MINUTES OF THE MEETEETSE CONSERVATION DISTRICT BOARD MEETING

Date:	Wednesday, 4/17/24	**District Manager:**	Steffen Cornell
Time:	1:00 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, Shawn Shepperson, Ben Anson
		Supervisors Absent:	Matt Burkhart

CALL TO ORDER

The meeting was called to order at 1:05 p.m. by MCD Chairman Tim Morrison. Ben moved to approve the meeting agenda and recognize guests, Joe seconded, motion passed unanimously. Shawn moved to approve the minutes from the March 20th Regular Board meeting, Ben seconded; motion passed unanimously.

TREASURER'S REPORT

Matt provided a detailed report via email on April 17th. He noted that we are tracking towards a final Mill Levy revenue of between $210-220k as well as the expense for the Long-Range Plan consultant. Ben moved to accept the Treasurer's Report and place the Report on file for audit, Tim seconded, motion passed unanimously.

Blanket Voucher – March & April 2024

Type	Date	Num	Name	Memo	Paid Amount
1000 · First Bank of Wyoming					
Check	03/31/2024	3496	WWC Engineering	Invoices #224660013 & 224660014	-22,735.50
Check	03/31/2024	ACH	United States Treasury	941 Deposit - 1st Qtr, 2024 - Paid by EFTPS 4/15/24	-475.22
Check	03/31/2024	3497	Steffen C Cornell {employee}	HSA # 2200003620413 - Contribution for March '24	-400.00
Check	03/31/2024	3498	Steffen C Cornell {vendor}	Reimbursement for Mileage / travel	-247.90
Total 1000 · First Bank of Wyoming					-23,858.62
1001 · Pinnacle Bank Chk - xx01					
Check	03/31/2024	3891	Steffen C Cornell {employee}	March 2024 (168 hrs) - Paycheck - S Cornell - DM	-3,349.75
Check	03/31/2024	3892	Ashley L Coenen {employee}	March 2024 (9.5 hrs) - Paycheck - A Coenen	-149.14
Check	03/31/2024	3893	Pinnacle Bank - VISA	April payment for March transactions	-649.28
Check	03/31/2024	3894	SunAgri, LLC	Invoices 2113 & 2114	-4,434.75
Check	03/31/2024	3895	Local Government Liability Pool	Invoice # 15188	-600.00
Check	03/31/2024	3896	WACD {vendor}	Plant Material Center Dues	-35.00
Check	03/31/2024	3897	Town of Meeteetse	MYWP Business Registration	-300.00
Check	03/31/2024	ACH	Empower Retirement	March 2024 - Plan #93001-02 D 354	-100.00
Check	03/31/2024	ACH	Wyoming Retirement System	March 2024 Contributions - Agency # 564	-856.52
Check	04/10/2024	ACH	Black Hills Energy	March 2024 - Acct. # 3214 4702 69	-120.26
Check	04/10/2024	ACH	Town of Meeteetse	March 2024 Utilities	-129.20
Check	04/10/2024	ACH	TCT West Inc.	March 2024 - Acct. # 00040249-3	-112.10
Check	04/19/2024	ACH	WEBT	Insurance Premiums - May 2024	-1,899.32
Check	04/25/2024	ACH	Big Horn REA {vendor}	March 2024 - Acct. # 10337-003	-295.69
Check	04/29/2024	ACH	Cincinnati Insurance {vendor}	Property and Auto Insurance for May'24	-315.00
Total 1001 · Pinnacle Bank Chk - xx01					-13,346.01
TOTAL					**-37,204.63**

DISTRICT CONSERVATIONIST REPORT

Rory provided a report covering the months while he was away on detail in Riverton as the acting Area Conservationist that included: Fiscal Year 2024 Planning and Contracting; AGI, FTE, Payment Cap waiver requests; Planning with clients via text, email, and phone; Planning and installation in person on-site/office; Certified practices (Table 1) – 9 CCD, 17 PCFCD.

Certified Practices include: Irrigation Pipeline; Sprinkler System; Structure for Water Control; Pumping Plant; Nutrient Management; Obstruction Removal; Fence; Residue and Tillage Management, Reduced Tillage.

Rory provided the following Conservation Technical Assistance: Text, phone, and email assistance; In office/on-site assistance.

General: CD monthly meetings; - WY NRCS Technical Connection meetings; Pickup new vehicles in Riverton; NRCS/WGFD Coordination meeting; Farming Above 7 presentation in Cody; NWLDP meetings – 10; Lakeview Design meetings – 3; NWLDP Idaho Trip; Absaroka Fence Initiative meetings – 3; IRA funding and sprinklers - Rocky Mountain Area meeting; Shoshone River Partners meetings – 3; AgLearn Defensive Driving Training; Interviews for Multi-County Range Conservationist – Pinedale; WY NRCS Leadership Team Meetings – 3; NRCS/FSA Conservation Compliance training; WY NRCS CSP Training; Invasive Weed Task Force Meeting; WY NRCS State Technical Advisory Committee meeting; Willwood ID meeting; WY NRCS Employee Appreciation TEAMS meeting; Employee Quarter 2 conversations; Tool for Certification Training (replaced ROOT); WY NRCS soil health webinar; Park County article for the WY NRCS Tumbleweed publication (Attachment A); USACE coordination on irrigation projects; Presentation at Rural Living Workshop – Powell Fair Grounds; Private Lands Conservation Panel member – The Wyoming Wildlife Society conference – Cody

DISTRICT MANAGER REPORT

During the month of March, Steffen worked on: 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; Research on Mill Levy Revenue; Meeteetse Youth Work Program documents/meetings and correspondence with potential intern; Health Insurance Information provided to WEBT; Grant work and meetings for Absaroka Cheatgrass Project, correspondence with landowners; Correspondence and meetings with Karl and Dave Dahlgren for sg project; Small Water Project applications with G&F and Commission meeting; Correspondence with MTI regarding 79551 PTT that stopped transmitting data; Sick (16) & Vacation (24); Land Use Plan update work and correspondence and meetings with Leanne Correll; Correspondence with partners on Raven Resolution; NRCS LWG ranking sheet and correspondence with Park Co. partners on joint meeting; Miscellaneous tasks and ordering supplies and materials, lot cleanup; Regular worm bin maintenance and feeding; Other; WCDEA Annual Training in Casper; Collected data, and entered data into CoCoRaHS reporting system; Correspondence with Russ Hamilton about future analysis; Correspondence with Justin Caudill about WQ grant amendment; Requested quote from vendors for supplies for the sampling season

OLD BUSINESS

MCD Long Range Plan & Land Use Management and Resource Conservation Plan (RCP) update – The Board reviewed the proposed timelines for each of the plans which will help keep them on track for completing the Long Range Plan by the end of September and the RCP by the end of December. They then reviewed the draft table of contents for the Long Range plan also and felt comfortable moving forward with the format. Shawn expressed a recommendation to stay consistent with policy statements towards the various levels of (other) government entities (i.e. federal, state and county).

Fish Passage Project – Joe moved to approve all six of the WY Water Development Office - Small Water Project funding contracts (Dumpling Diversion Irrigation - $35,000, Francs Fork Irrigation - $35,000, Francs Fork – East Well - $28,500, Francs Fork – West Well - $28,500, Greybull Ditch Irrigation - $35,000, Rock Creek Irrigation - $35,000), Shawn seconded, motion passed unanimously. Ben abstained.

NRCS LWG Resource Concern Rankings – Ben moved to finalize and approve the rankings for the top ten NRCS Resource Concerns in the Meeteetse Conservation District (1 – Field Sediment, Nutrient and Pathogen Loss, 2 – Soil Quality Limitations, 3 – Long-term Protection of Land, 4 – Livestock Production, 5 – Storage and Handling of Pollutants, 6 –

Inefficient Energy Use, 7 – Degraded Plant Condition, 8 – Terrestrial Habitat, 9 – Source Water Depletion, 10 – Concentrated Erosion), Joe seconded, motion passed unanimously.

Raven Resolution – Steffen spoke with Amanda O'Keefe after she was asked by a Public Lands Council employee about the impacts of predators on sage grouse. Steffen had actually provided MCD publications to that same employee months ago but had yet to hear back from her. Steffen spoke with Abby Shuler about a partnership between Wildlife Services and the City of Rawlins to remove ravens from their landfill. Steffen will continue to work on the raven resolution.

Community Garden – There hasn't been any development on a community garden since the last meeting. Steffen will continue to research as time allows.

Summer Seasonal Internship – Kennedi Johnson accepted the part-time resource technician position for the summer and will be completing some water quality training online before she arrives in May.

NEW BUSINESS

General – there was nothing to discuss.

Review Calendars for April and May '24 – Strategic Doing, 4/30 @ 9am. Water Quality Monitoring begins in May. BHB Sage grouse LWG meeting in Greybull, 5/14 @9am.

MEETING ADJOURNED at 2:07 p.m. – *The next Regular Board Meeting will be Wednesday, May 15th, 2024 at 1p.m.*

Date: June 19th, 2024 **Authorized Signatures: _____**

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