

**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, June 18, 2018 at 7:00 p.m. in Worland at the WCCD Office. WCCD Board members in attendance included; Vance Lungren, Dave Slover, Dan Rice, and Susan Pennington. Also, in attendance was WCCD Director Victoria Dietz, WCCD Program Assistant Karen Fenton, and NRCS District Conservationist Laura Galloway.

Dave called the WCCD board meeting to order at 7:14 p.m.

Dan made a motion to approve the WCCD June 18, 2018 meeting agenda as amended, to add a report from Vance for the meeting he had attended for the Big Horn Basin Sage Grouse Working Group. Susan seconded the motion. Motion carried.

The WCCD Board reviewed the May 21, 2018 board meeting minutes. Susan made a motion to approve the May 21, 2018 minutes as read. Vance seconded the motion. Motion carried.

**FINANCIAL REPORT:**

Tori reported the following financial account balances: WCCD main checking account; \$261.09, Main Money Market account; \$135,423.15, Emergency Reserve Money Market account; \$76,331.28, Depreciation Reserve Savings account; \$1,003.94, and CD balance; \$16,697.12. The May 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 \$154,246.43.

Tori provided the WCCD Board with the monthly expenditure spreadsheet report from May 22, 2018 through June 18, 2018. Dan moved to accept the monthly expenditure and financial report. Susan seconded the motion. Motion carried.

Tori provided the WCCD Board with the "Transaction List by Vendor" report for the period between July 1, 2017 to June 13, 2018.

The following vouchers were reviewed and approved:

Date	Payment To	Invoice Number	Check Number	Amount
5/23/2018	Leanne Croft	8521	7978	\$40.00
5/23/2018	Scottie Thomas	8522	7979	\$40.00
5/23/2018	Verizon Wireless	8523	7980	\$10.00
5/23/2018	Wyoming Project Learning Tree	8524	7981	\$70.00

5/29/2018	DeWitt Company	8525	7982	\$994.06
5/29/2018	Ten Sleep FFA	8526	7983	\$185.43
5/29/2018	R.T. Communications	8527	7984	\$92.83
5/29/2018	L2S LLC	8528	7985	\$21,011.44
6/1/2018	Karen Fenton	8529	7986	\$10.03
6/1/2018	Dusty Vail	8530	Electronic	\$426.19
6/1/2018	Melanie Dedic	8531	Electronic	\$1,127.55
6/1/2018	Karen Fenton	8532	Electronic	\$1,838.11
6/1/2018	Victoria Dietz	8533	Electronic	\$2,010.19
6/1/2018	Security State Bank	8534	Electronic	\$1,571.46
6/1/2018	Empower Retirement Services	8535	Electronic	\$1,000.00
6/1/2018	Wyoming Retirement System	8536	7987	\$1,028.49
6/1/2018	Wyoming Educators Life Trust	8537	7988	\$13.88
6/1/2018	BlueCross BlueShield	8538	7989	\$1,355.86
6/1/2018	Best Western Pioneer	8539	7990	\$186.00
6/5/2018	Fluckinger Consulting	8540	7991	\$1,500.00
6/5/2018	Karen Fenton	8541	7992	\$180.00
6/5/2018	Kennedy Ace Hardware	8542	7993	\$83.09
6/5/2018	Bower Technology	8543	7994	\$100.00
6/5/2018	Cash	8544	7995	\$10.00
6/6/2018	WC Solid Waste District	8545	7996	\$406.20
6/6/2018	Carrell Tree Service	8546	7997	\$175.00
6/6/2018	Washakie County Fair Board	8547	7998	\$125.00
6/6/2018	Lynda Schatz	8548	7999	\$38,290.72
6/6/2018	Sage Creek Land & Cattle	8549	8000	\$59,894.03
6/7/2018	Bower Technology	8550	8001	\$100.00
6/11/2018	Karen Fenton	8551	8002	\$10.00
6/11/2018	Cardmember Services	8552	8003	\$1,785.99
6/13/2018	Maggie's Café	8553	8004	\$399.00
6/18/2018	Lairds Sanitation	8554	8005	\$50.00

**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:** Samuel Ray PV Solar System Project and 15 mile (Day with District and BLM – willow/grass species plantings. Spreader dikes)

**CTA Assistance:** Phone calls with assistance on Soils, Irrigation Water Management, and Grazing Plans, fencing, pollinator planting and cover crop seeding.

## **EWP**

- Paxton Berm – Site visit with area/state engineer, Area Resource Conservationist, and State Wildlife Biologist.
- Updated the cultural review request (IRMA) with the additional length (total 1100 ft) and potential Russian olive removal from south side of river.
- State archeologist coming for a site visit Thursday June 21<sup>st</sup>.
- Updated the CPA-52 with the same additions. (Environmental impact review)

## **EQIP**

- 4 plans needing signed
- We have been reviewing applications for the other counties in the Rocky Mountain Area
- We are writing contracts for Pinedale office under the Joint Chief Joseph initiative because the DC had a scheduled trip to Europe just after the funds became available.
- Have done quite a few as-builts, modifications, and project checks for active contracts.

## **Other Information**

- I have been working on the new ranking sub-accounts for Div I.
- Emma has been chosen to be on the team to repair the snotel site equipment this summer. It entails packing in horseback to the sites and camping while repairing the equipment. She went to training for this June 12-14.
- Astrid, our state Conservationist did not make it to Washakie County on May 24<sup>th</sup> to tour some of our projects and see what we have been doing. They have rescheduled for August.
- I went on the Kirby Creek Project tour. It was very interesting and informative on ideas to improve the success of stabilizing a stream of that kind.
- Holden went on a tour of projects in Grass Creek.

## **EMPLOYEE REPORTS:**

Tori provided the WCCD Board with her April Timesheet and reported on the following: WDA Water Quality Grant Proposal for the Nowood Watershed Water Development approval of funding; Rain Garden Maintenance and Sign replacement, Bighorn Forest Weed Pull Day; and the Upcoming Watershed Improvement District Board Elections

Melanie Dedic's monthly report was provided to the WCCD Board previously via email.

Karen Fenton reviewed her monthly report with the WCCD Board.

## **BOARD MEMBER REPORTS:**

WACD Board Meeting Report – Dan provided a report of some of the discussions held during the WACD board meeting he had recently attended.

Nowood Watershed Improvement District (WID) Quarterly Meeting Report – Dan gave the WCCD Board an overview of discussions held during his attendance of the Nowood WID joint quarterly

meeting in Manderson on June 4th. Dan provided Tori with copies of information provided to him during the meeting.

Big Horn Basin Sage Grouse Working Group – Vance provided a report of some of the discussions held during the WACD Sage Grouse Working Group meeting he had attended on May 23<sup>rd</sup> in Lovell. Vance requested that Tori contact Melanie Dedic to discuss the knowledge she may have on the Audubon's goals and/or mission regarding Sage Grouse.

## **OLD BUSINESS**

FY 2019 Draft Budget Review – Tori provided the WCCD Board with the updated draft budget and reviewed the changes from the last board meeting. Discussions on reductions of several budget items were discussed and noted, and will be brought forward for final review during the July 6<sup>th</sup> WCCD Board meeting.

## **NEW BUSINESS**

Wyoming Public Lands Initiative (WPLI) – Karen Fenton gave an update and review of the WPLI committee discussions and information, and provided the WCCD Board with a synopsis of the proposals for the Honeycombs, Cedar Mountain Special Management Area, and Bobcat Draw. Karen discussed with the WCCD Board, talking points and guidance for the development of comments she would be submitting on behalf of the WCCD, which are due July 1<sup>st</sup>.

Rural Cost Share Program Agreement Signatures – Tori presented the Marvin Wyman Trust agreement asking for the WCCD Chairman's signature. Dave signed the agreement.

Special Discretionary Fund Agreement Signatures - Tori presented the Diesel Pickup Specialists and Sam Ray's agreements, asking for the WCCD Chairman's signature. Dave signed the agreements.

Emergency Watershed Protection (EWP) Liability- Tori provided the WCCD Board with an example of the EWP agreement between NRCS and WCCD, from last year, to discuss the responsibilities and liability of the WCCD. Tori stated that her understanding after talking with James Bauchert, NRCS EWP Program Manager, the county is the official sponsor of the EWP as they have the authority of eminent domain. WCCD is the co-sponsor, and does all paperwork, coordination, etc. Tori also stated that she talked to Laura Galloway about what would happen if the project failed for reasons of mother nature or design flaws (assuming NRCS approved the design). Laura told Tori that NRCS would be responsible for those instances.

WCCD Support Consideration of Emergency Watershed Protection (EWP) for 2018 – Tori explained that in July of 2017, the WCCD Board approved a motion to sponsor all 2017 EWP projects and asked for the WCCD Board consideration to do the same for 2018. After some discussion, Vance made a motion to approve sponsorship of all 2018 EWP projects. Susan seconded the motion. Motion carried.

WACD Awards Considerations – Tori asked the WCCD Board if they had any thoughts on WACD Award considerations.

NACD Technical Assistance Grant - Fluckiger Consulting Contract Extension – Tori presented the agreement to extend Fluckiger Consulting Contract to the end of June. Susan made a motion to extend the Fluckiger Consulting contract to June 30, 2018. Dan seconded the motion. Motion carried.

WCCD Board Up For Re-Election – Tori reported that three WCCD Board members are up for re-election; Dan Rice, Vance Lungren, and Charley Orchard. Tori stated that the members can file with the Washakie County Clerk between August 8<sup>th</sup> and August 27<sup>th</sup>.

WACD What's Up Email – Tori provided the WCCD Board with the WACD What's Up email along with the attached files; Wyofile.com, HB 178 - Public Records, and Interim Legislative Committee Update.

**CORRESPONDENCE OF HIGH IMPORTANCE:**

Special District Association Information - Email From Bobbie

- Public Records: Draft Public Records Rule Notice; Model Public Records
- Uniform Fees
- Procurement: Final Draft Procurement Rule; Draft Procurement Rule Notice

**GENERAL CORRESPONDENCE**

NACD News 0522018; Sagebrush Conservation Priorities News Release; NACD Clips 05252018; NACD Resource Newsletter; NACD News 05292018; Wyoming Wildlife Trust Meeting Notice; NACD News 06012018; Hot Springs Weed & Pest Tour; NACD News 06082018; NACD News 06052018; Big Horn Basin Dispatch 06082018; Sage Grouse News Release; NACD News 06122018; NACD Clips 06152018; Openthebooks Email;

The WCCD Board meeting was adjourned at 11:04 p.m.

Date: July 10, 2018

Respectfully submitted by: Victoria Dietz, Director

Dan Rice Vice 7-16-18  
CHAIRMAN DATE

Vance Lungren 7-16-18  
SECRETARY/TREASURER DATE