project would be completed by the end of April but wanted an extension until June 1st in case of extenuating circumstances. Dan made a motion to extend the deadline for M & C Trusts electrical for pivot project until June 1, 2018. Charley seconded the motion. Motion carried.

Middle Big Horn River Level I Study Update – Tori reported that she and Karen had met in person, with two of the three consulting firms who had submitted their proposal for the Middle Big Horn River Level I Study, and met via teleconference with the third. Tori stated that she and Karen had both read through the proposals and had ranked them, then contacted South Big Horn CD to discuss the ranking. Tori reported that South Big Horn CD had agreed with her and Karen's ranking position and had chosen Confluence Consulting as the 1st priority. Tori reported that Ashley Henderson from South Big Horn CD had submitted the ranking choices to Dave Meyer, Wyoming Water Development Commission (WWDC) by the April 12th deadline. Tori reported that the WWDC will meet to interview the three proposers on May 17th in Cheyenne, where South Big Horn CD representatives have agreed to attend.

NACD Technical Assistance Grant Update – Tori gave the WCCD Board an update on the NACD Technical Assistant Grant and the progress made by Fluckinger Consulting; the firm awarded the contract for the design work. Tori stated that she has submitted the 1st quarter report to NACD for the grant.

Bighorn Forest Steering Committee Meeting Agenda- Tori provided the WCCD Board with the agenda for the upcoming Bighorn Forest Steering Committee meeting to be held in Buffalo on May 30th.

Legal Fund Contribution to WACD – Tori provided the WCCD Board with a letter from WACD regarding information on the request for legal fund contributions. After some discussion, Dan made a motion to contribute \$750.00 to WACD's Legal Fund for costs associated with the Watershed Improvement District statute interpretation/opinion legal work. Charley seconded the motion. Motion carried.

DEQ Winter Feeding by Stream Complaint Update – Tori reported that she had reported back to DEQ regarding their request to investigate a complaint they had received in March. Tori relayed information to DEQ, from Laura Galloway, who had visited the area during her evaluation of extensive flooding that have been occurring in the same vicinity. Laura reported to Tori that it appeared that the livestock were being fed on hay ground, but it was apparent that the feed was being spread around the whole pasture and not confined to the stream area. Tori stated that DEQ was satisfied with the field observation of Laura but stated that if there was another complaint from the same person, that DEQ would be obligated to do a site visit.

NEW BUSINESS:

Draft Budget Review – Tori provided the WCCD Board with the draft WCCD Working Budget spreadsheet and reviewed some of the changes for the upcoming year. Specific discussion was held regarding the reserve accounts and future contributions.

Reserve Policy Review – The WCCD Board their annual review of the existing WCCD Reserve Fund Policy. Discussion was held, and it was agreed that no changes to the Reserve Fund Policy were needed.

WACD What's Up – Tori provided the WCCD Board with the WACD What's Up Email-April 4 and the email attachments; Dues Schedule; Delta Dental Insurance Memo; Health Insurance Rate & Plan Options; Health Insurance Renewal Packet. Tori gave a summary of the What's Up Email regarding the Public Records Act Requests.

BLM 15-Mile Wild Horse Population Management Action Scoping – Tori provided the WCCD Board with an April 3rd Scoping Statement from the BLM, regarding the Fifteenmile Wild Hose Herd Management Area Management Action. Tori asked the WCCD Board for their thoughts on the scoping letter and asked if they would consider comments developed by Karen Fenton, on their behalf. After some discussion, Dan made a motion to have Karen develop and submit comments to support the BLM regarding the Fifteenmile Wild Horse Herd Management Area Population Management Action, and for those comments to refer to the appropriate goals and policies within the WCCD Natural Resource Land Use Plan. Charley seconded the motion. Motion carried.

Household Waste Collection Day Event – Tori reported that the Household Hazardous Waste Collection Day event would be held on May 5th at the Washakie County Landfill and that volunteers were needed. Susan stated that she would be able to attend.

Wyoming Natural Resource Foundation (WNRF); Golf Fundraiser Contribution – Tori provided the WCCD Board with a letter from the WNRF which requested consideration for sponsoring their fundraiser Golf Tournament and outlined the contribution categories. After some discussion, Dan made a motion to support the WNRF Golf Tournament at \$100.00. Susan seconded the motion. Motion carried.

Executive Session – Dan made a motion to convene into Executive Session at 9:44 p.m., for reviewing and conducting employee performance reviews. Vance seconded the motion. Motion carried.

The WCCD Board reconvened into the regular board meeting at 10:53 p.m.

Charley made a motion to approve the performance reviews for Karen Fenton and Victoria Dietz. Vance seconded the motion. Motion carried. The WCCD Board members signed both performance reviews.

GENERAL CORRESPONDENCE

NACD News 032018; BLM Sage Grouse Meeting; NACD Clips 032318; BLM Outcome Based Grazing; NACD Applauds Omnibus Bill; Remote Livestock Water Tank; NACD News 032718; State Technical Team Meeting; NACD Policy Book; NACD Clips 033018; Chamber Lunch; State Forest Request For Proposals; Bighorn Forest SOPA; NACD News 04032018; NACD Clips 04062018; NACD News 04102018; Greater Sage Grouse RMP Amendment; Greater Sage Grouse Typo Email; Sage Grouse Team Meeting Agenda; Special District Association Bylaws;

CORRESPONDENCE OF IMPORTANCE

Special District Association Meeting Agenda 04172018; Special District Association Meeting Notes 03082018; Special District Association By Law Committee & Board of Directors; Karen WPLI Email Report;

The WCCD Board meeting was adjourned at 11:05 p.m.

Date: April 17, 2018

Respectfully submitted by: Victoria Dietz, Director

Vance Lungren for Dave Glover 5-21-18
CHAIRMAN DATE

Chris Orland for Vance Lungren 5-21-18
SECRETARY/TREASURER DATE