

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 19, 2017 at 7:00 p.m. in Worland at the USDA office building. WCCD Board members in attendance included; Vance Lungren, Charley Orchard, Dave Slover, Susan Pennington, and Dan Rice. Also in attendance was WCCD Director Victoria Dietz, landowner; Gary Throntveit, and Chief Washakie FFA students; Hunter Elliott, Siobhan Myers, and Ivan Perez.

Dave called the WCCD board meeting to order at 7:07 p.m.

Dan asked for a motion to adopt the WCCD June 19, 2017 meeting agenda. Charley made a motion to adopt the June 19, 2017 WCCD board meeting agenda. Vance seconded the motion. Motion carried.

The WCCD board reviewed the May 15, 2017 board meeting minutes. Charley made a motion to approved the May 15, 2017 board meeting minutes. Vance seconded the motion. Motion carried. The WCCD board reviewed the April 17, 2017 executive session minutes. Vance made a motion to approve the April 17, 2017 executive session minutes. Susan seconded the motion. Motion carried.

Tori reported the following financial account balances: WCCD main checking account; -\$6,815.23, and Money Market account; \$223,505.88. The CD balance is \$16,611.05. The May 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 \$159,707.72, which was \$187,028.66 at the same time last year.

Tori provided the WCCD Board with the monthly expenditure spreadsheet report from May 16, 2017 through June 21, 2017. Dan moved to accept the monthly expenditure report. Vance seconded the motion. Motion carried.

The following vouchers were reviewed and approved:

VOUCHER	CK NUMBER	PAYABLE TO	AMOUNT
8231	7746	Cardmember Services	3865.06
8232	7747	CTA, Inc.	400.00
8233	7748	Handford's Sprinklers	1579.00
8234	7749	Verizon Wireless	10.00
8235	Electronic	Dusty Vail	550.26

8236	Electronic	Karen Fenton	1577.71
8237	Electronic	Vanessa Woffinden	1302.60
8238	Electronic	Victoria Dietz	2684.72
8239	7750	Texas A & M	766.05
8240	Electronic	Security State Bank	1405.28
8241	7751	BlueCross BlueShield	1355.86
8242	7752	Wyoming Retirement	913.42
8243	7753	Rotary International	1400.00
8244	7754	U.S. Post Office	500.00
8245	7755	R.T. Communications	92.65
8246	7756	Serlkay Printing	662.00
8247	7757	Ace Hardware	74.73
8248	7758	Daily News	180.00
8249	7759	Karen Fenton	375.00
8250	7760	Karen Fenton	9.26
8251	7761	College of Ag	332.50
8252	7762	Tensleep Preserve	50.00
8253	7763	Chuck Holmes	65.00
8254	7764	Cardmember Services	1357.60
8255	7765	Hanford's Sprinklers	3365.00
8256	7766	Hanford's Sprinklers	160.00
8257	7767	Paxton Automotive	66.83
8258	7768	Lark Labels	329.35

DC REPORT

Dicksie Michael, acting NRCS District Conservationist, provided the below written DC Report via email, along with the Snow Report, prior to the WCCD Board meeting:

Acting DC

Dicksie Michael from the Powell NRCS Field Office will be acting DC through the end of September while Laura Galloway is on a detail (CSP Program Manager) for the State Office.

CTA Assistance

- 2 projects – pipeline problem assistance, and new pipeline system – survey/design – 3 NRCS people

Current Program Contracts

- We continue our normal designs, modifications, completing as-build's and making payments on previous year contracts. It is getting dry enough we can do more field work as weather allows.

2017 EQIP/NWQI Programs

- The Division (Big Horn, Park and Washakie) requested another 1.4 million dollars to continue funding EQIP applications. No word yet on request.
- Current EQIP obligations per subaccount – Flood - \$9218 and Grazinglands - \$12,108
- Current NWQI preapproved (In the review process) – Lower Nowater - \$493,431.

LOCAL WORK GROUP DIVISION I MEETING

- Meeting was held May 24th in Meeteetse at 1 pm. Approximately 25 people attended including Astrid Martinez – NRCS State Conservationist. Main topics were reviewing and reprioritizing resource concerns and nominating any new watersheds to the list. Minutes will be forwarded as soon as they are received.

EWP

- So far we have not had anyone come in and request assistance under the EWP program. We will continue to monitor during this springs flooding.

TRAINING/WORKSHOPS

- Emma attended the Women's Range Monitoring Workshop – June 13th sponsored by the WCCD.
- Emma and Holden attended the Plant Material Center workshop/tour in Bridger MT on June 14th.
- We are all having to complete a list of trainings to keep our certified planner status.

EMPLOYEE REPORTS:

Written reports from Karen Fenton and Vanessa Woffinden were provided to the WCCD Board via email prior to the WCCD Board meeting. Tori also provided the WCCD Board with a copy of the recent Women's Range Workshop Flyer developed by Karen.

Tori gave an update on the status of the Washakie Medical Center Rain Garden, Small Acreage Expo grant to Wyoming Department of Agriculture and Wyoming Community Foundation, and the Lower Nowater 319 grant. In addition, Tori reported on the recent meeting she had attended for the Cottonwood Grass Creek Watershed Improvement District and the teleconference she had participated in for the Nowood Watershed Improvement District.

BOARD MEMBER REPORTS:

WACD Board Meeting Report – Dan gave the WCCD Board an overview of topics that were discussed during a recent WACD board meeting.

OLD BUSINESS:

FY 2018 Draft Budget Review – Tori gave a review of the updates to the draft budget since the last board meeting. Specific items discussed regarding the budget included the WCCD Board's consideration of increasing the contribution to Meeteetse Conservation District for the Predator/SageGrouse project, consideration of having a WCCD sign made for the entrance to the USDA office, and employee wages increases as follows:

-Predator/SageGrouse Project - Dan made a motion to increase the support for the Predator/SageGrouse project to \$2500.00, with the intent of helping to meet the Meeteetse Conservation District \$20,000.00 budget for data analysis. Charley seconded the motion. Motion carried.

-WCCD Sign at USDA Entrance - Tori reported that NRCS is going to replace the sign for the entrance to the USDA Service Center, but would not allow the WCCD logo on the sign. Tori stated that Laura Galloway was told that WCCD may have a separate sign made, with the WCCD logo, to hang under the new USDA sign. Tori provided an estimate of \$152.00. Dan made a motion to approve the purchase of a sign with WCCD's logo and name, to hang with the new USDA Service Center sign. Vance seconded the motion. Motion carried.

-Employee Wage Increases – The WCCD Board, during their May 15th board meeting, had discussed the increase to the wages of the Director, Program Assistant, and increasing the budgeted hours and wage increase for the Education Specialist. Dan suggested that a specific record of wages increases in the minutes should be recorded, and the rest of the WCCD Board agreed. Dan moved to approve an increase to the Director's annual salary to \$47,476.00. Vance seconded the motion. Motion carried. Charley moved to approve an increase to the Program Assistant's hourly wage to \$15.50. Dan seconded the motion. Motion carried. Vance moved to approve an increase to the Education Specialist's hourly wage to \$13.50 and increase the hours to 850 hours. Charley seconded the motion. Motion carried.

FY 2018 Final Budget Reserve Policy - Tori provided the WCCD Board with the final WCCD FY 2018 Budget Reserve Policy, as updated during the May 15th WCCD Board meeting. The WCCD Board reviewed the final document, and added no additional changes. Charley made a motion to approve the WCCD FY 2018 Budget Reserve Policy. Susan seconded the motion. Motion carried. Dave signed the WCCD FY 2018 Budget Reserve Policy, which was attested, and also signed by Vance Lungren.

Washakie Leadership Landscape Project Photos – Tori reported that the Community Trail Beautification project has been completed, with a total cost of \$5,496.67, and stated that WCCD's contribution towards the project was \$1400.00. Tori provided the WCCD Board with before, during, and after photos of the project. Tori reported that Karen Fenton had designed a sign for the project sign board, which would be installed next week.

Bighorn River-Slick Creek Implementation Tour Planning Update – Tori reported that the RSVP deadline for the tour attendance was due last Friday, June 16th and since she had not received any calls to attend, so was going to cancel the tour, but provided the WCCD Board with the Tour flyer, which had been mailed out. The WCCD Board discussed the possibility of developing a virtual tour of the projects and post on the WCCD's website.

Internal Policy Update Consideration – Tori shared information she had received from Laramie County and Medicine Bow Conservation Districts regarding their protocol of receiving input on legislation support or nonsupport from board members outside of a board meeting. After some discussion, the WCCD Board agreed to, instead of adopting a policy to address the subject, try to achieve a better understanding of the legislation and discuss WACD's What's Up Legislative Updates in more detail during board meetings. Tori agreed that a more in-depth discussion would help her to understand WCCD's support or non-support when asked to contact legislatures.

NEW BUSINESS

Rural Cost Share Program Application - Gary Throntveit attended the WCCD Board meeting to present his project of installing a pivot sprinkler, and was asking for consideration of cost share assistance on the electrical portion of the project. Gary stated that Damon Weber currently farms the field for him. Tori provided a copy of Gary's application to the WCCD Board via the WCCD Board web-agenda. Gary also explained that he had submitted an application for the pivot portion of the project with NRCS, and would know mid-August whether or not it is funded. Gary stated that if his project is funded by NRCS, he would withdraw his application. not

WACD Award Nomination Ideas – Tori provided the WCCD Board with the WACD Award Nomination form and asked for any input on nominees. Dan suggested that WCCD nominate Steffen Cornell for Outstanding Employee. Tori said she would call Meeteetse Conservation District staff and board members to help her put together the nomination.

WyRED Presentation – Chief Washakie FFA students (Hunter Elliott, Siobhan Myers, and Ivan Perez) attended the WCCD Board meeting to present their experiences with their recent WyRED event, and thanked the WCCD Board for their support. The FFA students reported that their team won first place, and also won additional awards as individuals.

Formation of Special District Association Discussion – The WCCD Board discussed the letter from WACD, regarding the formation of a Special District Association, which had been provided by Tori. Charley made a motion to support WACD proceeding with formation steps for a Special District Association. Dan seconded the motion. Motion carried.

Potential Project - West Bank of Big Horn River at Bridge – Tori reported that Jeff Schweighart, Washakie County Emergency Management, had visited with her about the potential for a project, to remove Russian olive and to do some streambank work on the west side of the river, adjacent to the Big Horn River island project. Jeff told Tori that he had toured the area with the Army Corp of Engineers, when they were here, and discussed the island removal and the Army Corp engineer felt that the west side of the river was also affecting the island build up. Tori told the WCCD Board that she had told Jeff she would mention the potential project to the board, and also told Jeff that he might consider putting an application in.

Bighorn Forest Steering Committee Meeting – Tori reported that the next Bighorn Forest Steering Committee meeting is tentatively planned for August 31st and would send the location and time information out when available.

WCDEA Outstanding Employee Nomination Discussion – Tori asked the WCCD Board for support of nominating Karen Fenton for the Area III Employee award. The WCCD Board agreed to support the nomination.

Ten Sleep Recycling Trailer – Tori reported that Lori Hughes at the Town of Ten Sleep had called stating that the brakes on the recycling trailer were locking up and wondered if WCCD would pay for the repair. Tori told the WCCD Board that she offered to pay for the repair, but asked Lori to coordinate

getting the trailer to the repair shop. Tori stated that Lori said she would get back to Tori after she had spoken to the Ten Sleep Mayor about it. WCCD Board members agreed that the pick-up pulling the trailer may need to have their brakes adjusted instead of needing to repair the trailer.

WACD What's Up – Tori provided the WCCD Board with a copy of the May 22nd and the June 16th WACD What's Up emails, along with the following attachments: WOTUS Withdrawal Request, and Golf Tournament filer.

Executive Session - Possible Litigation – Dan made a motion to convene into executive session to discuss possible litigation. Charley seconded the motion. Motion carried. Dave called the executive session to order at 9:43 p.m. Charley made a motion to adjourn the executive session. Susan seconded the motion. Motion carried. The executive session was adjourned at 10:46 p.m.

Dan made a motion to approve the minutes as read in executive session. Vance seconded the motion. Motion carried.

CORRESPONDENCE

NACD News 05162017; NRCS News 05232017; NACD News 05232017; DEQ Nutrient Strategy; Sagebrush Landscape Program; BHB Dispatch 05292017; NRCS News 05302017; NACD News 05302017; Excess Horses Off the Range POTUS; NRCS News 06052017; NACD News 06062017; Wildland Fire Leadership; NRCS News 06132017; NACD Comments on USDA Reorganization; NACD News 06132017;

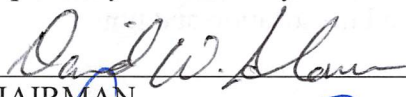
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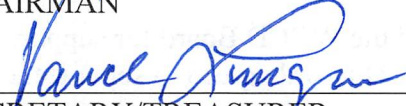
WACD What's Up 05222017; Ten Sleep Students Thank You For Teton Science School Support; New Suitewater Site Information; Nowood WID February 2017 Meeting Minutes; Wyoming Public Lands Initiative May Report from Karen Fenton;

Susan made a motion to adjourn the WCCD Board meeting. Charley seconded the motion. Motion carried. The meeting was adjourned at 10:47 p.m.

Date: June 26, 2017

Respectfully submitted by: Victoria Dietz, Director

 7/17/17
CHAIRMAN DATE

 7-17-17
SECRETARY/TREASURER DATE