

WASHAKIE COUNTY CONSERVATION DISTRICT
208 Shiloh Road
WORLAND, WYOMING 82401

MINUTES OF MONTHLY BOARD MEETING

The Washakie County Conservation District (WCCD) held their monthly meeting Monday, February 16, 2015 at 7:00 p.m. in Worland at the WCCD office. Members in attendance were; Dan Rice, Kitsy Barnes, Vance Lungren, and Charley Orchard. Also in attendance was Victoria Dietz; WCCD District Director. Guests in attendance were Kristi Robison; Paintrock Consulting, and Steve Snyder; local landowner.

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

The board reviewed the January 19, 2015 board meeting minutes. Kitsy moved to accept the board meeting minutes as read. Vance seconded the motion. Motion carried.

Tori reported the following financial account balances: WCCD main checking account; -\$8,667.22 and Money Market account; \$262,528.63. The CD balances were \$6,305.71 and \$10,091.35. The January bank statements for the main checking and money market accounts were reconciled by Kitsy Barnes. Charley moved to accept the financial statement and the reconciliation reports for both accounts. Kitsy seconded the motion. Motion carried. Tori reported that the mill levy funds received to date is \$145,311.10 and is higher than this time last year.

The following vouchers were reviewed and approved:

VOUCHER	CK NUMBER	PAYABLE TO	AMOUNT
7586	7238	MP Excavation	76,090.00
7587	7239	Washakie Weed & Pest	48,489.05
7588	Electronic	Susan Carrell	92.21
7589	Electronic	Victoria Dietz	2670.77
7590	7240	Community Center	225.00
7591	7241	R.T. Communications	88.39
7592	Electronic	Security Bank	872.00
7593	7242	Wyo. Retirement	568.80
7594	7243	Daily News	170.24
7595	7244	BlueCross BlueShield	1,279.11

7596	7245	Chamber of Commerce	250.00
7597	7246	Jerry Kysar	10,000.00
7598	7247	Jerry Spadt	3,000.00
7599	7248	Hefenieder Family	8,500.00
7600	7249	Paintrock Consulting	1,125.00
7601	7250	Cardmember Service	3,300.70

NRCS REPORT

Holden Hergert, acting DC was not in attendance, but provided the WCCD Board with the following written DC Report:

NWQI - We have finished ranking applications and have done cost estimates for all of the projects. We have seven applications that we screened as medium or high priority. We anticipate that we will be able to fund all of these projects although we still have not been given the allocation dollar amount. There are seven applications; seven pivot sprinklers, and one gated pipe project totaling \$435,268 estimated cost, which is less than last year.

Grants - Sage Creek As-Built was completed by Allen Croft and Ray Gullion. Schreibeis Russian Olive Removal was As-Built 2/12/15. It looks really good and Gene has been spraying resprouts as well. He also completed some mechanical removal on the neighbors place even though it was outside of the project area. We have not heard back yet from Hefenieders. Jerry Kysar let us know that the pivot is installed but we are waiting for Jerry to tell us when all of the pivot apparatuses (flow meter, air vents, etc.) are done before we do a final project As-Built.

EQIP 2015 - All applications have been ranked for Washakie County. Waiting for Area Office to tell us how much money our division will get. We have not been given our total allocation for 2015 EQIP but have been told unofficially that it should be close to last year's allocation minus 10 percent. Approved applications will be planned and in pre-contract status submitted to Area office for review 4-1-15. Contracts will be signed and obligated by 6-1-2015. Historically underserved applications will be sent to a state account to be obligated with money set aside for them. (Low income, beginning farmer/rancher, veteran, etc.).

CSP 2015 – General Application: CSP general signup application deadline is February 27, 2015. Application will be sent to the Area Office for review by May 22, 2015. Contracts will be obligated by Aug 3, 2015.

CSP – Renewal Applications (2011 CSP Contracts): Deadline for applicants to submit renewal application is March 31, 2015. Deadline for submittal to AO for review is July 15, 2015. Final contract obligation deadline is November 1, 2015.

DIRECTOR/PROGRAM ASSISTANT/EDUCATION SPECIALIST REPORTS

Tori had previously provided her board report via email. Items not included in the below agenda were reported as follows:

Small Acreage Workshop Grant Update – Tori reported that WCCD had been awarded a Barnyard Backyard Small Acreage Grant, which will assist with funding the upcoming Small Acreage Workshop on March 7th at the Community Center. Tori stated that the workshop agenda will include Healthy Soils, Traditional Composting, Composting with Worms, Straw Bale Gardening, Rain Gardens, Starting Seeds, and Saving Seeds.

Watershed Improvement District Attorney General Letter Update – Tori reported that she had heard back from Justin Caudill, Dept. of Ag, stating that he had visited with the AG's representative to the Dept. of Ag regarding the response time anticipated for receiving an opinion. Justin said that the letter is going through the process with no end date known, but will forward on as soon as he hears back. Justin added that, with the legislative session going on, it is a little slower getting through this process.

Jerry Spadt EWP Progress Report – Tori reported that Jerry Spadt's EWP streambank project has been completed and certified and WCCD has received funds from NRCS and Mr. Spadt, to pay the contractor for their work.

WESTI Ag Days Report – Tori reported that WESTI Ag Days was very successful this year, due partially to the work that Caitlin Youngquist, Extension Educator, has done, and also the selection of sessions by the Ag Ambassador group. Tori stated that she had attended two of the sessions; Waters of the US by Karen Budd Falen, and Wyoming Water Development Commission Program overview, which was presented by Kevin Boyce. Tori added that all of the sessions received very good evaluations and were very well attended.

Rural & Septic Cost Share Project Updates:

Tori reported that a septic project for Glenda Robinson was approved by the WCCD board in May 2014, and the landowner agreement has never been returned, nor have they contacted her that they have applied for a septic permit or are moving forward with hiring a contractor. Tori stated that she has sent a letter asking for a signed agreement and asking that the project be completed by June 30, 2015.

Tori reported that Jerry Kysar's pivot project has been completed and she is waiting on the NRCS to AS-BUILT it and to also receive the receipts and before after photos from Jerry before payment is sent.

319 Grant Project Updates:

Tori reported that Sage Creek Land & Cattle have completed their project, which was to bury a dirt ditch. Tori stated that she has received the AS-BUILT from NRCS, but is waiting to receive the receipts and before and after photos before reimbursement is requested from DEQ.

Outdoor Classroom Range Plot Seeding Update/Schedule – Tori reported that she has been receiving assistance from Ray Gullion, NRCS Range Conservationist on receiving approval for the 12 varieties of grass seed, which have been reserved with Joe Scianna at the Bridger Plant Materials Center. Tori stated that Jarrod Glanz, Washakie County Weed & Pest District Supervisor, has agreed to spray the area again

this spring, then it is planned to seed in mid May. Tori stated that, meanwhile, she had coordinated with Joe and Grace Godfrey, High School Ag teacher to have Joe come to her classroom on April 17th to teach her students about proper seedbed preparation, different seeding options and techniques, watering, etc. Susan Carrell will participate as well.

OLD BUSINESS

New Hire Progress-Advertising Approval/Hiring Schedule – Tori provided the updated job description and ad to WCCD Board members and asked for their approval, for the Program Assistant position. Tori stated that she would like to place the ad for three weeks, then interview the week of March 16th. Vance made a motion to approve the updated Program Assistant job description and ad. Kitsy seconded the motion. Motion carried.

Cost Share Agreement/Landowner Approval Letter – Tori provided the updated cost share agreement and landowner approval letter to the WCCD Board and asked for their review and approval. After review of the landowner approval letter, it was suggested that where the word “us” was used in the letter, that it be replaced with the word “WCCD”. There were no suggested edits to the cost share agreement. Kitsy made a motion to approve the cost share agreement as presented and to approve the landowner approval letter with the noted edits. Vance seconded the motion. Motion carried.

WACD What’s Up/Legislative Update Overview – Tori provided the WCCD Board with the latest WACD What’s Up via email previous to the meeting. There was no discussion.

Septic System Agreement Signature- Jerry Spadt – Tori presented the landowner agreement, which had been signed by Jerry Spadt, to the WCCD board and asked for Dan’s signature. Tori stated that the septic project has been completed and certified by the Washakie County Planner. Dan signed the agreement.

Rural Cost Share Program Agreement Signature-Hefenieder – Tori presented the landowner agreement, which had been signed by Bob Hefenieder, to the WCCD board and asked for Dan’s signature. Tori stated that the project has been completed and AS-BUILT by NRCS. Dan signed the agreement.

Rural Cost Share Program -Schreibeis – Tori reported that Gene Schreibeis has completed his Russian olive removal project and she has received the AS-BUILT from NRCS.

Nowood Watershed Improvement District (WID) Hearing Plans Update/Discussion – Tori reported that the upcoming Nowood WID hearing date is set for March 12th at the Hyattville Community Center from 7 to 9 p.m. Tori stated that she has plans to meet Linda Hamilton and Janet Hallsted there at 5 p.m. to set the room up and will be renting the sound system from Hedge Music and borrowing the table podium from the Extension Service. Tori reported that the informational brochure is printed and will be mailed on February 18th and has submitted a public notice to the Daily News to publish on February 18th and 27th. Janet Hallsted with South Big Horn CD is taking care of the notices in the Basin Newspapers. In addition, Tori has provided posters showing the map overview of the proposed WID boundaries, that include the date, time and place of the hearing, to Janet to distribute in Big Horn County and also for Dan to distribute in Ten Sleep. Dan asked that Tori provide him with an additional sheet describing the hearing purpose, to hang next to the poster. Tori stated that she would email it to him in the morning, to

print for his use. The WCCD board discussed some of the proceedings and process of the upcoming hearing and possible time limits of public comment. Tori reported that she had been trying to find an official "hearing process" guideline, but had been unable to locate one. Tori stated that she had left several messages with the Washakie County Attorney, but had not heard back from him, but would contact Bobbie Frank to see if she had an idea of where she could find such a document. Dan stressed the importance of having a quorum from each conservation district at the meeting. Dan suggested to Tori that she contact George Kelso, South Big Horn CD Chairman, to visit about his thoughts on the hearing proceedings as well.

Gooseberry Re-vegetation Project Update/Schedule – Tori reported that she was waiting to receive a request for proposals from the Dept. of Ag for their research grant, which she planned to apply for, for the Gooseberry Re-vegetation project. Tori reported that Ray Gullion has been helping her with securing the plant materials from the Bridger Plant Materials Center. Tori reported that soil samples were obtained last fall and Ray and Holden Hergert, NRCS Soil Conservationist, have been working on a plan of what grass, shrub, & forb species will work best for what site (also taking into consideration the landowners input). Tori said she would like to move forward with the project to at least get the seed and plants ordered/reserved, but may be able to hold off on purchasing the fencing supplies for the plots and the actual seeding until the first of May.

NEW BUSINESS

Rural Cost Share Program Application Review/Ranking – Steve Snyder attended the WCCD Board meeting to present two different project applications: One project was for a $\frac{3}{4}$ pivot on 120 acres, and the other project was for a full pivot on 35 acres. Steve explained that the full pivot had ranked higher when submitted to NRCS as it had steeper slopes than with the $\frac{3}{4}$ pivot, but NRCS was not able to fund due to projects in Park County receiving higher ranking points. After some discussion, Vance made a motion to approve funding for up to \$10,000.00 for the full pivot project and to not approve funding for the $\frac{3}{4}$ pivot project. Kitsy seconded the motion. Motion carried.

Paintrock Consulting-Kristi Robison – Kristi Robison attended the WCCD Board meeting to give the WCCD Board an overview of the new website and gained input from the WCCD Board on any changes or suggestions they may have. It was suggested that a short piece be included on the home page regarding, "Who We Are & What We Do" to simply explain to viewers about WCCD. Other suggestions included making the logo smaller, placing the board meeting information under the district operations and organize by meeting month, posting meeting dates and times, and re-organizing the programs tab to include all cost share programs and not have them separated out. Dan also asked Kristi for a possible option of having a place to download all of the board meeting documents and Kristi said she would look into it for him. Next, Kristi gave the WCCD Board information on different tablet and laptop options they may consider for use during board meetings to view and/or edit meeting documents and also included price options. Lastly, Kristi provided different options for the staff computer needs, with price options as well.

New Health Insurance Changes – This agenda item was tabled until the March WCCD board meeting.

Sampling & Analysis Plan – Input Needed – Tori reported that she had been working with Jennifer Zygmont; DEQ, on the draft Sampling and Analysis Plan for the upcoming monitoring season to collect

water quality data on four sites on Sage and Slick Creeks for the National Water Quality Initiative (NWQI). Tori stated that there were several questions Jennifer had in regard to the plan, which Tori asked the WCCD Board for input on and also gave the WCCD Board an overview of other discussions she had with Jennifer regarding the plan, as follows:

Are we only going to monitor bacteria, discharge, temperature, dissolved oxygen, conductivity, and pH, which is the bare minimum? Or are we going to do everything that we did from 2005 to 2008? After some discussion, Kitsy made a motion to collect the same data as from 2008, except for the macroinvertebrates. Charley seconded the motion. Motion carried. Tori informed the WCCD Board that the cost for the lab analysis test done by the Wyoming Dept. of Ag, including shipping would be approximately \$320.00 and all of the bacteria samples would be done in house.

Tori explained that since this monitoring is for the NWQI, DEQ has offered a field refresher for Tori, where they would come to Worland on a day that is scheduled, to be there to oversee and answer any questions Tori may have. Tori stated that she would ensure that the landowners were aware of DEQ's presence. In addition, DEQ will also do a field audit, which would fulfill Tori's re-recertification requirements. The WCCD Board agreed that as long as the landowner knew of DEQ's presence, that would be fine.

Tori asked the WCCD Board if they would like her to do outreach to landowners within the Sage & Slick Creek watershed, to inform them of the WCCD conducting water quality monitoring. Dan suggested that a postcard be sent to explain what WCCD would be doing and the rest of the board agreed.

Tori reported that she had discussed the potential sampling sites with the steering committee and they had suggested that two sites on each stream above residential and two sites on each stream below residential be monitored. The two below sites would remain the same as where monitoring was done in the past, but an additional site on Sage Creek would be at the end of 23rd street and the other site on Slick Creek would be on Loren Laird's property, on the south side of Highway 16 East at the Slick Creek highway bridge. After some discussion and additional input from Steve Snyder, it was determined that for the majority of the NWQI projects, both installed and planned, the wastewater would not have entered into either creek above the residential lands. Charley made a motion to set up two monitoring sites only, using the same sites as in 2008 which were within ¼ mile of the confluence of the Big Horn River. Tori stated that she would be meeting with Jared Dalebout, BLM Hydrologist who is on the Washakie Watersheds Steering Committee, to visit the sites and he had offered to set up staff gauges.

Tori asked the WCCD Board if they found it necessary to have NRCS sign the Sampling and Analysis Plan, once completed. Tori stated that normally the plan is signed by the monitoring staff, DEQ, WCCD Chairman, and a steering committee representative. The WCCD Board agreed that they didn't feel it was necessary to have NRCS sign the plan.

Tori stated that Jennifer thought since the producers began installing pivots two years ago and this will be the third year, that a 3-year monitoring commitment would make sense, but wanted the WCCD Board's input. The WCCD board agreed to set a 3-year monitoring goal.

Tori stated that DEQ has offered to do whatever it takes to help us with costs if we need it, and/or personnel.

Employees Association Winter Training Schedule – Tori reported that she would try to attend the New Health insurance training session in Casper, being put on by the employees association to better understand the new changes, which will be held March 11th. Tori reported that Susan Carrell will be attending several of the sessions as well, but will be spending the night in Casper.

NRCS Response to McKamey Letter – Tori provided the WCCD Board with a copy of the response letter from NRCS regarding WCCD's letter to them on behalf of Dick McKamey. There was no further discussion.

CD Renewal - Interest Rate Information – Tori provided interest rates from three different banks for 12, 18, 24, and 36 months, for the WCCD board members consideration. Tori stated that the current CD's are up on February 26th and 27th and are through Security State Bank. Tori reported that Security State Bank had quoted her .60 percent interest, Pinnacle Bank was .65 percent interest, and ANB Bank was .25 percent interest, all at 18 months. Charley made a motion to move the two CD's currently held at Security State Bank, to Pinnacle Bank for the interest rate of .65 percent for 18 months. Vance seconded the motion. Motion carried. It was noted that Dan Rice did not vote for reasons of conflict of interest.

319 Grant Program

- Tori provided the WCCD Board with a request for extension for South Flat Land & Livestock for their cropland project, to expire on June 30, 2015. Kitsy made a motion to approve an extension to June 30, 2015 for South Flat Land & Livestock's 319 grant cropland project. Charley seconded the motion. Motion carried. It was noted that Vance Lungren did not vote for reasons of conflict of interest.

- Tori reported that she had obtained the signed application from Fiddleback Farms for their cropland project, which had been signed by a Washakie Watersheds Steering Committee member, and asked for Dan's signature, which he signed.

- Tori reported that she had obtained the signed application from Otter Creek Grazing for their reservoir projects and asked for Dan's signature, which he signed.

Wyoming Water Strategy – Tori provided hard copies of the Governors Wyoming Water Strategy to the WCCD Board members, and stated that the documents are also available on the Governor's website.

Tree Planting Machine Sale Consideration – Tori asked the WCCD Board if they would be interested in selling the Tree Planter and Weed Barrier machines. The WCCD Board agreed to sell the machines and asked Tori to see if there was an interest from other conservation districts and research what WCCD had paid for them. Vance stated that he might be interested in the tree planter and would go look at it.

CORRESPONDENCE

BLM Invite to Oil & Gas Training; EPA Fact Sheet-Connectivity of Streams and Wetlands to Downstream Waters; CCAA/CCA Doodle poll for Input; Wyoming Outdoor Council Opposition to UAA's; Governor Mead Responds to Water Rule Withdrawal; G & F Commissioner Licenses; Weed & Pest Emergency Insect Management Grant; NRCS Fence Guide

