

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 amendment hearing on Monday, May 21, 2018 at 7:00 p.m. in Worland at the WCCD Office. WCCD Board members in attendance included; Vance Lungren, Charley Orchard, and Susan Pennington. Also, in attendance was WCCD Director Victoria Dietz, NRCS District Conservationist Laura Galloway, and guests; LeJay Mascaro and family, Wade Wyman, Mark Dooley, Sam & Susan Ray, & Amy Baugh.

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

Charley made a motion to approve the WCCD May 21, 2018 meeting agenda. Susan seconded the motion. Motion carried.

The WCCD Board reviewed the April 16, 2018 board meeting minutes. Susan made a motion to approve the April 16, 2018 minutes as read. Charley seconded the motion. Motion carried.

The WCCD Board April 16, 2018 Executive Session Minutes were signed, which were previously approved at the April 16, 2018 WCCD Board Meeting.

Tori reported the following financial account balances: WCCD main checking account; \$1,976.20, Main Money Market account; \$131,785.90, Emergency Reserve Money Market account; \$76,289.16, Depreciation Reserve Savings account; \$1,003.94, and CD balance; \$16,697.12. The April 2018 bank statements for all accounts were reconciled by Tori Dietz and all reconciliation reports were provided. Tori reported that the mill levy funding received to date was \$137,488.43.

Tori provided the WCCD Board with the monthly expenditure spreadsheet report from April 17, 2018 through May 21, 2018. Charley moved to accept the monthly expenditure and financial report. Susan seconded the motion. Motion carried.

The following vouchers were reviewed and approved:

Date	Payment To	Invoice Number	Check Number	Amount
4/17/2018	Wyoming Natural Resource Trust	8496	7959	\$100.00
4/17/2018	WACD	8497	7960	\$750.00
4/23/2018	Verizon Wireless	8498	7961	\$10.00
4/24/2018	Washakie County Weed & Pest	8499	7962	\$6,000.00
4/26/2018	Signs of Sutherland	8500	7963	\$248.00
4/30/2018	Dusty Vail	8501	Electronic	\$468.22

4/30/2018	Karen Fenton	8502	Electronic	\$1,603.36
4/30/2018	Melanie Dedic	8503	Electronic	\$1,352.67
4/30/2018	Victoria Dietz	8504	Electronic	\$2,010.18
4/30/2018	Security State Bank	8505	Electronic	\$1,558.38
4/30/2018	Wyoming Retirement System	8506	Electronic	\$1,000.00
5/4/2018	Susan Carrell	8507	7964	\$100.00
5/4/2018	Wyoming Retirement System	8508	7965	\$974.39
5/4/2018	BlueCross BlueShield	8509	7966	\$1,355.86
5/4/2018	WACD	8510	7967	\$65.90
5/4/2018	R.T. Communications	8511	7968	\$92.83
5/4/2018	Kennedy Ace Hardware	8512	7969	\$58.47
5/4/2018	Fluckiger Consulting	8513	7970	\$4,000.00
5/4/2018	M & C Trust	8514	7971	\$5,000.00
5/4/2018	Signs of Sutherland	8515	7972	\$234.00
5/4/2018	Serlkay Printing	8516	7973	\$680.00
5/11/2018	Washakie County Extension	8517	7974	\$150.00
5/11/2018	Cardmember Service	8518	7975	\$3,248.34
5/17/2018	Popo Agie CD	8519	7976	\$800.00
5/17/2018	Native Advice	8520	7977	\$132.19

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: Lane 12 Pipeline Project, Lane 14 Pipeline project, Road 13 pipeline project, Vera Eckart Irrigation pipeline, Usifusa Farms construction inspection/trip report.

CTA Assistance: Phone calls with assistance on Soils, Irrigation Water Management, and Grazing Plans, fencing, pollinator planting and cover crop seeding; In field locate an old well with GPS; Flood water damage calls.

EQIP

- We have completed the contracts. 2 of the 4 have been approved and waiting on producer signatures. The other 2 should be approved soon.
- We have been reviewing applications for the other counties in our Division
- 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
- The LWG minutes were sent out
- Astrid, our state Conservationist is coming to Washakie County on May 24th to tour some of our projects and see what we have been doing.

- The DUNS/SAM number is no longer required for entities. (This is a big item as it was a really time consuming and confusing process for our producers to fill out. It also had to be updated on a yearly basis.)

Laura reported that she would like the WCCD Board to review contracts and provide input. Laura stated that she would be emailing the contract information to Tori by the end of the week. Once she has addressed any requests of changes, would like a representative of the WCCD Board to signed them.

EMPLOYEE REPORTS:

Tori provided the WCCD Board with her April Timesheet and reported on the following: Household Waste Collection Day Event Update; Schatz/Geis Road 13 Project Update; Sage Creek Land & Cattle/McKinnon Lane 12 Mainline Project Update; L2S LLC Land 12 Wastewater Project Update; Hanover Spillway Project Support Letter; NACD TA Grant Projects Update; Middle Big Horn Level I Study Consultant; Paxton Berm EWP; Outdoor Maintenance Update; Outdoor Classroom Update

Karen Fenton's and Melanie Dedic's monthly report were provided to the WCCD Board previously via email.

Tori provided the WCCD Board with a copy of the BLM Wild Horse Management Scoping Comments which had been developed by Karen, and also provided a copy of the WDA Water Quality Grant Proposal for the Nowood Watershed Water Development, which was also developed by Karen.

OLD BUSINESS

Bighorn Forest Steering Committee Meeting Agenda – Tori reminded the WCCD Board of the upcoming Bighorn Forest Steering Committee meeting on May 30th.

NEW BUSINESS

Special Discretionary Fund Applications:

- PV Solar - Sam and Susan Ray were in attendance to present their proposed PV Solar project on their South Gooseberry Allotment, explaining that they currently use a generator to fill the water tank and have to drive quite a ways to start it every day. The WCCD Board discussed the public benefit of the project, specifically the reduction of fossil fuels and having the ability to further distribute water for improved range management regarding wildlife and livestock. Susan made a motion to approve funding of up to 50% cost share, up to \$2,500.00 for the PV Solar project for Sam Ray. Charley seconded the motion. Motion carried.

-Rain Garden/Stormwater Retention Ponds - Amy Baugh, representing Diesel Pickup Specialists (DPS), was in attendance to present her proposal to install two stormwater retention ponds, which will include landscaping with rock and xeriscape plants. Amy explained the project, showing a draft design from her contract Wyatt Molzan. Amy stated that the City of Worland is requiring that none of the rain water leave the property and this project would alleviate that issue. The WCCD Board discussed the public benefit of the project, specifically the elimination of sediment reaching the stormdrain, which flows to the Big Horn River. Charley made a motion to approve the Rain Garden/Stormwater Retention Pond for DPS, for cost share up to 50%, up to \$2,500.00. Susan seconded the motion. Motion carried.

Rural Cost Share Program Application – Wyman Buried Dirt Ditch – Wade Wyman, LeJay Mascaro, and Mark Dooley were in attendance to present the project on behalf of Marvin Wyman to bury a dirt ditch, which also runs across land owned by Bobby Brubaker. In summary, the existing ditch is eroding and is also causing seepage and flooding to some areas and by burying the ditch, it would eliminate excess sediment reaching Ten Sleep Creek. The WCCD Board discussed the public benefit of the project, specifically the improvement of the water quality. Charley made a motion to approve the buried ditch project for Marvin Wyman for up to 50% cost share, up to \$10,000.00. Susan seconded the motion. Motion carried.

Budget Amendment - Public Hearing – Vance called the Fiscal Year 2018 budget amendment hearing to order at 8:56 p.m., which no public present. Tori reviewed the amendments to the budget. Susan made a motion to approve the Fiscal Year 2018 Budget Amendments. Charley seconded the motion. Motion carried. The hearing was adjourned at 9:04 p.m.

WCCD Draft Budget Review – Tori presented the Draft Fiscal Year 2019 Budget to the WCCD Board by going through each line item that had increased, decreased, or was proposed new this coming fiscal year. Discussion was held, and it was discovered that the NACD Technical Assistance expense budget included the cash match, which should be a reduction to the Technical Assistance Reserve account. Charley made a motion to approve the WCCD Draft Fiscal Year 2019 Budget, with the adjustment of the NACD Technical Assistance expense and the Technical Assistance Reserve account. Susan seconded the motion. Motion carried.

Tori presented the proposed Reserve Account contributions. Tori reported that the Department of Audit required that a separate motion was needed for each Reserve Account contribution but was unclear if that was needed for the draft or just the final budget. No motions were made regarding the Reserve Accounts.

Weed ID Day Sponsorship Request- Weed Pull Day Flyer – Tori provided a flyer from the Big Horn Forest, which included WCCD as a sponsor for the event, which will be held on June 9th. Tori requested that the WCCD Board consider sponsoring the event by sharing in the lunch costs with Washakie County Weed and Pest. Tori stated that there may be approximately 30 lunches provided. Charley made a motion to sponsor the Weed ID Day with Washakie County Weed and Pest. Susan seconded the motion. Motion carried.

WACD What's Up 04242018 – Tori provided the WACD What's Up documents, which were dated April 24, 2018. No discussion was held.

BLM Standards & Guidelines Review Notice – Tori provided the WCCD Board with a letter from the Worland BLM regarding the renewal of their Standards and Guidelines for some BLM allotments. Tori asked the WCCD Board if they would like Karen to identify any of the allotments in Washakie County and reach out to those producers to offer any assistance. The WCCD Board members agreed to have Tori move forward with her suggestion.

OTHER BUSINESS

Community Center Trees – Vance reported that he had noticed several dead trees at the Community Center. Tori stated that she would contact Brian Berky at the City of Worland to let him know.

GENERAL CORRESPONDENCE

Federal Register 04192018; NACD Clips 04202018; Keith Grant NACD Clips Email; Wyoming Lvstk Brd Meeting Announcement; Wyoming Lvstk Brd Meeting Agenda; Big Horn Basin Dispatch 02212018; Barrasso FS Fires & Grazing Program; NACD Clips 04272018; State Revolving Funds Meeting; Special District Association Meeting; Pest Control Workshop Flyer; NACD Clips 050418; NACD News 050418; Joint Corporations Meeting; WDA Comments on Fifteenmile Horse Gather; NACD News 05112018; MCD Comments on Fifteenmile Horse Gather; NACD Clips 05112018; Special District Assoc. May 24 Agenda; Special District Assoc. Draft Bylaws; NACD News 05142018;

The WCCD Board meeting was adjourned at 10:04 p.m.

Date: June 8, 2018

Respectfully submitted by: Victoria Dietz, Director

David W. Slaw 6/18/18
CHAIRMAN DATE

Vance King 6-18-18
SECRETARY/TREASURER DATE