MINUTES OF THE MEETEETSE CONSERVATION DISTRICT BOARD MEETING

Date:	Wednesday, 1/17/24	**District Manager:**	Steffen Cornell
Time:	1:00 p.m.	**Admin Assistant:**	
Place:	1906 State St, Meeteetse, WY	**NRCS DC:**	Dicksie Hildebrand
Meeting Type:	Regular	**Presiding Officer:**	Tim Morrison
Others:	Emily Knutson	**Supervisors Present:**	Joe Thomas, Matt Burkhart, Shawn Shepperson
		Supervisors Absent:	Ben Anson

CALL TO ORDER: Meeting was called to order at 1:00 p.m. by MCD Chairman Tim Morrison. Guests were recognized - Dicksie Hildebrand is the acting Park Co. DC while Rory is on detail in Riverton along with Emily Knutson from NRCS. Joe moved to approve the minutes from the December 20th Regular Board meeting, Joe seconded; motion passed unanimously.

TREASURER'S REPORT: Matt reviewed the Treasurer's Report for December / January, which includes the Blanket Voucher, Balance Sheet, Bank Reconciliations and Transaction Detail Report & Profit & Loss Statements (Budget vs. Actual). He noted that the Mill Levy revenue in early January was less than anticipated compared to what we've received in previous years for the month of January. Joe moved to accept the Treasurer's Report and place the Report on file for audit, Shawn seconded; motion passed unanimously.

Blanket Voucher – December 2023 & January 2024

Type	Date	Num	Name	Memo	Paid Amount
1000 · First Bank of Wyoming					
Check	12/31/2023	3491	WWC Engineering	Invoices #224650012 & #224660011	-11,457.40
Check	12/31/2023	ACH	United States Treasury	941 Deposit - 4th Qtr, 2023 - Paid by EFTPS 1/12/24	-511.26
Check	12/31/2023	3492	Steffen C Cornell {employee}	HSA # 2200003620413 - Contribution for December '23	-400.00
Total 1000 · First Bank of Wyoming					-12,368.66
1001 · Pinnacle Bank Chk - xx01					
Check	12/31/2023	3879	Pinnacle Bank - VISA	January payment for December transactions	-2,418.75
Check	12/31/2023	3880	Steffen C Cornell {employee}	Christmas Bonus 2023 (per Board)	-300.00
Check	12/31/2023	3881	Steffen C Cornell {employee}	December 2023 (168 hrs) - Paycheck - S Cornell - DM	-3,340.76
Check	12/31/2023	3882	Ashley L Coenen {employee}	December 2023 (16.5 hrs) - Paycheck - A Coenen	-259.03
Check	12/31/2023	3883	Cincinnati Insurance {vendor}	Property and Auto Insurance for February '24	-320.00
Check	12/31/2023	ACH	Empower Retirement	December 2023 - Plan #93001-02 D 354	-100.00
Check	12/31/2023	ACH	Wyoming Retirement System	December 2023 Contributions - Agency # 564	-856.52
Check	12/31/2023	ACH	Google {vendor}	December - conservewy.net - G Suite Business	-12.00
Check	12/31/2023	3878	VOID check	VOID: Printer froze/reset and then printed startup diagnostics on the check	0.00
Check	01/09/2024	ACH	Black Hills Energy	December 2023 - Acct. # 3214 4702 69	-134.86
Check	01/10/2024	ACH	Town of Meeteetse	December 2023 Utilities	-129.20
Check	01/15/2024	ACH	TCT West Inc.	December 2023 - Acct. # 00040249-3	-109.84
Check	01/19/2024	ACH	WEBT	Insurance Premiums - February 2024	-1,899.32
Check	01/25/2024	ACH	Big Horn REA {vendor}	December 2023 - Acct. # 10337-003	-267.63
Total 1001 · Pinnacle Bank Chk - xx01					-10,147.91
TOTAL					**-22,516.57**

DISTRICT CONSERVATIONIST REPORT:

Dicksie commented that Congress is working on a continuing resolution to avert a shutdown before the deadline on the 19th. NRCS has been through one signup period for EQIP IRA (Inflation Reduction Act). There is another batching date for the second signup as well as other programs and initiatives on January 19th. There hasn't been any ranking (fence projects) until further notice except for high tunnels. ACEP-ALE (easement program) is expected to get more applications with it recently being opened up to farm ground. Rory is expected to be back from his detail in Riverton around February 10th.

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; Annual Plan of Work; Annual Report & One-page summary; WDA Base Funding forms; Cleaned kitchen and ferret den; Orthomosaic Drone flight planning and flights and processing for Fish Passage sites; Correspondence with Karl and HWA for sg project; Learning UgCS; Holiday (8), Sick (18) & Vacation (16); Picked up items from Home Depot in Casper; Regular worm bin maintenance and feeding; PAW reclamation conference in Casper; Collected data, and entered data into CoCoRaHS reporting system. Steffen explained to the Board that the Digital Elevation Data that is being collected with the drone for the fish passage project is not quite as spatially accurate as it should be, mostly due to using a lesser-quality handheld GPS for collecting the Ground Control Point (GCP) coordinates that are used to rectify the imagery when it's processed in Pix4D. He has spoken to professional surveyors at two firms and both recommended upgrading to a survey grade GPS receiver in order to use the Online Positioning User Service (OPUS) to correct data. Joe moved to sell the M210v2 drone package in order to fund the purchase of up to two Emlid Reach RS3 receivers, Matt seconded; motion passed unanimously.

NEW BUSINESS:

MCD Land Use Management and Resource Conservation Plan (RCP) update – The Board was reminded to try and get caught up with the MCD LUM & RCP before the February meeting. Steffen emailed links to the MCD plan, the SER CD plan and suggested making comparisons with the Park County plan as well.

Tree Sale Program – There have been a few requests by local landowners to purchase trees each of the past two years but because MCD has not offered a tree sale program we have helped facilitate their purchases with neighboring districts. Now that MCD employs a part-time employee with extensive experience administering a tree sale program, Steffen asked the Board if they would like the District to institute its own seedling tree program and begin advertising locally. There was discussion and no action was taken but it will be readdressed at a future Board meeting.

Approve and sign WDA form - Educational Function for Elected Officials – Steffen attended the recent Quad-county Legislative meeting along with Cody, South BH, Powell-Clark's Fork and Washakie Co. Conservation Districts to join the County Commissioners in sharing concerns over various bills and other legislative issues such as training requirements for special districts, fencing in subdivisions, housing, property tax increases and others. The form had a few typos and needs some edits so Steffen will remedy those and bring it back for discussion at a future meeting.

Raven Resolution – MCD has extensive experience conducting research related to sage grouse predation. Given that the fate of the sage grouse has massive implications on the Meeteetse community economics as it relates to the use of public lands, Steffen requested that the Board put forward a resolution aimed at achieving better Raven management for the benefit of sage grouse. Regardless of the state of health of sage grouse habitat, Ravens are having huge impacts to local populations. Steffen will continue to collaborate with partners in drafting a resolution before the 2024 Area III meeting. Joe commented to ensure that WY Farm Bureau was one of those partners.

General – The Board briefly discussed a legislative Bill that would amend the WY Department of Audit rules for supervisor training to make the training available virtually and to possibly remove the mandatory portions.

Review Calendars for January and February '24 – Joe moved to hold a LUM & RCP work session at 2pm on February 21st, Shawn seconded; motion passed unanimously.

MEETING ADJOURNED at 2:27 p.m. – *The next Regular Board Meeting will be Wednesday, February 21st, 2024 at 3p.m.*

Date: February 21st, 2024 **Authorized Signatures: _____**

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