

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 and budget hearing on Monday, July 20, 2015 at 7:00 p.m. in Ten Sleep at the Ten Sleep Senior Citizens Center. Members in attendance were; Dan Rice, Vance Lungren, Charley Orchard, and new member Dave Slover. Also in attendance was Victoria Dietz; WCCD District Director, Karen Fenton; WCCD Program Assistant, and landowner Steve Snyder.

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

The board reviewed the June 15, 2015 board meeting minutes. Charley moved to accept the board meeting minutes as read. Vance seconded the motion. Motion carried.

Tori reported the following financial account balances: WCCD main checking account; \$8,503.96 and Money Market account; \$203,845.82. The CD balance is \$16,405.82. The June 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. Vance seconded the motion. Motion carried.

The following vouchers were reviewed and approved:

VOUCHER	CK NUMBER	PAYABLE TO	AMOUNT
7683	7315	Ten Sleep FFA	250.00
7684	7316	US Post Office	300.00
7685	7317	Serlkay Printing	467.00
7686	7318	Carrell Tree Service	210.00
7687	7319	Victoria Dietz	134.63
7688	7320	Ten Sleep 4-H	300.00
7689	7321	Cal Jones	32.78
7690	7322	Dan Rice	146.63
7691	7323	Vance Lungren	6.90
7692	7324	Charley Orchard	180.55
7693	7325	Dave Slover	36.80
7694	7326	Kitsy Barnes	7.48
7695	7327	Brendon Sinn	2,787.00
7696	Electronic	Karen Fenton	1,517.28

7697	Electronic	Susan Carrell	329.98
7698	Electronic	Victoria Dietz	2,656.05
7699	Electronic	Security Bank	1,247.28
7700	7328	Wyo. Retirement	860.96
7701	7329	WEBT	13.87
7702	7330	BlueCross BlueShield	1,356.86
7703	Electronic	Dept. of Revenue	61.73
7704	Electronic	Dept. of Workforce	480.46
7705	7331	Hanford's Sprinklers	1,381.90
7706	7332	Daily News	120.00
7707	7333	RT Communications	88.74
7708	7334	WACD	74.50
7709	7335	Cardmember Service	1,162.99
7710	7336	DeWitt Company	846.05
7711	7337	Manderson Town Hall	25.00
7712	7338	Gill Plant Company	275.00

NRCS REPORT

Laura provided the following DC Report via email prior to the meeting but was not in attendance:

- Help provided for WCCD
 - Sinn Spot check was completed.
 - Ray and Holden checked on seeding plots on Gooseberry.
 - Allen gave engineering assistance on the airport road project.
- NWQI
 - We have requested an additional \$155,000 to fund the last 2 projects but have not heard on anything yet. I am told we should know more after the 1st of August.
- EQIP 2015
 - We are still waiting on the Cultural approval for some of the 2015 contracts.
- AMA 2015
 - A 3rd Round of applications was requested for AMA. We received applications for 2 Windbreak/Shelterbelt projects, and 3 Russian olive removal projects. They have all been pre-approved and we are moving forward with planning. This will be an addition \$50,000 approximately to Washakie County.
- Local Work Group Meeting – Please feel free to comment on the information provided. Your input is appreciated. Return those comments back to Tori, NRCS or Emma by August 31st.
 - Division I – Greybull Weed & Pest building. July 8th at 1:30 p.m.
 - Minutes have been provided

- Div I ranking sheets have been provided
- Area Resource Conservationist
 - I have agreed to be the acting ARC for the next 120 days. I will be stationed in Worland, but this position requires more travel than normal so I will be in and out of the office should you need something.
- Washakie County District Conservationist
 - Holden Hergert will be the acting DC while I am doing the ARC job. He will still run requests for assistance through me and touch base whenever he has questions.

Laura had previously provided the minutes and ranking sheets developed during the NRCS Local Work Group meeting. The WCCD had no questions on the information.

EMPLOYEE REPORTS:

Susan Carrels and Karen Fentons reports were previously provided via email. Susan's report included her announcement of retirement, to take effect as soon as possible, but offered to help train a new employee. Tori reported that she offered to keep Susan on the payroll until the new employee was trained and Susan agreed.

Tori gave the WCCD Board an overview and update of some of her activities over the past month, which included the approval of the Dept. of Ag Research grant for the Gooseberry Revegetation project, status of the grass plot seeding at the Outdoor Classroom, Nowood Watershed Improvement District (WID) tasks, National Water Quality Initiative water monitoring equipment & field audit update, Community Center Tree issues, and new hire applications and interview scheduling. Tori elaborated on the new monitoring equipment and reported that DEQ had approved a \$3600.00 grant for the equipment, which would not cover a monthly \$10 fee for the data package from Verizon for the iPad mini. Tori stated that the monthly fee will be included on her personal cell phone bill and suggested that the WCCD pay the fee by check directly to Verizon instead of herself. Dan asked Tori to find out how WACD handles that type of expenditure.

BOARD REPORTS:

BLM RMP Update – Dan gave the WCCD board a summary of the local government teleconference hosted by Ecosystem Research Group (ERG) regarding comments/protest items, and Governor Mead's consistency review information. Tori reported that she had discussed the WCCD's consistency review with ERG and understood that ERG had pulled information out of the WCCD Natural Resource Land Use Plan to represent the WCCD's input as a consistency review.

OLD BUSINESS

Sage Creek Land & Cattle (SCLC) - Steve Snyder explained the reasons for not submitting an NRCS design prior to implementation of the pivot project WCCD had approved for funding in February, 2015 and also explained the reasons for not submitted during and after construction photos, which was due to his photos being damaged when running over his phone. The WCCD Board discussed the issues later in the night and agreed to allow payment to be made once NRCS was able to fully certify the project, which could mean digging up the area where the trust block is located to determine that it was installed and to

allow measurements of the pipe size and the trench depth. Tori will contact Steve to let him know of the WCCD Board decision.

WyRED Update - Tori reported that Grace Godfrey had indicated that she and her students would attend the August WCCD Board meeting to give a presentation of their WyRED activities.

Annual Plan Review – Tori provided a draft copy of the FY 2016 Annual Plan and asked for final input on the draft. Charley suggested that the plan contain a Table of Contents and suggested a change on the Habitat Enhancement title to be called Habitat Management and Goal statement to read: The WCCD recognizes and encourages commitment to maintaining and managing habitat by incorporating concerns and proper management ideals into the planning, programs and projects of the WCCD. Tori stated that she would update the plan and bring the final copy to the August 17th WCCD Board meeting for approval.

Brendan Sinn Project Completion – Tori provided the WCCD Board with the NRCS certification and photos of Brendan Sinn's completed buried pipeline and sprinkler project.

NEW BUSINESS

Budget Hearing – The WCCD FY 2016 Budget Hearing was called to order at 8:55 p.m., with no public in attendance. Tori reported that the budget changes since the July WCCD Board meeting were an increase in the Rural Cost Share budget due to the increase in the Washakie County Assessor estimate for the year. In addition Tori reported that the budget for the office computers had increased due the estimates she had previously obtained being low due to changes of processing speed and hard drive space. Karen gave the board an overview of her new computer system requirement for ArcGIS and explained price differences. Charley made a motion to approve the FY 2016 WCCD Budget as presented. Vance seconded the motion. Motion carried.

New Rural Cost Share Applications - Steve Snyder - Sage Creek Land & Cattle/Fairview Farms – Steve Snyder presented six project applications for the WCCD Board consideration. Steve reviewed each project explaining their location, project details, and resource improvement if funded. The WCCD board discussed the projects and identified those that may take priority based upon erosion potential due to soils and slope. Dan asked that WCCD board members review the project applications and rank them before the next board meeting, where they will be discussed and decisions will be made for funding. Tori stated that the two other applications; one for Jesse Kysar and one for Caleb Kienlen are located on the April and May board meeting web agenda tabs and said she would calculate the landowner percentage contributions for those two projects and email to the WCCD Board.

NRCS Scenario Worksheet (example of what is paid for under a pivot project) – Tori provided the WCCD Board with a copy of some example sheets from NRCS showing different components of different irrigation projects to help the WCCD Board determine budget line items applicants fill out for WCCD cost share programs. The WCCD board agreed to have Tori place the sheet examples under references on the board meeting web agenda,

Update Rural Cost Share Approval Letter & Consideration of Attaching NRCS CPA15 List - Tori presented a draft updated approval letter to be used as a template for future letters sent to applicants for

approved projects, which included more specific language on what would be needed in order for NRCS to fully certify a project. After some discussion, the WCCD Board agreed with the template letter example.

Tori also provided a copy of the NRCS SPA15 List that Laura had sent to her, which outlines specific components of different projects that will need to be spot checked during the construction phase. The WCCD Board felt that the form would be beneficial, but asked that Tori use some of the content and develop a WCCD form instead of adopting a federal form.

Cottonwood Grass Creek Watershed Improvement District Teleconference – Tori reported that the Cottonwood Grass Creek Watershed Improvement District board will hold their budget meeting and quarterly teleconference meeting on July 21st at 2:00 p.m. and provided the WCCD Board with the teleconference information. Charley said he would try to call in and Tori stated that she would do so as well.

Water Quality Monitoring Equipment Contract - Request Signature – Tori provided the WCCD Board with a contract from DEQ for the NWQI water quality equipment grant. Dan read the contract over and signed it.

Nowood Watershed Improvement District – Tori gave the WCCD Board an update of the election status and stated that the written authorizations were due today, if a representative would be voting on the acres. Tori stated that Karen had completed the poll book, which was based upon the Washakie County Assessor Nowood WID landowner list, the Washakie County Clerk certified registered voter list. The poll book lists all single landowners, all entity representatives and acres they will be voting on, a place for a ballot number, date ballot is mailed, date ballot is received, and mailing address.

Nowood WID Joint Board Teleconference Discussion - Tori reported that the Nowood WID joint board will hold a teleconference on July 27 at 7:00 p.m. Tori provided the joint board with the teleconference call in information. Dan stated that the meeting will be a special meeting where only agenda items of approval of the last meeting minutes, canvass board appointments and setting a meeting date after the August 18th election. Dan asked the WCCD board for their consideration of Casey Johnstone and Terri O'Donnell for the canvass board. The rest of the board agreed. Tori reminded Dan that the canvass board members needed to be a registered voter.

Tori reported that she had set up a teleconference phone number through RT Communications and the cost would be 10 cents per minute for each participant. Dan suggested that Tori call WACD to see if they knew of a cheaper plan.

Polling Officer Volunteer to Help Karen Count - August 18th from 5:00 p.m. to 6:30 p.m. – Tori reported that each polling place will need two polling officers and stated that Karen Fenton agreed to take on that position, but she needed a second person to help Karen. Vance said his wife Debbie may be able to help. Tori stated that she contact Debbie.

Herbicide Resistant Kochia – Tori provided a fact sheet developed by Caitlin Youngquist, Washakie County Extension Service, which alerts and educates landowners about the herbicide resistant Kochia

issue.

Washakie Watersheds Steering Committee Report – Tori provided the WCCD Board with a copy of the Washakie Watersheds Steering Committee meeting which was held on July 14, 2015. Tori reported that there were three applications for Cropland projects under the 319 program, and all three were ranked by the committee and received a high ranking score.

Washakie Watersheds Steering Committee Recommendations for 319 Funding - Sage Creek Land & Cattle & Fairview Farms - Tori presented the applications and ranking sheets to the WCCD Board and asked for their approval. Dave made a motion to approve the Sage Creek Land & Cattle Waste Drain project. Charley seconded the motion. Motion carried. Vance abstained from voting due to a conflict of interest. Charley made a motion to approve the Sage Creek Land & Cattle Pivot Supply Line project. Dave seconded the motion. Motion carried. Vance made a motion to approve the Fairview Farms Connie Clark project. Dave seconded the motion. Motion carried.

Washakie Watersheds Steering Committee Request for WCCD to Apply for National Water Quality Initiative for Nowater Watershed - Tori informed the WCCD Board that the Washakie Watersheds Steering Committee had voted to ask the WCCD Board to move forward with applying for the NRCS National Water Quality Initiative (NWQI) for the Nowater watershed. After some discussion, Vance made a motion for the WCCD to develop and submit an application to NRCS National Water Quality Initiative for the Nowater drainage. Charley seconded the motion. Motion carried.

Rangeland Health Assessment Grant Opportunity – Tori reported that there is a new round of request for proposals from the Dept. of Ag for the RHAP and asked the WCCD Board to let her know if they hear of a potential project.

State Fair Work Day – Tori provided the WCCD Board with information on the upcoming work day at the State Fairgrounds to be held on July 27th at 10:00 a.m.

WACD Awards – Tori provided the WCCD Board with an outline of award categories for the nominations to WACD and asked that they let her know of anyone they would like to nominate. Tori stated that the nomination deadline is August 14th.

Outstanding Employee Award Consideration – Tori reported that she had contacted employees at the Popo Agie Conservation District to obtain permission from their board to nominate Jeri Trebelcock for the Wyoming Conservation District Employees Association award of Outstanding Employee of the Year. Tori asked the WCCD Board for their approval to work with Popo Agie staff on the nomination. The WCCD approved Tori's request.

Outdoor Education Specialist Interview Volunteers - July 30 – Tori asked if two WCCD Board members would assist with interviews of four applicants for the Outdoor Education Specialist position and asked for a start time suggestion. The WCCD Board decided to start interviews at 4:00 p.m. Dave stated that he would be available to help and Dan said he would try to make it work if no one else could commit. Tori stated that she would contact Cal to see if he could attend. Tori stated that she would email the

interview questions out in the next few days.

Bighorn Forest Summer Field Trip - August 27th – Tori reported that the Bighorn Forest Service steering committee tour would be held on August 27th and provided the WCCD board with an agenda and map of the tour area. The tour will be held in the Tongue River Ranger District this year.

WACD Convention - Rooms - Gator Tickets – Tori reported that she had reserved three rooms for WCCD board and employees in Laramie for the nights of November 2-5 for WACD Convention. She asked the WCCD Board to let her know if more rooms would be needed. Tori reported that she had raffle tickets available for sale to support the Wyoming Natural Resource Foundation, for a tool box or a Gator.

George Kelso-Susan Carrell: Sign Cards – Tori passed around a Sympathy card for George Kelso for the loss of his mother and a Retirement card for Susan Carrell, which board members signed.

OTHER BUSINESS

Dan asked the consideration of the WCCD Board to consider adding additional language to the WCCD Rural Cost share ranking sheet, which would follow question 8. Suggested language was: WCCD reserves the right not to fund the project if applicant has received WCCD cost share funds within the past three years. The rest of the board agreed to add the suggested language.

CORRESPONDENCE

NACD Newsletter; Federal Register_Listing Decision; Barrasso Water Bill News Release; Federal Register_Conservation Reserve Program; WDA Comment on DOL Proposed Rule; 2015 Wyoming Livestock Board Rules; Federal Register_Clean Water Rule; Big Horn Basin Dispatch; Bighorn Forest SOPA; Bighorn Forest Steering Committee Notes; NRCS Newsletter; Sage Grouse Predator Report; EPA Climate Change News Release; Wyoming Water Development Commission_New Deputy Director; Snowpack Monitoring Workshop

Cal moved to adjourn. Charley seconded the motion. Motion carried. The meeting was adjourned at 10:20 p.m.

Date: August 12, 2015

Respectfully submitted by: Victoria Dietz, District Director

Dan Rice 8-17-15
CHAIRMAN DATE

Vance Runyon 8-17-15
SECRETARY/TREASURER DATE