MINUTES OF THE MEETEETSE CONSERVATION DISTRICT BOARD MEETING

Date:	Wednesday, 4/19/23	**District Manager:**	Steffen Cornell
Time:	3:00 p.m.	**Admin Assistant:**	
Place:	1906 State St, Meeteetse, WY	**NRCS DC:**	Rory Karhu
Meeting Type:	Regular	**Presiding Officer:**	Tim Morrison
Others:		**Supervisors Present:**	Joe Thomas, Matt Burkhart, Shawn Shepperson, Ben Anson
		Supervisors Absent:	

CALL TO ORDER: Meeting was called to order at 3:00 p.m. by MCD Chairman Tim Morrison. There were no guests or members of the public present. Joe moved to approve the Agenda, Ben seconded, motion passed unanimously. Ben moved to approve the minutes from the March 15th Regular Board meeting, Joe seconded, motion passed unanimously.

TREASURER'S REPORT: Matt presented the Treasurer's Report for March / April, which includes the Profit & Loss Statements (Budget vs. Actual), Balance Sheet, Bank Reconciliations and Transaction Detail Report. He requested a change in the format of the monthly balance sheet to better reflect the differences in the month-ending book balance and bank balance for each account. Shawn moved to accept the Treasurer's Report and place the Report on file for audit, Joe seconded, motion passed unanimously. Joe moved to employ Matt's suggested balance sheet format for a minimum trial period of at least one month, Ben seconded, motion passed unanimously.

Blanket Voucher – March & April 2023

1000 · First Bank of Wyoming					
Check	03/31/2023	3464	WWC Engineering	Invoices #224650005 & #224660005	-15,571.90
Check	03/31/2023	3465	EDE Consultants	Invoice 0323 - Spring Creek SAP	-1,525.00
Check	03/31/2023	3466	Steffen C Cornell {employee}	HSA # 2200003620413 - Cont. for March '23	-400.00
Check	03/31/2023	ACH	United States Treasury	941 Deposit - 1st Qtr, '23 - Paid by EFTPS 4/14/23	-459.30
Check	03/31/2023	ACH	WY Dept. of Workforce Services	To pay 1st Qtr, 2023 payables due - Paid by EFTPS	-370.35
Total 1000 · First Bank of Wyoming					-18,326.55
1001 · Pinnacle Bank Chk - xx01					
Check	03/31/2023	3837	Pinnacle Bank - VISA	April payment for March transactions	-973.53
Check	03/31/2023	3838	Schatz Accounting Services	March 2023 - Invoice 4174	-30.00
Check	03/31/2023	3839	Vision West	Invoice # 8006-s	-180.00
Check	03/31/2023	3840	Steffen C Cornell {employee}	March 2023 (176 hrs) - Paycheck - S Cornell - DM	-3,202.09
Check	03/31/2023	3841	Kate Biaggi {employee}	March 2023 (10 hrs) - Paycheck - K Biaggi	-147.76
Check	03/31/2023	ACH	Empower Retirement	March 2023 - Plan #93001-02 D 354	-100.00
Check	03/31/2023	ACH	Wyoming Retirement System	March 2023 Contributions - Agency # 564	-819.28
Check	03/31/2023	ACH	Google {vendor}	March 2023 - conservewy.net - G Suite Business	-24.00
Check	04/10/2023	ACH	Town of Meeteetse	March 2023 Utilities	-124.20
Check	04/11/2023	ACH	Black Hills Energy	March 2023 - Acct. # 3214 4702 69	-223.65
Check	04/14/2023	ACH	TCT West Inc.	March 2023 - Acct. # 00040249-3	-110.09
Check	04/17/2023	ACH	WEBT	Insurance Premiums - May 2023	-1,768.32
Check	04/25/2023	ACH	Big Horn REA {vendor}	March 2023 - Acct. # 10337-003	-233.96
Total 1001 · Pinnacle Bank Chk - xx01					-7,936.88
TOTAL					**-26,263.43**

DISTRICT CONSERVATIONIST REPORT:

Rory worked in the following programs for the month of March: Fiscal Year 2023 Planning and contracting; Planning with clients via text, email, and phone; Planning and installation in person on-site/office; Active contract reviews; Active contract reminder letters; Certified practices.

Certified Practices for the Month include: Sprinkler System; Irrigation Pipeline; Pumping Plant; Structure for Water Control.

Rory provided the following Conservation Technical Assistance: Text, phone, and email assistance; In office/on-site assistance; HELC preliminary determinations (14 total fields); HEL Conservation plan development.

General: PCFCD, CCD and MCD monthly meetings; NRCS Programs Connection Meeting; NRCS Technical Connection meeting; Zoom webinar about fence research; Grassland CRP Webinar; In office meeting with Park County Open Land Director; In office meeting with Western Land Owners Alliance Partner; Division 1 LWG meeting in Meeteetse, Cultural Resources refresher course; GovDelivery Article for March.

DISTRICT MANAGER REPORT: Monthly bookkeeping, transfers, reconciliations & financial reports, cash flow tracking; Documenting Daily Activities and Monthly activity report, banking in Cody; Monthly Board Meeting and then follow-up items, mailing bills, posting notices; Review of monthly timesheets and submitting to Tana for Payroll; Correspondence w/ Board; Building Maintenance (snow removal, installed wall vents and dealt with frozen sewer line); Strategic planning committee meeting; Fish Passage: correspondence with partners on TU funding for final planning and design, meeting with GVID; G&F season setting meeting; Subdivision review / soils report for Bruce Jacobsen; Vacation; NRCS LWG Meeting ad, correspondence with partners and meeting, final ranking sheet; Field Data Collection committee meeting with Triston Rice and other CD reps; Picking up coffee grounds in Cody for compost (last time until Fall); EV charging station meeting; Researched replacement laptops and requested quotes; Talked with Karl Bear about potential SG project; Ag-learn trainings; Correspondence with EDE for comments to draft SAP and then DEQ; Met with EDE and DEQ to review SAP together; Working with In-situ and DEQ to get a timestamp included on calibration report through a firmware update; Collected data, and entered data into CoCoRaHS reporting system; Correspondence with BLM to talk about a new fence project and provided estimates for labor and materials

OLD BUSINESS:

General – The Board discussed the recent Public Hearing for the proposed annexation and will continue to monitor the process as the additional subdivision reviews could impact work load for staff.

Sampling & Analysis Plan for Upper Greybull River Watershed Monitoring & Water Quality Evaluation (MCDSAP) – Using a WY Dept. of Ag Water Quality Grant, Steffen worked with a consultant (EDE) and WY DEQ to develop a new SAP that will focus on the Spring Creek tributary and its sub tributaries as they relate to the greater downstream impairment on the Greybull River. The SAP will retain two historic monitoring sites on the Greybull River and add three sites along Spring Creek and one site on newly named Hogg Hill Creek. At the end of the three-year monitoring program, EDE will conduct data analysis and evaluation and provide written reports to MCD.

NEW BUSINESS:

NRCS Conservation Plan – Rory presented a conservation plan for a local landowner to the Board which involved practices for retrofitting and converting existing fences to wildlife friendly specs. Joe moved to approve the conservation plan, Ben seconded, motion passed unanimously.

Sage grouse – Tim shared details about the BLM WY Sage Grouse Planning Meeting and emphasized the importance of staying involved in the process. The various alternatives being developed as part of the EIS process will be shared with Cooperating Agencies before they are published. Matt stressed the importance of advocating for multiple-use throughout the process which has historically been the stance of WACD and WCCA.

Steffen proposed the idea of getting involved in sage grouse projects again, in light of the potential negative impacts of the BLM plan to the District's ag and ranching constituents combined with the District's sage grouse expertise and relationships with sage grouse partners. The sage grouse farm in Powell is looking for assistance with releasing captive reared birds on private lands and MCD has the ability to secure the necessary permits. MCD might also be able to facilitate agreements with landowners who have suitable habitat for sage grouse to allow for releases. Steffen will keep the Board apprised as things develop.

YU Bench Fence Project (new project) – The Absaroka Fence Initiative is applying for funds on behalf of the MCD to do more fence conversion work on YU bench, which will further enhance big game migration through that area.

Review Calendars for April and May 2023 – April 21st, Absaroka USDA Local Team mtg. – April 25th, Strategic Planning Spring Clean Up mtg. – May 4th, rescheduled Annexation mtg. – May 8th, Absaroka Working Group – May 17th, biannual maintenance walk through

MEETING ADJOURNED at 4:39 p.m. – *The next Regular Board Meeting will be Wednesday May 17th, 2023 at 3:00 p.m.*

Date: June 21st, 2023 **Authorized Signatures: _____**

_____

_____

YU Bench Fence Project (new project) – The Absaroka Fence Initiative is applying for funds on behalf of the MCD to do more fence conversion work on YU bench, which will further enhance big game migration through that area.

Review Calendars for April and May 2023 – April 21st, Absaroka USDA Local Team mtg. – April 25th, Strategic Planning Spring Clean Up mtg. – May 4th, rescheduled Annexation mtg. – May 8th, Absaroka Working Group – May 17th, biannual maintenance walk through

MEETING ADJOURNED at 4:39 p.m. – *The next Regular Board Meeting will be Wednesday May 17th, 2023 at 3:00 p.m.*

Date: **June 21st, 2023** **Authorized Signatures:**