

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, October 19, 2015 at 7:00 p.m. in Worland at the WCCD office. Members in attendance were; Dan Rice, Charley Orchard, and Dave Slover. Also in attendance was Holden Hergert, acting NRCS District Conservationist, and Victoria Dietz; WCCD Director.

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

The WCCD board reviewed the September 21, 2015 board meeting minutes. Charley moved to accept the board meeting minutes as written. Dave seconded the motion. Motion carried.

The WCCD Board reviewed the October 7, 2015 Special WCCD meeting minutes. Charley moved to accept the special board meeting minutes as written. Dave seconded the motion. Motion carried.

Tori reported the following financial account balances: WCCD main checking account; \$3,166.18 and Money Market account; \$200,890.82. The CD balance is \$16,405.82. The September bank statements for the main checking and money market accounts were reconciled by Dan Rice. Charley moved to accept the financial statement and the reconciliation reports for both accounts. Dave seconded the motion. Motion carried.

The following vouchers were reviewed and approved:

VOUCHER	CK NUMBER	PAYABLE TO	AMOUNT
7752	Electronic	Jenn Rasmussen	516.23
7753	Electronic	Karen Fenton	1407.65
7754	Electronic	Susan Carrell	12.43
7755	Electronic	Victoria Dietz	2683.70
7756	Electronic	Security Bank	1285.40
7757	7369	Wyoming Retirement	883.18
7758	7370	Marquis Awards	26.80
7759	7371	R.T. Communications	88.74
7760	7372	WACD	31.62
7761	7373	Serlkay Printing	384.80
7762	7374	BlueCross BlueShield	1355.86
7763	7375	Karen Fenton	48.30

7764	7376	Victoria Dietz	35.65
7765	7377	Victoria Bales	100.00
7766	7378	Verizon Wireless	10.08
7767	Electronic	Dept. of Workforce	405.63
7768	7379	Cal Jones	13.80
7769	7380	Dan Rice	516.93
7770	7381	Vance Lungren	10.35
7771	7382	Charley Orchard	300.15
7772	7383	Dave Slover	257.60
7773	7384	Susan Pennington	2.88
7774	7385	Galloway Ranch	4,200.00
7775	7386	Signs of Sutherland	100.00
7776	7387	NACD	1776.00
7777	7388	Hanford's Sprinkler	197.50
7778	7389	WACD	800.00
7779	7390	Daily News	342.00
7780	7391	Ten Sleep Senior	120.00
7781	7392	High Plains Power	335.35
7782	7393	Cardmember Service	1036.41
7783	Electronic	Dept. of Revenue	42.00

NRCS REPORT

Holden Hergert was in attendance as acting NRCS District Conservationist. Laura had provided the following DC Report via email prior to the meeting as follows:

- Help provided for WCCD
 - Looked at landowners who will be interested in projects for the new NWQI application and helped get signatures of those in support of the project.
 - Compile cost estimates for new NWQI applications on file in both watersheds
 - Galloway Solar Pump System – Allen certified
 - Emma, Holden, Ray, and Allen went to help with the 6th grade education days teaching students about soils, water, geology, etc.
- SOIL CONSERVATIONIST POSITION – Worland: Emma Green accepted the position. She starts on October 19th.
- EQIP 2015
 - We are still waiting on the Cultural approval for some of the 2015 contracts.
 - We are waiting on the release of the ranking questions for the 2016 FY so we can screen and rank the applications.
- CSP

- We have 3 renewal CSP's that are being reviewed for approval right now. These will be obligated after the current ones expire.
- VEGETATIVE SPOT CHECKS
 - Ray Gullion completed our vegetative spot checks. He found no deficiencies.
- EWP REVIEW
 - We had a national EWP manager come to tour 3 of our EWP projects to make sure NRCS was using the monies correctly and that they were viable projects. He found no deficiencies in the projects themselves, just some paperwork missing from the state office files. Nothing that couldn't be fixed.
- ACTING ARC
 - Laura is in her 3rd month of acting Area Resource Conservationist. This has required a lot of travel to meetings and all offices on the Rocky Mountain Side (West Area) to do spot checks, Wetland-Easement reviews, and other ongoing items. Holden will continue to be the Acting DC for Worland through October 31st.

Holden reported that the only update to the DC report was under the EQIP 2015 section, and stated that they had received the Cultural approval for some of the 2015 contracts.

EMPLOYEE REPORTS:

Tori provided the reports for Karen Fenton and Jenn Rasmussen via email prior to the meeting.

Tori summarized the all District teleconference she participated in on September 2, 2015 regarding Arch review status, Migratory Bird stipulations, and Practice 528 requirements.

BOARD REPORTS:

Rozol Prairie Dog Training – Charley attended the Rozol Prairie Dog Bait Training on October 13th and said it was very interesting to learn the method and timing of application of Rozol. He said they first use bait oats scattered lightly around the whole area, then later add Rozol to the oats and applied directly into the holes. He said it was important to clean up the dead prairie dogs when Rozol is used with the oats so they could not be eaten by other animals.

OLD BUSINESS

Natural Resource Land Use Plan Updates (Recreation & Oil & Gas Topics) – The WCCD reviewed and updated the Recreation and Oil & Gas sections of the WCCD Natural Resource Land Use Plan. The WCCD board will work on the Water Quality and Government sections at the November WCCD meeting. Tori reported that Karen had begun working on the front section to either reference the background information or replace it with similar language, then reference. Charley asked what percent of WCCD's mill levy funds came from oil and gas. Tori said she would find out.

Galloway Ranch PV Solar Project Completed – Tori reported that NRCS had submitted the certification for the Galloway Ranch PV Solar project and Laura had provided all of the necessary receipts and photos and Galloway Ranch has been paid.

Cost Share Permission Form Update Review – The WCCD board reviewed and discussed the Permission Form to be used when there are multiple landowners involved with a project. The WCCD board reworded the top paragraph on the form to read, “An applicant proposing to implement a structural or vegetative practice funded through a Washakie County Conservation District Cost Share Program, must notify those who are directly impacted by the project and complete the following form” and added the following language to the Rural Cost Share Program and the 319 applications, “If the construction of this project crosses other landowner’s properties, applicant will need to have discussed the proposed project and received preliminary access approval. (*Refer to Landowner Permission to Install Form*)”. Dave made a motion to approve the updated Permission To Install Form language, and the updated language for the On-The-Ground cost share program and 319 program applications, which will determine the need for the use of the Permission Form on a case-by-case basis. Charley seconded the motion. Motion carried.

Discuss Separate Water Rights Letter or Use of CPA5 – Tori provided the WCCD board with a copy of the NRCS CPA5 form that NRCS has suggested to be signed by all applications for WCCD cost share programs. Tori stated that the form is not required by NRCS when it is for Conservation Technical Assistance, but it will remove the liability from the WCCD and NRCS related to water rights and cultural information. The WCCD board agreed to allow for the use of the NRCS CPA5 form if NRCS will review the form with the applicants and obtain their signature.

Big Horn River - Nowater Creek Watershed Plan - Final Draft Review – Tori provided the WCCD board with an updated draft copy of the Big Horn River-Nowater Creek Watershed Plan and asked for their review and input before it goes out for public comment on October 30, 2015. Dan provided Tori with a few of his suggested edits and Dan encouraged the rest of the WCCD board to review since their signature would be on the document.

Ten Sleep Recycling Update – Tori provided a copy of the letter she had sent to Ten Sleep’s Mayor, Jack Haggerty regarding the WCCD board decision to not purchase an additional recycling trailer or increase the trip payment from \$50 to \$75. Tori reported that she had received a phone call from Jack after he received the letter, to say that he will begin searching for someone to haul the recycling trailer back and forth to the Worland Landfill to empty it. Tori stated that she had visited with Dan August, Worland Landfill Recycling Manager, about the scheduling of the trailer emptying and Dan had indicated that if the trailer is brought on a regular schedule, say every other Thursday, by noon; the landfill would do their best to have it emptied by 4:00 that same day. Tori stated that she had shared that information with the Ten Sleep Mayor. Tori also reported that the Town of Ten Sleep does not want the two dumpsters left at Town Hall, which had been used previously to hold the overflow of cardboard and aluminum cans. Tori stated that she had asked Karen Fenton to contact Pete Smet to see if he might empty the dumpsters if they are placed behind the two Ten Sleep bars to collect their cans. Dan stated that he had heard from Karen that she had not yet heard back from Pete. Tori stated that, if Pete agrees to empty the dumpsters, she will have Karen contact the bars to see if they are willing to participate by using the dumpsters.

NWQI Grants Update; Big Horn River-Horse Gulch & Nowater Creek-Wildcat Gulch – Tori provided the WCCD board with the final copy of the two applications to NRCS for the NWQI for Big Horn River-Horse Gulch, and Nowater Creek-Wildcat Gulch. Tori stated that she received a lot of help from the NRCS for the project information, cost estimates, background information included in the grant, and some of the maps. Tori reported that the applications will be mailed on Tuesday and are due on Friday.

NEW BUSINESS

NRCS-WCCD Agreements Review & Input – Tori provided the WCCD board with a copy of the proposed NRCS Working Agreement and the existing NRCS/WCCD agreements; both the working agreement and the operational agreement. Tori explained that the existing NRCS/WCCD working agreement is what is considered the state working agreement, which expired in 2013. Tori stated that the operational agreement was the one used for the local office. Dan stated that Bobbie Frank had recently sent an email out suggesting that, due to the number of questions and concerns about the agreement, that some time be spent during WACD Convention discussing it. Dan reported that he had gone through the three documents and thought the proposed agreement template was expecting more of conservation districts than in the past, and was written as more of a requirement or services to NRCS rather than as an open agreement to help NRCS if possible. Tori reported that she had also compared the three agreements and found that the existing, unexpired local agreement, other than a few updates, still fit with the current partnership activities. The WCCD board agreed to continue to recommend continuing with a rental agreement, and pay rent for the second conservation district employee. Tori stated that she had visited with Laura Galloway about the agreements and the WCCD board opinion on continuing to pay rent rather than trade for services, explaining that they would continue to work together to help each other out as in the past. Laura told Tori that she had learned at a recent meeting with the NRCS state office, that the local agreements will not be renewed until the state-wide agreement is completed.

Cottonwood Grass Creek Watershed Improvement District (WID) Matters – Hot Spring Conservation District board members and staff called in via teleconference, to consider the appointment of two Cottonwood Grass Creek WID Canvass board members; Virginia Baird and Douglas Bleak. After some discussion, Charley made a motion to approve the appointment of Virginia Baird and Douglas Bleak as canvass board members for the Cottonwood Grass Creek WID board of director election. Dave seconded the motion. Motion carried. Tori updated the board members on the process and reason for the appointment and reported that the canvass will take place on November 9th at 6:30 p.m. at Kirby Town Hall. Tori also updated the group regarding the polling and reported that WACD Convention was scheduled the same time as the regular election day for the Cottonwood Grass Creek WID elections so she and Darcy Axtell, Hot Springs Conservation District Clerk had to find and train polling officers to count and record the votes at their respective offices on November 3rd. Tori recorded the minutes of the teleconference, which will be mailed to Hot Springs Conservation District.

WACD Convention Information – Tori provided the WCCD board with copies of the WACD Convention package recently emailed by WACD. The WCCD board discussed the two resolutions that will be discussed during convention. Resolution #1, submitted by Saratoga-Encampment-Rawlins Conservation District, is asking WACD to support all State of Wyoming efforts to oppose expansion of federal regulation of the Waters of the US (WOTUS) and the Clean Air Act proposed by EPA. Charley made a motion to support Resolution #1. Dave seconded the motion. Motion passed. Resolution #2, submitted by Lower Wind River Conservation District, is asking WACD to support the review by the

NRCS of the Sage Grouse Initiative incentive payments on state or federally managed lands. Dave made a motion to support Resolution #2. Charley seconded the motion. Motion passed. The WCCD board did not discuss the sun-setting policies as they felt the committees would discuss and make the decisions during WACD convention.

Susan Pennington Appointment - Oath of Office Filed - Tori reported that she received official notice that Susan Pennington had been appointed by the Wyoming Board of Agriculture. Tori reported that Susan had come into the office and had taken her Oath of Office and was now a WCCD board member. Tori stated that she had provided the Wyoming Board of Ag letter to both Security State Bank and Pinnacle Bank, for documentation for updating the signature sheets.

Bank Signature Sheets – Tori passed around the signature sheets asking for WCCD board signatures for Security State Bank and Pinnacle Bank. The signature sheets were signed by attending WCCD board members and Dave Slover provided Tori with his driver’s license to copy for Security State Bank.

Watershed Improvement District Elections-Non Mail Ballot Consideration – Tori reported that she had visited with Mary Grace Strauch, Washakie County Clerk about the process of a non-mail ballot election. Tori stated that Mary Grace told her that the process is the same, but the polling place needs to be noticed in three different places along with the required legal notices in the newspaper and said that the polling place needs to be open five consecutive hours on Election Day. Tori said that this may be a good alternative to preparing and mailing ballots since WCCD will be holding two different WID elections now.

CORRESPONDENCE

WDA Comments on ATV Usage; WDA Comments on DEQ Integrated Report; Federal Register Notice on Public Lands; Federal Register Notice on Forest Service Sage Grouse; Bighorn Basin Dispatch; News Release from Governor on Fracking; News Release from Interior on Sage Grouse; NRCS Newsletter; News Release Regarding WWP Suing State of Wyoming; Court Stops EPA Water Rule; Links to Recent Decisions; NACD Dues Incentives; WDA Comments Worland BLM Allotments; WACD What’s Up

Dave moved to adjourn. Charley seconded the motion. Motion carried. The meeting was adjourned at 10:15 p.m.

Date: October 24, 2015

Respectfully submitted by: Victoria Dietz, District Director

Dean Rice 11-16-2015
CHAIRMAN DATE

Al J. W. Slover 11/16/15
SECRETARY/TREASURER DATE