

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 20, 2017 at 7:00 p.m. in Worland at the WCCD office. WCCD Board members in attendance included; Dave Slover, Dan Rice, Vance Lungren, Charley Orchard, and Susan Pennington. Also in attendance was WCCD Director Victoria Dietz, and guest, Steve Snyder.

Dave called the WCCD board meeting to order at 7:03 p.m.

Dave asked for a motion to adopt the WCCD February 20, 2017 meeting agenda. Dan made a motion to adopt the February 20, 2017 WCCD board meeting agenda. Charley seconded the motion. Motion carried.

The WCCD board reviewed the January 16, 2017 board meeting minutes. Charley moved to approve the January 16, 2017 WCCD board meeting minutes. Vance seconded the motion. Motion carried.

Tori reported the following financial account balances: WCCD main checking account; \$30,186.23 and Money Market account; \$218,071.36. The CD balance is \$16,539.19. The January 2017 bank statements for the main checking and money market accounts were reconciled by Vance Lungren and the reconciliation reports were provided. Tori reported that the mill levy funding received to date was \$128,924.91, which was \$147,509.83 at the same time last year.

Tori provided the WCCD Board with the monthly expenditure spreadsheet report from January 17, 2017 through February 20, 2017. Vance moved to accept the financial report, including the monthly expenditure report and the reconciliation reports for both accounts. Charley seconded the motion. Motion carried.

The following vouchers were reviewed and approved:

VOUCHER	CK NUMBER	PAYABLE TO	AMOUNT
8150	7684	Chuck Holmes	65.00
8151	7685	U.S. Post Office	500.00
8152	7686	Verizon	10.08
8153	Electronic	Karen Fenton	1435.09
8154	Electronic	Vanessa Woffinden	336.15
8155	Electronic	Victoria Dietz	2684.71

8156	7687	R.T. Communications	95.02
8157	7688	BCBS	1355.86
8158	7689	Wyo. Retirement	888.99
8159	Electronic	Security State Bank	1141.22
8160	7690	WESTI Ag Days	456.20
8161	7691	Daily News	165.00
8162	7692	Cardmember Services	2190.49
8163	7693	Karen Fenton	22.00
8164	7694	Marquis Awards	28.30

DC REPORT

Laura Galloway provided the below written DC Report via email prior to the WCCD Board meeting, but was not in attendance:

Westi Ag Days

- We had a booth with program information and goodies to give away.
- I gave a presentation on our programs on Tuesday.

Client Gateway Program

- This is a new, secure, web based program that is supposed to make it easier for our clients to receive conservation assistance from us.
- By signing up for this, a client will be able to:
 - Request conservation assistance
 - Submit applications
 - Review and / electronically sign documents
 - Request and / track payments on their projects
- This will greatly benefit those clients who live a long ways from Worland and don't come to town very often. It will help everyone to meet deadlines.
- I still think the face to face approach to solving resource concerns is always best, but there are instances when this would be beneficial for meeting those deadlines.

Current Program Contracts

- We are finishing up designs, making modifications, completing as-built's and making payments on previous year contracts.

2017 EQIP Programs

- We attended a peer to peer review meeting for Division I contracts on January 25 and 26 in Greybull. We went over the top 10 applications in each sub-account.
- The division had a total of 110 applications in our sub-accounts. Of which 49 applications ranked high or medium and were eligible by the deadline. For the eligible applications, the total request was for \$3,333,714 in grants.
- We have not heard the exact amount of money the division will get by are told it will be close to the same as last year which was \$600,000. So with this in mind, we decided to fund:
 - the top 2 of 8 Flood applications - 5.8% (\$35,281)

- the top 2 of 8 infrastructure applications – 12% (\$72,325)
- the top 2 of 4 range applications – 10.2% (\$62,110)
- the top 6 of 29 sprinkler systems - 72% (\$432,829)
- If we get additional funding we will move to the next sprinkler system.
- Washakie County also submitted application to the following State Accounts:
 - Beginning Farmer Rancher – 3 application of which 2 should be funded
 - Socially Disadvantaged – 2 application of which 1 should get funded
 - Russian Olive Removal _ 1 applications of which 1 should get funded
- We are in the process of writing the contracts for all of these. They will need to go through a peer review before we send them off to the Area and State office for approval.

NWQI

- We have 6 applications for NWQI. The estimated cost of those is \$521,590 total.
- With the \$450,000 we should get in funds, we will be able to fund the top 4 and possibly the 5th depending on getting a little extra money.
- We are also writing these contracts and they will need peer review and Area/State office approval before obligation.

EWP

- We have been monitoring for damage from flooding and the ice jam.
- I will be attending the February 21st Commissioners meeting to see if they would be willing to be a sponsor or co-sponsor for the program due to the imminent domain authority that is required.
- I believe we will still need the Conservation District to help with this if you are willing to, but will update you after I attend the meeting.

Also, included in the DC Report was the Snow Report, which was not included in these minutes.

EMPLOYEE REPORTS:

WESTI Ag Days Report – Tori reported that she and Karen had attended the sessions, had a photo display, and also helped with equipment set up and registration during WESTI Ag Days. Tori stated that the overall attendance was down a bit from last year. Tori gave the WCCD Board an overview of the Permit Renewal session, which she felt was very informative. After some discussion, the WCCD Board asked Tori to share the following input regarding WESTI Ag Days, with Caitlin Youngquist, Washakie Extension Educator: Consider holding WESTI every two years to possibly help address lower attendance issue; Consider acoustics issues in the gym; Consider longer sessions with less basics and more in-depth coverage of topics; Good topic selection this year.

Cell Phone Collection Program – Tori provided the WCCD Board with an overview write-up of a proposed cell phone collection program, which was researched and provided by Karen Fenton. Tori stated that Karen would like to begin collecting old cell phones through Cell Phones for Soldiers program, and asked the WCCD Board of their interest in such a program. Tori stated that, if interested, Karen needed to know if they preferred that all cell phones be recycled or some refurbished to be reused. If recycled, the proceeds would either go to purchase international phone cards for soldiers or to an emergency fund available to returning soldiers. Susan voiced her concern with sending them off to other

countries to be recycled due to the high toxicity to human processing the phones due to some of the metals in the phones. The WCCD Board agreed to have Karen look into the recycling of the phones further and report back to the board at the March meeting. Susan suggested that if the decision was to proceed with the program, that several drop sites be established around Worland and Ten Sleep. Karen also mentioned in her write-up, the possibility of also collecting ink cartridges, but Susan stated that the Senior Center already collects those.

BOARD MEMBERS REPORTS:

National Association of Conservation Districts (NACD) Convention Report – Dan reported that he had attended the NACD Convention in Denver, Colorado. Dan gave a summary report of the different meetings he attended and stated that the NRCS Regional Conservation Partnership Program (RCPP) program bill passed, which was brought by Wyoming, that directed NACD to lobby NRCS to coordinate with local conservation districts when there is an RCPP project in their area. Dan also reported that the new NACD President is from New Mexico, and he felt that attending the convention was worthwhile.

Nowood Watershed Improvement District (WID) Meeting Report – Both Dan and Dave reported that they participated in the Nowood WID quarterly meeting via teleconference on February 6th. Dan reported that the Nowood WID board had completed their by-laws, had conducted their yearly board elections, and had begun to collect assessment funds. Dan reported that he had given the Nowood WID board a legislative update regarding the Special Districts.

OLD BUSINESS

Wyoming Public Lands Initiative (WPLI) Contract with Karen Fenton - Tori provided the WCCD Board with the final draft of the WPLI contract between WCCD and Karen Fenton. Dan asked that the word, “all” be deleted in Appendix A/Tasks/Activities, to read as follows: Attend the WPLI Advisory Committee meetings. Dan made a motion to approve the contract as amended. Charley seconded the motion. Motion carried. Dave signed the contract.

Sagebrush Focal Areas (SFA) Withdrawal EIS Comments – Tori provided the WCCD Board with the BLM’s Sage Brush Focal Area Withdrawal map and reported that she had sent an email to all of the conservation districts that looked to be affected by the SFA, to request a copy of their comments on the SFA EIS, to either support, or utilize to develop comments from. Tori stated that the comment deadline is March 1. Dan stated that he had read through the SFA EIS Executive Summary and concluded that their goal is to manage SageGrouse habitat and felt that there are multiple plans where management restrictions are already in place such as the BLM RMP, and the Governors Executive Order on Sage Grouse. The WCCD Board agreed that comments should be made to reflect Dan’s concerns and if the current withdrawal takes effect, the Big Horn Basin could also be targeted somewhere down the road. Tori stated that she had not heard back from her email inquiry to other conservation districts, but would pursue. Dan made a motion to have Tori develop comments on the EIS to not support the SFA Withdrawal and include a reasoning that and list other documents in place already having these same management restrictions causing multiple layer management. Vance seconded the motion. Motion carried.

Dan made a motion that if other conservation district comment documents are provided to WCCD before the deadline, and they agree, WCCD will provide and submit support language for their comments. Charley seconded the motion. Motion carried.

NEW BUSINESS

Rural Cost Share Program Rankings -

-Rod Webb Application – Rod Webb had previously attended the January WCCD board meeting to present his project application for buried pipeline in a delivery ditch. The existing ditch that was causing severe erosion and excess sediment was being carried to the Big Horn River via Horse Gulch. Tori reported that Rod had brought in a copy of his land deed which indicated that he did have water rights. In addition, Tori stated that Holden Hergert, NRCS Soil Conservationist, had requested water right documentation from the State Engineers Office for Rod and they were waiting on that. Tori also stated that Rod had brought in a permission form which was signed by the landowner, Damen Weber, stating that Rod had permission and access to bury the pipeline. After some discussion, the WCCD board agreed that the potential project would be a benefit to the public as it would reduce erosion and sediment entering the Big Horn River via Horse Gulch, therefore improve water quality. Dan made a motion to approve Rod Webb's buried pipeline project and provide 50% cost share based upon his total project cost estimate of \$4,256.20. Charley seconded the motion. Motion carried.

-Sage Creek Land & Cattle-Moss Catcher Application - Steve Snyder gave a presentation on his proposed project to install a Moss Catcher screening device on the Big Horn River, and explained the issues he was having with erosion and the filtering of moss from his existing system. Discussion was held and the WCCD Board agreed that moss was not necessarily a water quality issue, the potential project implementation did not show a public benefit, and was considered a maintenance-type project. Dan made a motion to approve Sage Creek Land & Cattle's Moss Catcher project application. Charley seconded the motion. Motion failed.

319 Grant Extension Request to May 1, 2017 - 347-LLC Feedlot Portion – Tori reported that Brian Perry, 347-LLC, has asked for an extension for his feedlot project, under the Bighorn River-Slick Creek 319 grant. Tori stated that Brian said he would not be able to meet the March 1st deadline due to the heavy snow accumulation causing the area to be too wet. Dan made a motion to approve the extension of 347-LLC's feedlot project to a May 1· 2017 deadline. Vance seconded the motion. Motion carried.

Pinnacle Bank Signature Sheets - Officer Changes – Tori provided the signature sheet documentation from Pinnacle Bank, asking the WCCD Board members for their signatures. Tori stated that since the officers had changed due to the WCCD Board election held in January, Pinnacle Bank required that a new signature sheet be signed. Tori stated that Security State Bank did not require that a new signature sheet be signed unless there was a change in the WCCD Board members.

Miller Subdivision Review - Letter Approval Request - Tori provided a copy of the soils investigation letter, completed using the NRCS Web Soil Survey information, for the Miller Subdivision request, and asked for the WCCD Board's review and approval. Charley made a motion to approved the soils investigation letter presented by Tori. The motion was seconded by Dan. Motion carried.

Possible Emergency Watershed Protection Program (EWP) Projects Discussion/Sponsorship – Tori reported that the sponsorship for EWP has changed, in that conservation districts are no longer able to sponsor the projects. Tori stated that she had visited with Anita Bartlett, Powder River Conservation District, about how her conservation district has worked with her County Commissioners on co-sponsoring the projects, in order for the conservation district be the funding flow-through mechanism regarding the NRCS funds. Tori provided the WCCD Board with the documents from Anita, which included a copy of a letter from the county attorney outlining the statute for their taxing authority, the county commissioner's minutes from a meeting of initiation of an EWP project, and the NRCS form "Property Acquisition" the county would be required to sign to take on the responsibility of the liability of the project. Tori stated that Anita's conservation district is the entity who has the contract with NRCS, and also the landowner where the project is located, so the conservation district still does all of the paperwork and is where the funds flow through even though their county is now the sponsor. Tori stated that she had visited with Laura Galloway to see if there had been any applications for EWP assistance due to the ice jam/flooding of late, and Laura had not received any. Tori explained to the WCCD Board that if a landowner comes in, she would like to know if the WCCD is still on board with co-sponsorship, but under the umbrella of Washakie County's Taxing Authority, if approved by the Washakie County Commissioners. Tori added that she will be accompanying Laura Galloway and the NRCS EWP Specialist, to a meeting with the Washakie County Commissioners, on February 21st to discuss their support for sponsorship of EWP projects. Dan made a motion that WCCD would coordinate with the Washakie County Commissioners on NRCS EWP projects for 2017. Vance seconded the motion. Motion carried.

WACD What's Up/Legislative Updates – Tori provided the WCCD Board with the latest legislative updates from WACD via email, previous to the WCCD Board meeting. Dan gave the WCCD Board a summary of the session updates and WACD Board discussions relating to the Small Water Projects, Level I Studies, and Special Districts legislation.

Legislative Email Input to WACD - Discussion Regarding Procedure Via WCCD Email Input – Tori gave the WCCD Board an overview of discussions she had with Bobbie Frank, regarding the protocol of receiving input on legislation support or nonsupport from board members outside of a board meeting. Bobbie suggested that the WCCD Board discuss the bills during board meetings and confirm support/opposition at that time. Tori reported that Bobbie asked the question of, if the board members are good with the Association's position on legislation, is there a need to go back to board members each time a request for support or nonsupport is made from WACD. After some discussion, Dan made a motion for the WCCD Board to have a position of support for WACD's position on legislation, unless there is specific legislation they are not in support of. Susan seconded the motion. Motion carried.

The WCCD Board discussed delegating two board members to represent WCCD's position during times where WACD requests support/nonsupport for legislation that has changed direction between board meetings, where urgent input is needed. Dan made a motion to delegate two WCCD board members to provide any additional direction on legislation if needed. Susan seconded the motion. Motion carried.

Big Horn River Level I Study Funding Discussion – Tori stated that there will be a Wyoming Water Development Commission (WWDC) meeting on March 2nd & 3rd, where level 1 study applicants are being asked to attend. On March 2nd, the WWDC will discuss prioritization of applications and will be

choosing only 4 of the 7 applications, due to the decrease in the WWDC budget. On March 3rd, action will be taken on those applications chosen. The WCCD Board discussed whether to send Tori to represent them to the WWDC meetings to ask that the Middle Big Horn River Level I Study be funded. It was suggested that Tori touch base with George Kelso, South Big Horn Conservation District (SBHCD) first, to see if SBHCD would be attending that meeting with the intention of asking for funding for the WCCD/SBHCD joint application or, if SBHCD was going to choose their jointly sponsored application with Meeteetse Conservation District to pursue. Dave suggested that WCCD officially submit a withdrawal letter if SBHCD decided not to ask for this year's funding for the WCCD/SBHCD joint application. Dan suggested that Tori copy Bobbie Frank and Cathy Rosenthal if a withdrawal letter is submitted. Charley made a motion to submit a letter to the WWDC to withdraw the Middle Big Horn River Level I Study application, if SBHCD chooses to withdraw as well. Vance seconded the motion. Motion carried.

Wyoming G & F-Fish Passage Coordinator Request Letter – Tori provided the WCCD Board with a letter from Nick Scribner, Wyoming G & F Passage Coordinator, via WACD, regarding Nick's willingness to attend a conservation district board meeting to provide information on various aspects of fish passage and the work going on statewide. The WCCD Board did not wish to invite Nick to speak on fish passage, etc., at this time.

Wyoming Conservation District Employee Association (WCDEA) Winter Training – Tori provided the WCCD Board with a copy of the upcoming WCDEA Winter Training agenda and requested that she, Karen, and Vanessa, attend the training from April 4th to April 6th in Casper. The WCCD Board agreed to approve Tori, Karen, and Vanessa to attend the WCDEA Winter Training.

Big Horn Basin Sage Grouse Working Group Vacancy – Tori provided the WCCD Board with information on the vacancy of a conservation district representative on the Big Horn Basin Sage Grouse Working Group, which was provided to her by Dan Rice. Tori stated that a letter of interest would need to be submitted to Kathleen Jachowski by April 1st. Vance indicated that he may be interested in the position and would talk with one of the working group members about it and let Tori know.

Can Recycling Container Options/Discussion on Distribution & Funding – Tori provided the WCCD Board with a document from Karen Fenton, which outlined available can recycling containers and costs. Tori stated that during a previous WCCD Board meeting, Susan Pennington had mentioned the need for empty can receptacles at community events, as she had observed the many empty cans that we not being recycled. Tori stated that she was following up with Susan's line of thought and asked the WCCD Board if they would be interested in purchasing can recycling containers, to then be distributed to service groups for their use in can collection at events; then cash in on the cans at Smet Recycling, for fundraising. Susan suggested that a group could adopt an event to support recycling by setting up their empty can containers at an event, monitoring the containers during the event, removing the full containers, recycling the contents, then storing the containers. Tori stated that the WCCD would merely provide the containers. Charley suggested that groups be contacted to see if there was an interest and if interested, find out how many containers were needed. Dan made a motion to support providing can recycling containers to service groups, if groups showed an interest. Susan seconded the motion. Motion carried.

Nowood WID Questions from Robertson's – The WCCD Board discussed an email and attached list of questions forwarded from Linda Hamilton, South Big Horn Conservation District from a Big Horn County landowner, Kris Robertson. Dan requested that Tori send Kris a copy of all of the joint conservation district/Nowood WID meeting minutes as was requested by Kris, and copy it to Linda Hamilton. Tori provided the WCCD Board with a copy of the response to Kris's list of questions, from John Joyce, Nowood WID Chairman.

OTHER BUSINESS

Annual WCCD Meeting Schedule & Specifics – It was discussed and agreed to by the WCCD Board, to annually post the upcoming year's board meeting schedule, and to document in the minutes, the date, place, and time of board meetings. Charley made a motion to continue to meet on the third Monday of every month at 7:00 p.m., alternately between Ten Sleep and Worland, starting in January in Ten Sleep. Susan seconded the motion. Motion carried. Tori stated that she would have Karen post the WCCD board meeting schedule on the WCCD website.

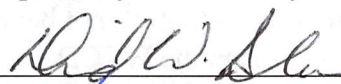
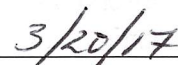
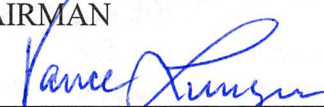

CORRESPONDENCE

NRCS News 01172017; Bridger Plant Materials Center Progress Report; Wild Horse Impact Input Request; Land Exchange Workshop; NACD News 01172017; Bark Beetle Legislative Alert; Bark Beetle Projects Sheet; Bark Beetle Legislation Passage Notification; White Bark Pine Public Notice; Bighorn Basin Dispatch 01232017; NRCS News 01232017; Weed Resistant Seminar; NACD News 01252017; Wyoming Delegation Water Storage; Prelisting Conservation Actions FWS; Prelisting Conservation Actions Q & A; NRCS News 01312017; Unita CD Newsletter; Owl Creek Feb. 13 Meeting; Federal Register Notice EPA_FWS; NACD News 02012017; Bridger Plant Materials Center Field Day; Multiple Indicator Monitoring (MIM); WWDC Draft Scope Big Horn River Level I Study; 2017 ESD Flyer; Federal Register 02062017; NRCS News 02072017; NACD News 02072017; House Revokes BLM Planning Rule News Release; BHBasin Dispatch 02102017; NRCS News 02142017; Climate Change Listening Session; Farm & Ranch Planning; NACD News 02142017

Dan made a motion to adjourn. Charley seconded the motion. Motion carried. The meeting was adjourned at 10:33 p.m.

Date: March 16, 2017

Respectfully submitted by: Victoria Dietz, Director

	
CHAIRMAN	DATE
	
SECRETARY/TREASURER	DATE