FINAL MINUTES OF THE MEETEETSE CONSERVATION DISTRICT REGULAR BOARD MEETING
January 9th, 2017

Name: Meeteetse Conservation District
Type of Meeting: Regular
Place: MCD Office, 1906 State St, Meeteetse, WY
Date: 01/09/2017
Time: 1:00pm
Presiding Officer: George (Tracy) Renner
Supervisors Present: Lionel Ostrander, Tim Morrison and Kathy Gilbreath
Supervisors Absent: Joe Thomas
District Manager: Steffen Cornell
Resource Technician: Joshua Kipley
Firewise Coordinator: Bernie Spanogle (Absent)
NRCS District Conservationist: Rory Karhu
Others:

Meeting was called to order at 1:02pm, by Tracy Renner: *Tim moved to approve the January agenda, Lionel seconded, motion passed unanimously. Tim moved to nominate Kathy as Treasurer, Lionel seconded, motion passed unanimously. Tracy moved to nominate Tim as Chairman, Lionel seconded, motion passed unanimously. Kathy nominated Tracy for Vice Chairman, Tim seconded, motion passed unanimously. Tracy motioned to nominate Lionel as Secretary, Kathy seconded, motion passed unanimously. Lionel moved to approve the amended December regular board meeting minutes, Tracy seconded, motion passed unanimously, December minutes approved as amended. Kathy moved to approve the November board meeting minutes, Lionel seconded, motion passed unanimously, November minutes approved. Tracy moved to approve the October board meeting minutes, Lionel seconded, motion passed unanimously. October minutes approved.*

TREASURER'S REPORT: *Tracy moved to approve Kathy, as new treasurer and approving her for WGIF access and transactions, Lionel seconded, motion passed unanimously. Tracy moved to approve Kathy, as new treasurer and a signatory on all financial accounts, Lionel seconded, motion passed unanimously. Tracy moved to approve $10,000 Surety Bond for Kathy as new Treasurer, Lionel seconded, motion passed unanimously. Tracy moved to approve a $500 Notary Bond for the District Manager, Lionel seconded, motion passed unanimously. Lionel moved to approve MCD staff COMP time for January, Kathy seconded, motion passed unanimously. Tracy moved to approve Kathy and Lionel as signatory on Big Horn Federal account, Lionel seconded, motion passed unanimously. Steffen discussed the corrected Life Insurance costs for MCD staff dependents at $1.25 per employee per month and asked if MCD would cover the costs, Tracy moved to approve that MCD cover the dependent life insurance cost of $1.25 a month per employee, Kathy seconded, motion passed unanimously. Steffen reviewed the Transaction Detail Report and the completed audit by Lyle Mackay for the board. Tracy moved to accept the audit by Lyle Mackay and place treasurer's report on file for audit, approve reconciliations, and pay bills. Kathy seconded, motion passed unanimously.*

Blanket Voucher for Dec 16, 2016 – Jan 21, 2017

Type	Date	Num	Name	Memo	Paid Amount
1001 · Pinnacle Bank Chk - xx01					
Check	12/16/2016	3272	Steffen C Cornell {employee}	Christmas Bonus 2016	-100.00
Check	12/16/2016	3273	Joshua D Kipley {employee}	Christmas Bonus 2016	-100.00
Check	12/16/2016	3274	Bernard C Spanogle {employee}	Christmas Bonus 2016	-100.00
Check	12/31/2016	3275	Extra Mile Landscapes	Invoice #352	-40.00
Check	12/31/2016	3276	Park County Clerk	2016 Cost of Election Fee	-50.00
Check	12/31/2016	3277	Dave Balling Agency	Invoice #403	-100.00

Check	12/31/2016	3278	Secretary of State	Steffen's Notary Public Application Fee	-30.00
Check	12/31/2016	3279	Vision West	Invoice # 4811 - s	-37.50
Check	12/31/2016	3280	Blue Cross Blue Shield of Wyoming	ZSA 998115723 - Cornell, Steffen C Premium for January 2017	-1,663.17
Check	12/31/2016	3281	Pinnacle Bank - VISA	Account Ending 6977 - Steffen C Cornell	-134.07
Check	12/31/2016	3282	Orchard Trust	Plan #93001-02 D 354 contributions for payroll, 12/31/16	-150.00
Check	12/31/2016	3283	CLS America	CIN1612USA01043, December	-622.03
Check	12/31/2016	3284	Hayden-Wing Associates, LLC	December Invoice - 5269	-380.00
Check	12/31/2016	3285	Schatz Accounting Services	Invoice 2774	-461.25
Check	12/31/2016	3286	Joshua D Kipley {employee}	December Paycheck	-2,059.87
Check	12/31/2016	3287	Steffen C Cornell {employee}	December Paycheck	-2,788.97
Check	12/31/2016	3288	Wyoming Retirement System	Agency # 564 December, 2016 Contributions	-1,158.33
Check	12/31/2016	3289	WEBT	WACD-BL-534802, Employee Life Insurance 1st Qtr. '17	-9.75
Check	12/31/2016	3290	Steffen C Cornell {vendor}	Reimbursements	-32.40
Check	01/10/2017	1	TCT West Inc.	00040249-3, December 2016	-185.35
Check	01/10/2017	1	Black Hills Energy	3214 4702 69, December 2016	-123.13
Check	01/10/2017	1	Town of Meeteetse	December 2016 Utilities	-121.70
Check	01/21/2017	1	Big Horn REA	10337-003, December 2016	-200.91
Total 1001 · Pinnacle Bank Chk - xx01					-10,648.43
1004 · Firewise - Pinn Bank					
Check	12/31/2016	1088	Verizon Wireless	242040822-00001, December 2016	-71.28
Total 1004 · Firewise - Pinn Bank					-71.28
TOTAL					**-10,719.71**

NRCS DC Report: (*Written report on file) Rory did various work with PCFCD such as: modified irrigation improvement contract to match engineering design, submitted water rights for 2017 EQIP application, checked construction on pivots, irrigation pipeline and structure for water control. Rory finalized Wetland Reserve Plan of Operations (WRPO), met with producers in-office to work on 2017 EQIP planning, held ranking teleconference with Division I planners and DC's to ensure ranking consistency between offices. Rory also Certified and approved several conservation practices, completed HELC spot-check compliance WEPS models, developed 10 new HELC plans for PCFCD producer, provided Geologic and SEO permitted well information to CCD producer that is having problems with residential/livestock well (static water depth is dropping) and reviewed and sent Shoshone Watershed Plan to Area office ARC.*

District Manager Report: *DM's report is on file.*

Resource Technician Report: *Josh discussed with the board the Park County Commissioner's meeting on December 20th and the presentation that the MCD staff provided. Josh talked to the board about the time spent with Steffen working on documents for the MCD annual district reporting, and research on the FAA Drone regulations. Josh then mentioned the work spent on the SGPP project and how MCD provided updated sage grouse location maps for Hayden Wing personnel and also updated the MCD board about the status of the PTT transmitter refurbishments. Josh discussed the correspondence with University of Wyoming regarding soil moisture data that was downloaded and sent in December. Josh also mentioned the CoCoRAHS weather data that he has been collecting and recording for the month of December and updates made to the MCD website.*

Old Business: *Steffen gave the MCD board an update on the Sage Grouse Predation Project, MCD's correspondence with Hayden Wing and how MCD has provided Hayden Wing with updated bird location maps for a flight scheduled in January over the Polecat Bench and Oregon Basin study areas. The maps are providing validation for the flight in the area. Steffen mentioned the interest received from a local newspaper and Montana Fish, Wildlife and Parks regarding*

the sage grouse project. Steffen said that MCD is waiting for a phone call from the newspaper about an interview. Steffen discussed with the board about the option of medical insurance premium discounts for MCD staff by having a wellness policy, and Steffen informed the board that this was not an option because the insurance company does not offer such a plan. Steffen updated the board about the Land Use Management and Resource Conservation plans and how having access to local census data would be beneficial for future community studies. Tracy mentioned that including weather information on the bi-weekly MCD Trail News would be beneficial in the future.

New Business: *Tracy moved to approve the district's updated annual report for the year, Kathy seconded, motion passed unanimously. Steffen provided the board with the new legislature updates from the Wyoming Association of Conservation Districts (WACD) regarding Department of Agriculture budget. The board reviewed the calendars for January and February 2017.*

Calendar: *MCD calendar was reviewed for the remainder of December and January.*

Next Regular Board Meeting: ***Monday, February 13th, 2017 at 1:00pm.***

Tracy moved to adjourn meeting, Kathy seconded, and Tim adjourned the meeting at 2:50pm.

Date: 13 FEBRUARY 2017 **Authorized Signatures:**