

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, May 15, 2017 at 7:00 p.m. in Ten Sleep at the Ten Sleep Senior Citizens Center. WCCD Board members in attendance included; Vance Lungren, Charley Orchard, and Dan Rice. Also in attendance was WCCD Director Victoria Dietz, and NRCS District Conservationist Laura Galloway.

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

Dan asked for a motion to adopt the WCCD May 15, 2017 meeting agenda. Charley made a motion to adopt the May 15, 2017 WCCD board meeting agenda. Vance seconded the motion. Motion carried.

The WCCD board reviewed the April 17, 2017 board meeting minutes. Dan asked that the minutes be corrected for accuracy and offered the following amendment: Delete last sentence under New Business, Executive Session, "No action was taken during the executive session". Replace deleted sentence with, "Vance made a motion to approve the minutes of the executive session as read. Charley seconded the motion. Motion carried." Charley moved to approve the April 17, 2017 WCCD board meeting minutes as amended. Vance seconded the motion. Motion carried.

Tori reported the following financial account balances: WCCD main checking account; \$803.66, and Money Market account; \$212,998.30. The CD balance is \$16,539.19. The April 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 \$136,706.44, which was \$155,210.97 at the same time last year. Vance moved to accept the financial report reconciliation reports for both accounts. Charley seconded the motion. Motion carried.

Tori provided the WCCD Board with the monthly expenditure spreadsheet report from April 18, 2017 through May 15, 2017. Charley 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
8208	7728	SFLL	6,606.62
8209	7729	Chamber of Comm.	150.00
8210	7730	Lawyer Nursery	171.80
8211	7731	Elianna Baumstarck	40.00
8212	7732	Bree Jackson	40.00
8213	7732	Verizon Wireless	10.00
8214	Electronic	Dusty Vail	288.13
8215	Electronic	Karen Fenton	1398.16

8216	Electronic	Vanessa Woffinden	996.45
8217	Electronic	Victoria Dietz	2684.70
8218	7734	Chuck Holmes	65.00
8219	7735	Wyoming Retirement	877.94
8220	Electronic	Security Bank	1269.20
8221	7736	BCBS	1355.86
8222	7737	WEBT	13.88
8223	7738	VOIDED	0
8224	7739	Campbell Co. CD	800.00
8225	7740	R.T. Communications	92.65
8226	7741	WACD	69.00
8227	7742	Karen Fenton	90.00
8228	7743	Kennedy Ace	15.98
8229	7744	Daily News	108.00
8230	7745	Vanessa Woffinden	33.00

DC REPORT

Laura Galloway provided the below written DC Report via email, along with the Snow Report, prior to the WCCD Board meeting:

Assistance given to the District

- Gooseberry – Tree Plantings and site evaluations (3 NRCS people)
- Louis Pfrangle – Engineering Assistance - Pipeline

CTA Assistance

- Hot Springs County 4th grade Field Day (3 NRCS people) 40 students
- Irrigation Water Management assistance – Larry Murphy, Dave Asay
- Big Horn Basin ESD field Day
- Assisted UW Extension employees with Fertilizer recommendation information.
- Survey in Ditch - Vigil

Current Program Contracts

- We continue our normal designs, modifications, completing as-built'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

- On Monday the 8th we received additional dollars to fund the last application we had for FY17. The plan/contract is written and sent off for Peer review.
- These contract are almost all reviewed. I will be sending you the maps to review the week of the 17th.

LOCAL WORK GROUP DIVISION I MEETING

- Just a reminder the meeting will be May 24th in Meeteetse at 1 pm. I have not seen the ad come out yet, but will let you know more information when I receive it.

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

- We have an area meeting in Casper the 17th and 18th of May.
- Holden is going to a weeklong CNMP training in Montana the week of May 22.

We are all having to complete a list of trainings to keep our certified planner status.

Tori asked Laura for an updated NWQI funds report for the Bighorn River/Nowater Watershed to date. Laura stated that she would send the information out when she had it.

Laura provided the WCCD Board with a copy of the ad the WCCD had purchased, which had been published in the Daily News and discussion was held regarding the size of the ad. Tori suggested that next year, one ad be purchased at a larger size instead of two small ones, so the public would be more apt to notice the ad.

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 NACD Urban Community Grant which had been written and submitted by Karen, and the sign Karen had designed for the Washakie Leadership Landscape Design sign structure.

Tori gave a detailed update on the status of the Washakie Medical Center Rain Garden and issues she had been having with the contractor, SWI, her work with CTA, the architect who had designed the garden, and her meeting with Mark Schlattmann at Washakie Medical Center to help her resolve the issues. Tori stated that her goal now, is to hire a local landscape company to fix the issues created by SWI, and finish the garden by mid June. Tori explained that the Rain Garden was a part of two Big Horn River/Slick Creek Watershed grants; Dept. of Ag, and 319, and stated that a tour is also part of both grants and is planned for June 24th.

Tori also gave the WCCD Board an update on the following: NACD Compost Grant, Outdoor Classroom Range Grass Plots, Washakie Leadership Project, Gooseberry Plantings/Status of Grass Plots, and Water Quality Monitoring.

BOARD MEMBER REPORTS:

Sage Grouse Working Group – Vance reported that he had been appointed to the Sage Grouse working group and that Kathleen Jachowski had resigned from the group.

OLD BUSINESS

Fiscal Year 2018 Draft Budget – Tori provided the WCCD Board with the FY 2018 draft budget and reviewed the updates to the draft since the April WCCD board meeting. Specific discussions were held regarding proposed employee wage increases. Vance made a motion to approve the draft FY 2018 WCCD budget. Charley seconded the motion. Motion carried. Tori reported that she will be submitting the draft FY 2018 budget to Washakie County and the Department of Audit by the June 1st deadline.

Reserve Fund Policy Review - Tori presented a draft of the updated WCCD Reserve Fund Policy and explained the updates she had made as per direction by the WCCD Board during the April WCCD Board meeting. The reserve policy was updated to make reference to WCCD's Working Budget and include a maximum amount to be held, in the "Other Reserved fund balances" section. The WCCD Board will not be using the Emergency Reserve or the Capital Construction sections of the template, so asked Tori to remove those sections in the final draft. Tori will update the policy accordingly and bring the final draft for WCCD Board approval at the June WCCD board meeting. Tori stated that there is supposed to be a separate bank account for each reserve fund and the WCCD Board agreed to discuss the opening of additional accounts after the July budget hearing and budget adoption.

Internal Policy Update Consideration – The WCCD Board discussed whether or not to have a specific policy regarding support or non-support of legislation between board meetings, when WACD requests that legislatures be contacted. Dan explained that when WACD sends out a request to support or not support legislation and Tori forwards it on, asking for input, the reply email from board members should only provide positions, not debate or discussions. Dan suggested that Tori contact several other conservation districts to see how they handle that situation and report back to the WCCD Board at the June meeting.

Bighorn Forest Steering Committee Meeting – Tori reminded the WCCD Board of the upcoming Bighorn Forest Steering Committee meeting to be held on June 1 at the Lovel Fire Hall. Dan stated that he planned to attend.

NEW BUSINESS

Potential GIS Project to Benefit WCCD – Tori reported that Karen Fenton had been taking a GIS class and would like input from the WCCD Board on GIS project ideas Karen could do for WCCD as a class project. Tori gave the WCCD Board a few examples of what others had done and provided a slide show from Karen, that had been done by someone else. After some discussion, the WCCD Board agreed that a GIS product they could see as beneficial to WCCD could include a map of the different cost share projects that have been completed over a 5-year time period, with photos, partners, and cost breakdowns. Also suggested was having the map show different colored dots to depict whether they are 319 projects, WDA grant projects, WCCD On-The-Ground projects, or National Water Quality Initiative projects. The GIS product could be put on the WCCD Website to be interactive.

Wyoming Water Development Draft Criteria Comments- Tori reported that she had not had time to develop comments on the document.

Bridger Plant Materials Center Field Day – Tori reminded the WCCD Board about the upcoming Bridger Plant Materials Center Field Day to be held on June 14th in Bridger. Tori stated that she and Karen planned on attending.

WyRED - Sponsoring Four Chief Washakie FFA Students – Tori reported that she sent in registration funds for four Chief Washakie FFA students to attend the upcoming WyRED camp, to be held in Newcastle this year.

Subdivision Review - Red Reflet – Tori presented the soils investigation letter she had developed for the Washakie County Planner and Red Reflet Ranch. Vance made a motion to approve the soils investigation letter developed by Tori using the NRCS Soils website. Dan seconded the motion. Motion carried, with Charley voting against the motion.

Big Horn River Island Removal - WCCD Board Ranking Test – The WCCD Board discussed the possibility of receiving an application for cost share help to remove the island adjacent to Riverside Park, which was identified as causing the ice jam last winter. The WCCD Board ran the project scenario through their ranking questions and agreed that the project would meet public benefit test. The WCCD Board asked Tori to contact Terry Wolf, Washakie County Commissioner, to let him know that if they decided to move forward with the project, they were welcome to apply for the Rural Cost Share program.

Cottonwood Grass Creek Watershed Improvement District (WID) Meeting – Tori reported that she had received an email from Mike Healy, Chairman of the Cottonwood Grass Creek WID, regarding proposed dates for a joint WID/conservation district meeting. Mike offered May 24, 25, or 26 @ 2 p.m., to be held at the Hot Springs Weed & Pest District. After some discussion, the WCCD Board agreed that May 26th would work the best. Tori will email Mike and let him know.

