

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, January 18, 2016 at 7:00 p.m. in Ten Sleep at the Senior Citizens Center. Members in attendance were; Charley Orchard, Vance Lungren, Susan Pennington, Dan Rice, and Dave Slover. Also in attendance Victoria Dietz; WCCD Director. Guests in attendance were Nikki Erickson, Elizabeth Bleicher, Asher Lyman, Brian Shoopman, and Audry Truman.

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

The WCCD board reviewed the December 21, 2015 board meeting minutes. Dave moved to accept the board meeting minutes as written. Vance seconded the motion. Motion carried.

The WCCD board reviewed the December 21, 2016 executive session minutes. Vance moved to accept the executive session minutes as written. Charley seconded the motion. Motion carried.

Tori reported the following financial account balances: WCCD main checking account; \$3,064.57 and Money Market account; \$248,302.89. The CD balance is \$16,405.82. The December bank statements for the main checking and money market accounts were reconciled by Tori Dietz. Charley moved to accept the financial statement and the reconciliation reports for both accounts. Dave seconded the motion. Motion carried.

The following vouchers were reviewed and approved:

VOUCHER	CK NUMBER	PAYABLE TO	AMOUNT
7829	7431	Verizon Wireless	10.08
7830	7432	R.T. Communications	88.91
7831	Electronic	Jenn Rasmussen	90.05
7832	Electronic	Karen Fenton	1,575.03
7833	Electronic	Victoria Dietz	2,683.70
7834	Electronic	Security State Bank	1,149.36
7835	7433	BlueCross BlueShield	1,355.86
7836	7434	WEBT	13.88
7837	7435	WACD	74.50
7838	Electronic	Dept. Workforce Servic	366.79
7839	7436	Kysar Farm & Ranch	5,000.00
7840	7437	Victoria Dietz	24.99
7841	7438	Serlkay Printing	534.00
7842	7439	Ten Sleep Tribute	5.00
7843	7440	Wyoming Retirement	920.41
7844	7441	Daily News	342.00

7845	7442	Cardmember Service	600.62
7846	7443	Cameron Taylor	150.00
7847	7444	Small Acreage Team	750.00
7848	7445	Ten Sleep FFA	250.00

NRCS REPORT

The NRCS DC was not present, but had provided the following DC Report via email prior to the meeting as follows:

NRCS help provided for WCCD:

Larry Warner (Damon Weber) – pipeline – survey and design; Connie Clark (Fairview Farms) – Pipeline – survey and design; Sage Creek L&C – pipeline system – survey, design and meeting; Gene Schreibeis - pipeline and gated pipe – design; Sage Creek L&C – buried drain – field visit; As-built the Hake drain project; As-built the Jesse Kysar project; Ray attended steering committee meeting on 12/15, helped collect Christmas trees and chip them, and Gene Schreibeis – look at fencing off creek 319 grant.

EQIP 2016:

We have not yet been given our allocation, applications are being reviewed by the state program staff for eligibility, no information on NWQI yet. I did fill out a questionnaire on what made the past NWQI a success, the practices implements, the barriers that could affect the success, suggestions for improvement, and the monitoring, and we are planning (maps, resource concern checklists, etc.) on the top 2 applications in each sub-category so we will be ahead of the schedule.

EQIP:

We have a number of previous contracts that are being completed. We have been doing spot checks, as-builts, and payments.

Snow Report was provided

EMPLOYEE REPORTS: WCCD employee reports for Karen Fenton and Jenn Rasmussen were provided to the WCCD board via email prior to the meeting. Tori reported that Jenn Rasmussen has submitted her resignation via email, which was provided to the WCCD Board prior to the board meeting. Tori stated that she will be advertising the position again and Susan suggested that Tori look into posting the job vacancy on the Worland Garage Sale Facebook page.

BOARD MEMBERS REPORTS:

County Commissioner Legislative Meeting in Cody – Dan reported that he had attended the legislative meeting in Cody and it had been a very productive meeting. He reported that some of the discussions held included; upcoming legislation, the BLM Resource Management Plan (RMP), Federal Natural Resource Policy Account (FNRPA) funding, and the Wyoming Public Lands Initiative to release Wilderness Study Areas. Dan stated that once the County Commissioners decide to move forward with the Wyoming Public Lands Initiative, conservation districts may be asked to assist with the effort. Dan reported that the Governor’s office and legislatures praised the local efforts put into the RMP.

OLD BUSINESS

Christmas Tree Recycling Report – Tori reported that the Christmas Tree collection day went very well again this year and there had been lots of volunteers. Susan stated that it took her crew several hours to collect the trees in her assigned area as the alleys were not easily routed. Susan suggested that a map be provided next year that better outlined the alleyways. Tori said she would get something put together for next year. Tori stated that she

thought there were more trees collected this year in Worland and Ten Sleep and added that she and Karen had assisted Big Horn Rural Electric with the chipping of the trees on January 14th.

Recycling Dumpster Update – Tori asked Vance if his grandson was still interested in painting the dumpster and he said he wasn't, so Tori stated that she would try to get it done.

Revisit NRCS Office Space Revised Agreement – Tori provided the WCCD Board with the newest amended agreement provided by NRCS and gave an overview of the differences between the previous and the new amended version. Discussion was held and the WCCD Board agreed to provisionally accept the agreement, but asked that Tori edit the agreement to replace “ANY CONSERVATION DISTRICT” with “Washakie County Conservation District” throughout the document. In addition, the WCCD Board did not have anything to add to attachment A, and Tori was asked to discuss with Laura, any items she thought should be added. Charley made a motion to consider the amended Cooperative Agreement once the document is updated specific to Washakie County Conservation District and a chance to approve any items NRCS may propose to add to attachment A. Dave seconded the motion. Motion carried. Tori stated that she would update the agreement and discuss with Laura, then bring back to the February WCCD Board meeting for final review.

WESTI Ag Days Update-Tori provided the WCCD Board with the draft WESTI Ag Days schedule and reported on the progress and WCCD's duties related to preparing for the event. Tori stated that she and Karen were in charge of the advertising including newspaper ads, social media, banners, radio and development of the mailer. In addition, WCCD was responsible for writing the grant to the Small Acreage Team for \$1000 to help fund the small acreage Saturday portion of WESTI and to also find speakers for topics that had been requested by producers and past small acreage attendees. Tori stated that it had been challenging working with Extension remotely, as the Educator has been out of town for the month of February and email planning is not as efficient as meeting in person. Tori recommended that WCCD not partner to this extent to host WESTI again in the future, as it is clearly an Extension program and does not have the flexibility to have “outsiders” present the sessions, except where there are no Extension personnel familiar with certain topics.

HHW Collection Day Event Update – Tori reported that Karen had been attending the Reduce, Reuse, Recycle Coalition meetings and involved with the planning of the upcoming event, which will be held on May 14th at the Worland Landfill.

Washakie Watersheds Steering Committee Meeting Notes – Tori provided the WCCD Board with a copy of the Washakie Watersheds Steering Committee meeting notes from their December meeting. Tori gave a summary of discussions held during the meeting regarding updates to the application and ranking sheets. The WCCD Board recommended that a vote be taken on all project approvals, to have a record of those who abstain from voting due to a conflict of interest. Tori will pass that along to the steering committee.

Nowood Watershed Improvement District (WID) Meeting Reminder-Tori reminded the WCCD Board that the Nowood WID board would be holding their quarterly meeting with the WCCD and South Big Horn CD on February 1st at the Manderson Fire Hall at 7:00 p.m. Tori stated that the Nowood group is checking on teleconference capabilities and she planned to call in if that can be done, and would forward that information on when she receives it. Dan stated that he planned to be there in person. Both Susan and Charley stated that they would be unable to attend.

Letter of Request to South Big Horn CD for November Election – Tori provided a copy of the letter she had developed to ask South Big Horn Conservation District for their consideration of conducting the mail ballot election for the Nowood WID during the regular General Election Tuesday each year. The WCCD Board authorized Tori to send the letter, which included noted edits of the third paragraph as follows, “WCCD, South Big Horn Conservation District, and Hot Springs Conservation District would be able to do the same, and would

ensure that a canvass board member was appointed from each WID”.

NEW BUSINESS

Natural Resource Land Use Plan Policy Work - Water Quality & Gov. Agency Coordination - The WCCD board updated two policy sections in the Natural Resource Land Use Plan with the following results:

Water Quality/Quantity

Goal-

WCCD will strive to increase the efficient use of water. Maintain and improve the quality and quantity of waters within WCCD, through education, technical assistance, and Best Management Practices.

Water Quality/Quantity Policy -

- i. Promote Best Management Practices that reduce non-point source pollution and promote water conservation.
- ii. Supports water development projects that increase water quantities for beneficial use within the district, while considering the traditional custom, culture, ecology, and economy of the area.
- iii. Recognizes the importance of irrigation systems that make up a critical part of the water cycle within the district and support the implementation of irrigation Best Management Practices.
- iv. Only recognize the collection of chemical, physical, biological, and historical constituents as credible scientific data in regards to water quality. WCCD will collect water quality data as determined by priorities and programs. *Tori was asked to check to see if the word, “constituents” was used in the credible data legislation.*
- v. Opposes any federal governmental control over individual water rights within the boundaries of the district and within the boundaries of the State of Wyoming.
- vi. Supports Wyoming’s statutory beneficial uses of water. *Tori was asked to check with Dave Deutz, State Engineers Office to see if v. and vi. were valid policies or if appropriate.*
- vii. Recognizes that natural background influences are prevalent in our perennial, intermittent and ephemeral streams and will strive to define the water cycle to include the natural background’s effect on water quality in our jurisdiction.

Government Agency Interaction and Coordination

Goal -

WCCD will continue to represent local natural resource interests in the planning and implementation efforts of local, state, and federal government agencies within its boundaries. WCCD will facilitate efforts to participate in natural resource management planning in order to provide for the economic stability and to protect local customs and cultures.

Government Agency Interaction and Coordination Policy –

- i. Participates with cooperators and government agencies in making sound natural resource decisions that are scientifically-based, legally defensible and sensitive to natural resource health and responsive to multiple-interest users.
- ii. Works with local, state and federal government to encourage and support state control of water rights and to maintain opportunities for future water right allocations.

- iii. Coordinates with local, state and federal government on educating about the eradication of invasive species.
- iv. Coordinates with local, state and federal government regarding endangered species issues. *Tori was asked to find out if proper language would be to refer to the endangered species act, or if it is better to specifically say listed or candidate species.*
- v. Works to ensure local input on state and federal land management issues to promote multiple use of public lands (grazing – wildlife and domestic, logging, minerals, recreation) and protect private property rights.
- vi. Maintains partnerships with local, state and federal agencies to provide technical assistance and/or funding to local Cooperators.
- vii. Develops, promotes and defends viable alternatives to the proposed actions of other government agencies where the proposed action would adversely impact any of the resource bases of the WCCD.
- viii. Provides comment(s), seek Coordination Status, or seek to become a Cooperating Agency, as is appropriate for the WCCD's purposes, for federal land use planning affecting the WCCD in order to effectively represent and protect the WCCD's custom, culture, economy and general welfare.
- ix. Supports traditional multiple land uses as a means to maintain continuity in the local economy, and assure the sustainability of existing agricultural, recreational, and industrial interests while maintaining or improving the present environmental quality of life.

Teton Science School Scholarship Request - Nikki Erickson and four sixth grade students from Ten Sleep School, attended the WCCD Board and presented what they had learned in the past and the upcoming trip to Teton Science School. The students requested \$1000 for help with funding for their upcoming sixth and seventh grade Teton Science School trip, which will be held May 10th through 18th in Kelly, Wyoming. The attending students reported that there will be seventeen students plus two adults attending the school and the fee is \$265/person. Students will be selling Pizza as a fundraiser to help pay for the trip and also using existing funds to match funds provided by WCCD. Charley made a motion to approve \$1000 to support the Ten Sleep student's Teton Science School trip. Susan seconded the motion. Motion carried.

WCCD Board Election of Officers – The election of officers was conducted by Tori Dietz and held by the WCCD board, with the following results, moved by Dave that the officers remain the same, and seconded by Charley: Chairman – Dan Rice, Vice-Chairman – Vance Lungren, Secretary/Treasurer – Dave Slover. Motion carried. Tori will send WACD and WDA the completed 2016 re-organization form with the 2016 election results.

Risk Management Practices – Charley moved to continue with the following risk management practices under the Reporting Checklist from the Wyoming Department of Agriculture, Dave seconded the motion. Motion carried:

- Two supervisors' signatures are required for each check.
- A perjury statement is on each voucher and the vouchers are signed by three board members.
- The board reviews bank statement reconciliation at least once each quarter during a regularly scheduled board meeting.
- Victoria Dietz and Karen Fenton are authorized to incur debt using the WCCD's credit card, up to a \$5,000 limit each.
- The WCCD does not utilize a debit card.
- The WCCD continues to have their bank accounts at Security State Bank and Pinnacle Bank.
- The WCCD has an investment policy on file.

WACD What's Up – Tori provided the WCCD Board with the December and January What's Up emails from WACD, along with a copy of the letter to the County Commissioners Association from the Wyoming Congressional Delegation supporting efforts of the Wyoming Public Lands Initiative, and announcement of the National Association of Conservation District's Western States Forest health Workshop. Dan gave the WCCD Board a brief update of his knowledge of some of the topics.

Gene Schreibeis 319 Project Agreement – Tori presented the project agreement for Gene Schreibeis to the WCCD Board asking for Dan's signature. Tori stated that Gene's project had been previously approved during the December board meeting, but she had failed to obtain a signature. Dan signed the agreement.

Jesse Kysar Electrical for Pivot Project – Tori reported that Jesse Kysar has completed his pivot project and she has received the certification of completion from NRCS. Tori stated that Jesse has provided all the required documentation and has been paid.

Content and Inland Marine Insurance Update Consideration – Tori provided the WCCD Board with an estimate from Farm Bureau Insurance for an increase to the content insurance and an estimate for insuring equipment that leaves the office periodically. Tori stated that she had recently updated the inventory list therefore increasing the value of all WCCD's owned equipment and supplies from \$64,000 to \$75,000. Tori reported that WCCD is currently paying \$291 per year and the increased value of inventory yearly cost is estimated at \$394. In addition, Tori presented the WCCD Board with two different options of inland marine coverage; one option included all equipment over a \$500 value that leaves the office at \$25,718, and one option included all equipment over a \$1000 value that leaves the office at \$22,089. The Farm Bureau Insurance estimate per year was \$694.39 and \$508.05 respectively. The WCCD Board asked Tori to obtain a new estimate from Farm Bureau Insurance and another company, for the Inland Marine for only the SmartTroll, Flomate, & Ultrasonic Flow Meter at \$1000 deductible. Tori stated that the three items are currently valued at \$12,086.00.

Security State Bank Pledged Securities – Tori provided the WCCD Board with an agreement from Security State Bank for an increase of pledged securities as the WCCD's funds had exceeded the insurable amount, and asked for Dan's signature, which he signed.

Permit Renewal Workshop – Tori reminded the WCCD Board of the Grazing Permit Renewal Workshop in Pinedale on January 27th. Tori stated that she thought it would be a great workshop to have in the Big Horn Basin and would include the local BLM as part of the presenter roster.

Big Horn River Level I Study Consideration – Dan reported that he had been contacted by George Kelso, Chairman of South Big Horn CD asking if WCCD was interested in partnering with them to sponsor a Level I Study for the Big Horn River and stated that the application fee is \$1000. Discussion was held and Tori was asked to contact Jason Mead at Wyoming Water Development Commission to find out about the process, timeline, and scope and size of the project. Tori will report back her findings at the February WCCD Board meeting.

Backyard Barnyard Coordinator Support – Tori presented a report and request for support for the Backyard Barnyard Coordinator. Discussion was held and Charley made a motion to support the Backyard Barnyard Coordinator's position at \$750.00, to cover a three-year period. Susan seconded the motion. Motion carried.

OTHER BUSINESS

Sage Grouse Implementation DDCT Meeting - Tori reminded the WCCD Board of the upcoming Sage Grouse meeting in Worland on January 26th at 9 a.m. Dan stated that the meeting would be at the Washakie Museum. Tori reported that Karen was planning attend. Charley said he was planning to go and Dave asked Tori to send him the information and he would try to attend as well.

CORRESPONDENCE

Big Horn Basin Dispatch 12242015; Sage Grouse Training Agenda; Sage Grouse Mitigation Assessment Update; Horse and Burro Coalition Press Release; Bighorn Forest SOPA; Endangered Species Lawsuit on Monarch Butterfly; WDA Comments on Gray Wolf Damage; Ranch Sustainability Workshop; Governor Responds to Moratorium on Federal Coal Leasing

Dave moved to adjourn. Charley seconded the motion. Motion carried. The meeting was adjourned at 10:10 p.m.

Date: February 11, 2016

Respectfully submitted by: Victoria Dietz, District Director

Vance Linger 2-15-16
CHAIRMAN DATE

Donald W. Blum 2/15/16
SECRETARY/TREASURER DATE