

**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, March 20, 2017 at 6:00 p.m. in Ten Sleep at the Ten Sleep Senior Center. WCCD Board members in attendance included; Dave Slover, Vance Lungren, Charley Orchard, and Susan Pennington. Also in attendance was WCCD Director Victoria Dietz, NRCS District Conservationist Laura Galloway, and guests, Patty Keller and Rachel Larson.

Dave called the WCCD board meeting to order at 6:11 p.m.

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

The WCCD board reviewed the February 20, 2017 board meeting minutes. Charley moved to approve the February 20, 2017 WCCD board meeting minutes. Vance seconded the motion. Motion carried.

Tori reported the following financial account balances: WCCD main checking account; \$19,662.30 and Money Market account; \$219,142.43. The CD balance is \$16,539.19. The February 2017 bank statements for the main checking and money market accounts were reconciled by Tori Dietz and the reconciliation reports were provided. Tori reported that the mill levy funding received to date was \$129,898.71, which was \$148,968.64 at the same time last year. Charley moved to accept the financial report reconciliation reports for both accounts. Vance seconded the motion. Motion carried.

Tori provided the WCCD Board with the monthly expenditure spreadsheet report from February 21, 2017 through March 20, 2017. Susan moved to accept the monthly expenditure report. Charley seconded the motion. Motion carried.

The following vouchers were reviewed and approved:

<b>VOUCHER</b>	<b>CK NUMBER</b>	<b>PAYABLE TO</b>	<b>AMOUNT</b>
8165	7695	Chuck Holmes	65.00
8166	Electronic	Security Bank	1092.98
8167	DD1013	Karen Fenton	1271.60
8168	DD1014	Vanessa Woffinden	360.17
8169	DD1015	Victoria Dietz	2684.70

8170	7696	R.T. Communications	92.57
8171	7697	Verizon Wireless	10.00
8172	7698	Wyo. Retirement	852.92
8173	7699	BCBS	1355.86
8174	7700	Delta Dental	74.50
8175	7701	LGLP	931.00
8176	7702	Daily News	253.53
8177	7703	Serlkay Printing	93.75
8178	7704	Cardmember Service	1120.35
8179	7705	WC School Dist. 1	200.00
8180	7706	Chuck Holmes	65.00

## DC REPORT

Laura Galloway provided the below written DC Report via email prior to the WCCD Board meeting.

### Assistance given to the District

- Riverside park – Engineering Assistance
- Rod Webb – Engineering assistance

### 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 March 16th in Greybull. We went over several applications/plans from each office.
- The purpose of the meeting was to make sure we were all on the same page with writing the plans and reviewing each other's plans.
- Division I received \$546,587 in funding for FY 2017. We funded the following:
  - the top 2 of 8 Flood applications – 6.9% (\$37,018)
  - the top 1 of 8 infrastructure applications – 2. % (\$10,887)
  - the top 2 of 4 range applications – 12.2% (\$66,548)
  - the top 6 of 29 sprinkler systems - 78.9% (\$430,427)
  - 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 – 2 applications were funded for \$ 87,218
  - Socially Disadvantaged – 1 application was funded for \$ 76,561
  - Russian Olive Removal \_ 1 application was funded for \$ 9,313
- We have the contracts written for all of these. They have gone through a peer review so we can send them off to the Area and State office for approval.

## NWQI

Slick Creek / Sage Creek

2013 9 contracts – 11 pivots \$ 716,411

2014 10 contracts – 9 pivots, 3 gated pipe projects \$ 625,511  
2015 9 contracts – 8 Pivots, 2 gated pipe projects \$ 569,103  
Total for Sage Creek / Slick Creek 28 contracts – 28 pivots, 5 gated pipe projects - \$ 1, 911,025

#### Nowater Creek

2016 We received \$334,094 for the lower Nowater HUC  
We had enough money to fund the top four applications. These will cover 6 pivot projects, using \$311,137 of our allocation.

2017

- We have 6 applications for NWQI. The estimated cost of those is \$495,263 total.
- With the \$490,000 we should get in funds, we will be able to fund the top 5 and possibly the 6<sup>th</sup> depending on getting a little extra money from Big Horn County or the state EQIP account.
- We have written these contracts, just waiting on eligibility for one of them. Then they will need peer review and Area/State office approval before obligation.
- I attended the Steering committee meeting to give them an update on the NWQI program, contracts written, pivots installed and cost share dollars spent.

#### **EWP**

- We have been monitoring for damage from flooding and the ice jam. I have had a couple people ask about what the program will help with as they had erosion on their stream banks. But neither project fell into the emergency criteria required for the program.
- I attended the February 21<sup>st</sup> Commissioners meeting along with James Bauchert, State soil Scientist, and Tori to see if they would be willing to be a co-sponsor for the program due to the imminent domain authority that is required.
- They have agreed to co-sponsor as long as they just have to turn in a letter saying they have the authorities needed. One of the commissioners was a little hesitant due to the imminent domain part. But they sent a letter stating they have those authorities and signed the form needed to make them co-sponsors. We will need your signature on that form also.

Tori presented the WCCD Board with the EWP form from NRCS, that Laura asked for a WCCD Board member signature on, and explained that the WCCD Board had agreed during their February 20, 2017 board meeting to coordinate with Washakie County on EWP projects in 2017. Dave signed the NRCS form; Assurances Relating To Real Property Acquisition.

Laura also provided the March 20, 2017 Snow Report, which was emailed to the WCCD Board previous to the WCCD Board meetings.

#### **EMPLOYEE REPORTS:**

The WCCD Board reviewed the written monthly employee reports from Karen Fenton and Vanessa Woffinden, and agreed that both employees continued to do a great job for the WCCD.

NUTBAL Workshop Flyer – Tori provided the WCCD Board with the NUTBAL Workshop flyer, for the upcoming April 12<sup>th</sup> workshop, Karen Fenton was organizing.

## **OLD BUSINESS**

WCCD Natural Resource Land Use Plan Final Review – Tori provided the WCCD Board with comment documents from the Bighorn Forest, Worland BLM, and local citizen, Dick Kroger. Tori stated that Dick Kroger's comments were received 5 days after the comment deadline. Tori also provided the WCCD Board with the comment and response document Karen Fenton had developed, to the Bighorn Forest and the plan version that that been commented on, with suggested edits in the margins. The WCCD Board reviewed and discussed the comment responses and plan edits developed by Karen Fenton. The WCCD Board agreed to only respond to comments they had received by the comment deadline of March 7<sup>th</sup>. Vance made a motion to approve the adoption of the WCCD Natural Resource Land Use Plan 2017 as finalized during the meeting. Charley seconded the motion. Motion carried. All WCCD Board members present, signed the adoption resolution. Dave Slover signed the Rules & Regulations form that will be submitted with the final plan, to the Washakie County Clerk.

Middle Big Horn River Level I Funding Update - Tori provided the WCCD Board with the letter she had submitted on behalf of the WCCD Board, to the Wyoming Water Development Commission, asking to roll over the Middle Big Horn River Level I Study application, and asking that the application be placed as a priority for next year. Tori stated that the WCCD request was due to only half of the level I study applications being funded this year due to budget cuts.

Update on NRCS MOU with WCCD - Tori reported that she had noticed that the Cooperative Agreement, that had been submitted to NRCS last year, had still not been returned and signed by NRCS. Tori stated that she had asked Bobbie if she had heard anything about it and that Bobbie was checking into it.

Cell Phone Recycling Program - Tori provided the WCCD Board with a copy of the email from Karen Fenton regarding disposal protocol and the guidelines from the company WCCD would be using for the Cell Phones to Soldiers recycling program. The WCCD Board discussed the different choices of where the cash would be directed if the phones were recycled. Susan made a motion to support the Cell Phones to Soldiers recycling program and that the phones be refurbished if possible, but if they needed to be recycled, the proceeds would go towards emergency funds to soldiers. Charley seconded the motion. Motion carried.

Sagebrush Focal Area (SFA) Withdrawal EIS Comment Input – Tori provided a draft comment letter regarding the SFA Withdrawal EIS she had written on behalf of the WCCD Board, asking for input. Vance made a motion to approve the SFA Withdrawal EIS comment letter as written. Susan seconded the motion. Motion carried. Dave signed the letter.

Rod Webb/WCCD Rural Cost Share Program Agreement - Tori presented the WCCD Board with the project agreement signed by Rod Webb, asking for the WCCD Board member signatures. The WCCD Board members in attendance, sign the agreement.

## **NEW BUSINESS:**

Washakie Leadership - Special Discretionary Funds Application – Washakie Leadership representatives Patty Keller and Rachel Larson, attended the WCCD Board meeting to present their project application for the Community Trail Beautification project along the Airport Road walking path. Patty stated that they were waiting on a grant from SHOPKO to help fund the project as well, and were asking for \$1400.00 from WCCD to help pay for the plants and interpretative sign. After some discussion, Susan made a motion to approve funding for the Community Trail Beautification project from Washakie Leadership, contingent upon the plants being identified on the sign and the WCCD Logo being placed on the sign to be recognized as a funding source. Vance seconded the motion. Motion carried.

WACD Legislative Final Update #11- Tori provided the WCCD board with a copy of the final legislative update #11.

Bighorn Forest Steering Committee Meeting - Tori provided the WCCD Board with a copy of the upcoming Bighorn Forest steering committee meeting agenda, which will be held on May 4th at the Lovell Fire Hall from 10:00 a.m. to 3:30 p.m.

National Association of Conservation Districts (NACD) Urban Conservation Grant Possibilities – Tori provided the WCCD Board with an overview of a grant from NACD for urban conservation projects, and stated that Karen had organized a meeting for March 22<sup>nd</sup> for community members interested in recycling. Tori stated that the goal for the meeting was to discuss applying for the grant and brainstorm ideas for the grant, such as a community compost program, and to also discuss what other ways to move recycling efforts forward in the community. Tori stated that the grant was due May 16<sup>th</sup> and she wanted to ask for WCCD Board support for Karen to move forward with her efforts for the grant. Charley made a motion to approve moving forward with the grant application to NACD for an urban conservation project. Vance seconded the motion. Motion carried.

Washakie Watersheds Steering Committee Meeting - Tori provided the WCCD Board with the March 14, 2017 steering committee meeting notes, the application from South Flat Land & Livestock for the “Pipeline Pivot Drain Crossings” and the ranking sheet completed by the steering committee. Tori reported that the project had ranked 95 points, which was a high ranking, and was recommended by the steering committee, to be funded through the WCCD’s 319 Bighorn River-Slick Creek Watershed Program. After some discussion, Charly made a motion to approve funding for South Flat Land & Livestock’s Pipeline Pivot Drain Crossings project. Susan seconded the motion. Vance abstained from voting due to a conflict of interest. Motion carried. The WCCD Board members present, signed the application.

Big Horn Basin Sage Grouse Working Group Support Letter – Tori reported that Vance Lungren had an interest in serving on the Big Horn Basin Sage Grouse Working group and she had written a letter on behalf of the WCCD, to ask consideration and offer support for Vance to serve as a board member. Tori presented the letter to the WCCD Board asking for their approval. Susan made a motion to approve the support letter to the Big Horn Basin Sage Grouse Working Group, for Vance Lungren. Charley seconded the motion. Motion carried.

Bridger Plant Materials Center Board Member Solicitation – Tori stated that she had received notice from WACD that there was need of a conservation district board member to serve on the Bridger Plant Materials Center board. Charley stated that he was interested in applying for the position. Tori said she would contact WACD to find out what was needed to apply.

**GENERAL CORRESPONDENCE:**

Owl Creek Watershed Meeting Email; Owl Creek Interview Questions; NRCS News 02202017; NACD News 02212017; Farm Bill Forestry Hearing Notice; NACD Resolution Report; NACD Resolution Assignments; NRCS Conservation Planning Web Conference Agenda; NACD CEO on Farm Bill; NRCS News 02272017; NACD News 02282017; Forestry Webinar March 10; Trich Programs; Bighorn Forest Accomplishments Report; Governor Mead Wolf Delisting News Release; Legislative Update #10; Wolf Litigation Success; NACD News 03082017; Chamber News; Job Fair Poster; Senate\_BLM Planning Rule News Release; NRCS News 03092017; Ag & Hort News; BHB Dispatch 03132017; NACD News 03142017;


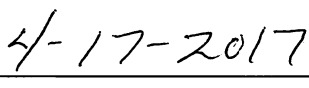
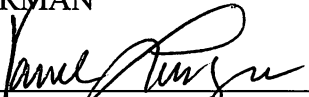
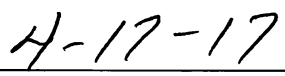
**CORRESPONDENCE OF IMPORTANCE FOR BOARD MEETING REFERENCE:**

Dan Rice/Representative Greear SF 91 Non Support Email; Nowood WID Annual Report; Cottonwood Grass Creek Annual Report; Nutrient Workgroup Email & Attachments from WACD; Middle Bighorn River Level I Letter From WCCD & SBHCD Request to Roll Over Into Next Year

Susan made a motion to adjourn. Charley seconded the motion. Motion carried. The meeting was adjourned at 8:25 p.m.

Date: April 4, 2017

Respectfully submitted by: Victoria Dietz, Director

	
CHAIRMAN	DATE
	
SECRETARY/TREASURER	DATE