MINUTES OF THE MEETEETSE CONSERVATION DISTRICT BOARD MEETING
April 11th, 2018

Name: Meeteetse Conservation District
Type of Meeting: Regular
Place: MCD Office, 1906 State St, Meeteetse, WY
Date: 04/11/2018
Time: 3:00pm
Presiding Officer: Tim Morrison
Supervisors Present: George (Tracy) Renner, Lionel Ostrander
Supervisors Absent: Joe Thomas, Kathy Gilbreath
District Manager: Steffen Cornell
Resource Specialist: Joshua Kipley
Firewise Coordinator: Bernie Spanogle (Absent)
NRCS District Conservationist: Rory Karhu
Others: Darla Rhodes

CALL TO ORDER/MINUTES: *Meeting was called to order at 3:12p.m. by Chairman Tim Morrison. Darla Rhodes was introduced as guest. Tracy Renner moved to approve the Board Meeting Agenda as presented, Lionel Ostrander seconded, motion passed unanimously. Lionel moved to approve the March 7th, 2018 Board Meeting Minutes as presented, Tracy seconded, motion passed unanimously.*

TREASURER'S REPORT:

- ***Review Treasurer's Report*** *– Steffen Cornell reviewed with the MCD Board the March and April 2018 Blanket Voucher, Bank Reconciliations, Meeteetse Conservation District bills, and the Profit and Loss Budget vs. Actual. Tracy moved to accept the Treasurer's Report, pay the MCD bills, and place the Treasurer's Report on file for audit, Lionel seconded, motion passed unanimously.*

Blanket Voucher March – April 2018

Type	Date	Num	Name	Memo	Paid Amount
1000 · First Bank of Wyoming					
Check	03/31/2018	3297	CLS America	CIN1803USA00433, March, 2018. Collection of sage-grouse spatial data.	-483.00
General Journal	03/31/2018	je152	United States Treasury	941 Deposit - 1st Qtr, 2018 - Paid by EFTPS 4/12/18	-934.02
Total 1000 · First Bank of Wyoming					-1,417.02
1001 · Pinnacle Bank Chk - xx01					
Check	03/31/2018	3432	Blue Cross Blue Shield of Wyoming	Health Insurance Premium for May Coverage	-1,355.88
Check	03/31/2018	3433	Orchard Trust	March, 2018 - Plan #93001-02 D 354 for Steffen Cornell	-50.00
Check	03/31/2018	3434	Pinnacle Bank - VISA	April payment for March transactions.	-574.52
Check	03/31/2018	3435	Schatz Accounting Services	Invoice 3010 for March Services	-56.25
Check	03/31/2018	3436	Wyoming Retirement System	March, 2018 Contributions - Agency # 564	-1,272.43
Check	03/31/2018	3437	Steffen C Cornell {employee}	March, 2018 - Paycheck - S Cornell - DM	-3,517.20
Check	03/31/2018	3438	Joshua D Kipley {employee}	March, 2018 - Paycheck - J Kipley - RS	-2,634.17
Check	03/31/2018	3439	The Lovell Chronicle	Invoices #2077731 and #2077732	-128.00
Check	03/31/2018	3440	Meeteetse Visitor Center	Invoice #1742	-12.00

Check	04/01/2018	ACH	Google {vendor}	conservewy.net - G Suite Business - March, 2018	-20.00
Check	04/10/2018	ACH	Town of Meeteetse	March, 2018 Utilities	-121.70
Check	04/11/2018	ACH	Black Hills Energy	3214 4702 69 - March, 2018	-105.15
Check	04/16/2018	ACH	TCT West Inc.	00040249-3. March, 2018	-175.22
Check	04/25/2018	ACH	Big Horn REA {vendor}	10337-003, March, 2018	-176.61
Total 1001 · Pinnacle Bank Chk - xx01					-10,199.13
					-11,616.15

NRCS DISTRICT CONSERVATIONIST REPORT*: Rory Karhu was involved in the following programs for the month of March: 2018 EQIP planning and contracting for Park County; 2018 application reviews; on-site construction checks; EQIP contract modifications; obligated 2018 EQIP applications; WRP annual monitoring, and final engineering surveys. The following Certified Practices were approved: Sprinkler System, Irrigation Pipeline, Pumping Plant, Irrigation Water Management, and Structure for Water Control. Rory provided Conservation Technical Assistance for irrigation and leveling; general program information, and HEL preliminary determinations. Rory attended PCFCD, CCD and MCD monthly meetings; Soil Health Workshop in Cody; Conservation Connection Meeting, and reviewed the revised NRCS fence specifications.*

RESOURCE SPECIALIST REPORT: *Josh Kipley completed the following for the month of March: prepared the March 2018 MCD Board Meeting Minutes from notes; prepared RS monthly report; attended the Special District Association Meeting via teleconference; assisted Meeteetse Schools FFA students with GPS use; constructed pre-flight checklist/flight logs for the MCD drone operations; assisted in gathering imagery of WQM sampling locations; visited a bird farm in Powell; placed cameras for WYGFD & YU Bench Fence Monitoring Project; participated in a conference call to develop a Prescribed Fire Council in WY and the MCD Board wants Josh to monitor for the time being; assisted in retrieving sage grouse PTT PBE63 north of Powell; continued to collect sage-grouse spatial data; downloaded data from soil moisture sites; worked on updating MCD Water Quality Monitoring Sampling Analysis Plan; compiled WQM data for the 2018 Watershed Progress Report, and the Level I Watershed Study; continued to collect and enter weather data on the CoCoRAHS site; updated the MCD Facebook page and website, and distributed the MCD newsletter "Trail News".*

DISTRICT MANAGER REPORT: *Steffen Cornell completed the following for the month of March: started the preliminary budget process for FY '19, completed MCD monthly bookkeeping, bank reconciliations, and all financial reports; assisted Meeteetse Schools FFA students with GPS use; provided maps for Meeteetse landowner; provided game camera for Meeteetse landowner; assisted in recovering sage grouse PTT PBE63; visited a bird farm in Powell; collected sage grouse and raven location data; placed cameras for WYGFD & YU Bench Fence Monitoring Project; assisted in gathering imagery of WQM sampling locations***.**

OLD BUSINESS: *NRCS Local Work Group meeting took place in Worland and Washakie County Conservation District covered the cost for advertising, Lionel moved to contribute $90 on behalf of MCD towards LWG 2018 advertising, Tracy seconded, motion passed unanimously. Josh Kipley mentioned that he has Water Quality Monitoring training Module II & III in Lander April 25th-27th, Tracy moved to approve Josh's attendance for WQM training in Lander, Lionel seconded, motion passed unanimously. There was discussion regarding the need for wildlife migration overpasses/underpasses on HWY 120, Tim suggested MCD staff research information and possible funding opportunities.*

NEW BUSINESS: *The MCD Board reviewed the 2018 BRCS LWG Resource Concerns and Rankings matrix and reached a consensus, Tracy moved to adopt the 2018 Rankings in place for MCD, Lionel seconded, motion passed unanimously. Concerning the NRCS 2018 Priority Watershed, the MCD Board supports the Lower Greybull River as the Priority Watershed, Tracy moved to select the Lower Greybull River as the Priority Watershed for 2018, Lionel seconded, motion passed unanimously. Regarding the TCT West bill the MCD Board is in consensus to eliminate the second line in order to cut costs. Comments for the BLM Scoping Statement Fifteen Mile Wild Horse Herd Management Area are due May 15th; MCD staff will advertise for public comments in the "Trail News" and will submit a draft. WY Game & Fish Sage Grouse Local Work Group advertised a project proposal document and will have a meeting in May in Lovell, WY, and MCD staff will look into resource improvement opportunities that benefit sage grouse for funding options. Hayden Wing Associates*

has located a buyer for the MCD raven CTT radios used for the SGPP, Lionel moved to approve the sale of the radios for $7,000, Tracy seconded, motion passed unanimously. MCD Board is in favor of holding off on purchasing software for the MDC drone until a later date and MCD staff will research more uses for the drone. MCD Board reviewed the finances for the remainder of FY '18 and MCD staff will look into how the District can provide more services; Lionel moved to adopt the MCD Reserve Fund Policy as presented, and transfer $11,000 from Emergency Reserve Local account to the WGIF Local account, Tracy seconded, motion passed unanimously. Tracy moved to adopt the State of Wyoming's Policy regarding Uniform Fees for Public Records Requests. The MCD Board reviewed the calendars for March and April 2018.

MEETING ADJOURNED at 5:54 p.m. - *Next Regular Board Meeting:* ***Wednesday May 9th, 2018 at 3:00pm.***

Date: MAY 9, 2018 **Authorized Signatures:**