MINUTES OF THE MEETEETSE CONSERVATION DISTRICT REGULAR BOARD MEETING
January 10th, 2018

Name: Meeteetse Conservation District
Type of Meeting: Regular
Place: MCD Office, 1906 State St, Meeteetse, WY
Date: 01/10/2018
Time: 3:00pm
Presiding Officer: Tim Morrison
Supervisors Present: George (Tracy) Renner, Lionel Ostrander, Kathy Gilbreath, Joe Thomas
Supervisors Absent: None
District Manager: Steffen Cornell
Resource Specialist: Joshua Kipley
Firewise Coordinator: Bernie Spanogle (Absent)
NRCS District Conservationist: Rory Karhu
Others: Kathleen Holtzer

CALL TO ORDER/MINUTES: *Meeting was called to order at 3:00p.m. by Vice Chairman Tracy Renner. Kathleen Holtzer was recognized as guest. Kathleen presented her concern for the loss of return flow of water to her place and surrounding residents from a ditch blowout that occurred last summer. Joe Thomas moved to approve the Board Meeting Agenda as presented, Kathy Gilbreath seconded, motion passed unanimously. Lionel Ostrander moved to approve the December 13th, 2017 Board Meeting Minutes as written, Joe seconded, motion passed unanimously.*

TREASURER'S REPORT:

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

Blanket Voucher December 2017 – January 2018

Type	Date	Num	Name	Memo	Paid Amount
1000 · First Bank of Wyoming					
General Journal	12/31/2017	je147	United States Treasury	941 Deposit - 4th Qtr, 2017 - Paid by EFTPS 1/11/18	-983.96
Check	12/31/2017	3293	CLS America	CIN1712USA00422 December, 2017. Collection of sage-grouse spatial data.	-445.24
Total 1000 · First Bank of Wyoming					-1,429.20
1001 · Pinnacle Bank Chk - xx01					
Check	12/31/2017	3409	Blue Cross Blue Shield of Wyoming	Health Insurance Premium for February Coverage	-1,355.88
Check	12/31/2017	3410	Orchard Trust	December - Plan #93001-02 D 354 for Steffen Cornell	-20.00
Check	12/31/2017	3411	Pinnacle Bank - VISA	January payment for December transactions.	-1,742.69
Check	12/31/2017	3412	Schatz Accounting Services	Invoice 2957 for December Services	-45.00
Check	12/31/2017	3413	Washakie County Conservation District	Legislative Lunch 2017	-22.25
Check	12/31/2017	3414	Wyoming Retirement System	December, 2017 Contributions - Agency # 564	-1,158.42
Check	12/31/2017	3415	Steffen C Cornell {employee}	December, 2017 - Paycheck - S Cornell - DM	-3,198.14
Check	12/31/2017	3416	Joshua D Kipley {employee}	December, 2017 - Paycheck - J Kipley - RS	-2,302.76

Check	01/25/2018	ACH	Big Horn REA {vendor}	10337-003, December, 2017	-195.78
Check	01/09/2018	ACH	Black Hills Energy	3214 4702 69 - December, 2017	-98.48
Check	01/01/2018	ACH	Google {vendor}	conservewy.net - G Suite Business - December, 2017	-5.16
Check	01/15/2018	ACH	TCT West Inc.	00040249-3. December, 2017	-178.47
Check	01/10/2018	ACH	Town of Meeteetse	December, 2017 Utilities	-121.70
					-
Total 1001 · Pinnacle Bank Chk - xx01					10,444.73
1004 · Firewise - Pinn Bank					
Check	12/31/2017	1113	Vision West	Invoice # 5324-s	-37.50
Total 1004 · Firewise - Pinn Bank					-37.50
					-
TOTAL					**11,911.43**

NRCS DISTRICT CONSERVATIONIST REPORT: *Rory Karhu was involved in the following programs: on-site construction checks; on-site elevation and cultural surveys; in-office 2018 EQIP planning; EQIP contract modifications; delivered final engineering designs; ranking of 2018 EQIP applications. Rory provided Conservation Technical Assistance for a fence modification project to facilitate elk movement and brucellosis management with private landowners, WGFD, BLM and State of Wyoming within the Meeteetse Conservation District. Rory also completed program SharePoint training; attended monthly meetings; and dealt with computer and internet issues.*

RESOURCE SPECIALIST REPORT: *Josh Kipley completed the following: prepared the December 2017 MCD Board Meeting Minutes; assisted in completing the Meeteetse Conservation District FY '17 Annual Report, One Page Summary, and FY '18 Plan of Work; attended an Elected Officials luncheon in Worland; continued to collect sage-grouse spatial data; retrieved ARGOS unit PBW72 near Powell, WY; sent forage weights to UW; assisted in completing SNF Travel Management comment letter; attended a UAV Drone webinar by FLIR; attended NACD webinar "Model my Watershed"; 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: monthly bookkeeping, bank reconciliations and all financial reports; completed and submitted FY '17 Annual Report, and FY '18 Annual Plan of Work; completed and submitted SNF Travel Management comment letter; attended a UAV webinar by FLIR; had correspondence with CTT and the State BLM biologist; continued to collect raven spatial data; maintained correspondence with Derek Scasta about ordering Operations equipment and supplies; had correspondence with WCDEA Scholarship Committee regarding applications and budget.*

OLD BUSINESS: *Steffen discussed with the MCD Board the current status of the Sage-Grouse Predation Project, and that a Chapter 33 permit application was submitted to WYGFD to allow MCD staff to continue to monitor and track remaining sage-grouse from SGPP; MCD staff has a meeting with WYGFD on January 19th in Cody to try and collaborate on some future natural resource projects; Tracy moved to have the MCD Board monitor Josh's time spent on fire calls for a period of 6 months to determine if a policy should be made, and that Josh's hours spent on fire calls will be tracked under Community Service, Joe seconded, motion passed unanimously.*

NEW BUSINESS: *Josh and Tim updated the MCD Board regarding the Elected Officials luncheon that they attended in Worland; Tracy moved to have the MCD participate as a cooperating agency in the BLM planning process regarding Greater Sage-Grouse, Kathy seconded, motion passed unanimously; Tracy mentioned to check with State Timber sales regarding the Wyoming State Forestry requests for grant proposals; the MCD Board reviewed the calendars for January and February 2018.*

MEETING ADJOURNED AT 4:45 p.m. - *Next Regular Board Meeting:* ***Wednesday February 14th, 2018 at 3:00pm.***

Date: 2/14/18 **Authorized Signatures:**