MINUTES OF THE MEETEETSE CONSERVATION DISTRICT BOARD MEETING
July 10th, 2019

Name: Meeteetse Conservation District
Type of Meeting: Regular
Place: MCD Office 1906 State St, Meeteetse, WY
Date: 07/10/2019
Time: 3:00pm
Presiding Officer: Tim Morrison
Supervisors Present: George (Tracy) Renner, Lionel Ostrander, Joe Thomas, Shawn Shepperson
Supervisors Absent: None
District Manager: Steffen Cornell
Resource Specialist: Joshua Kipley
Firewise Coordinator: Joshua Kipley
NRCS District Conservationist: Rory Karhu
Others: None

CALL TO ORDER/MINUTES: *Meeting was called to order at 3:00 p.m. by MCD Chairman Tim Morrison. Lionel Ostrander moved to approve the Board Meeting Agenda as presented, Joe Thomas seconded, motion passed unanimously. Tracy Renner moved to approve the June 12th, 2019 MCD Board Meeting Minutes as written, Shawn Shepperson seconded, motion passed unanimously.*

TREASURER'S REPORT:

- ***Adopt Final FY '20 Budget*** *- Lionel moved to adopt the Final FY 2020 MCD Budget, Joe seconded, motion passed unanimously.*
- ***Treasurer's Report*** *– Steffen Cornell reviewed with the MCD Board the June & July 2019 Profit & Loss Statement (Budget vs. Actual), Blanket Voucher, Bank Reconciliations, and the Meeteetse Conservation District Bills for the month. Tracy moved to accept the Treasurer's Report, pay the MCD Bills, and place the Treasurer's Report on file for audit, Joe seconded, motion passed unanimously.*

Blanket Voucher June - July 2019

Type	Date	Num	Name	Memo	Paid Amount
1000 · First Bank of Wyoming					
Check	06/30/2019	3334	Park County School District 16	VOID: Put check in printer upside down	0.00
Check	06/30/2019	ACH	United States Treasury	941 Deposit - 2nd Qtr, 2019 - Paid by EFTPS 7/15/19	-827.16
Check	06/30/2019	3335	CLS America	VOID: Put check in printer upside down	0.00
Check	06/30/2019	3336	Park County School District 16	FAA Sponsorship 2019	-30.00
Check	06/30/2019	3337	CLS America	Inv. # CIN1906FIN00010, Collection of sage-grouse spatial data in June	-106.00
Total 1000 · First Bank of Wyoming					-963.16
1001 · Pinnacle Bank Chk - xx01					
Check	06/30/2019	3550	Orchard Trust	June, 2019 - Plan #93001-02 D 354 for Steffen Cornell	-50.00
Check	06/30/2019	3551	Wyoming Retirement System	June, 2019 Contributions - Agency # 564	-1,205.25
Check	06/30/2019	3552	WEBT	WACD-BL-534802. Life Insurance for 3rd & 4th Qtr 2019.	-48.00
Check	06/30/2019	3553	Schatz Accounting Services	June, 2019 - Invoice 3264	-22.50

Check	06/30/2019	3554	Pinnacle Bank - VISA	VOID: Put check in printer upside down	0.00
Check	06/30/2019	3555	Steffen C Cornell {employee}	June, 2019 - Paycheck - S Cornell - DM	-2,910.01
Check	06/30/2019	3556	Joshua D Kipley {vendor}	Reimbursement - June, 2019	-56.91
Check	06/30/2019	3557	Pinnacle Bank - VISA	July payment for June transactions	-1,683.18
Check	06/30/2019	3558	Joshua D Kipley {employee}	June, 2019 - Paycheck - J Kipley - RS	-2,457.52
Check	07/05/2019	ACH	Google {vendor}	June, 2019 - conservewy.net - G Suite Business	-24.00
Check	07/10/2019	ACH	Town of Meeteetse	June, 2019 Utilities	-121.70
Check	07/10/2019	ACH	Black Hills Energy	June, 2019 - Acct. # 3214 4702 69	-38.13
Check	07/15/2019	ACH	TCT West Inc.	June, 2019 - Acct. # 00040249-3	-123.70
Check	07/18/2019	ACH	Blue Cross Blue Shield of Wyoming	Health Insurance Premium for August	-2,095.30
Check	07/25/2019	ACH	Big Horn REA {vendor}	June, 2019 - Acct. # 10337-003	-91.71
Total 1001 · Pinnacle Bank Chk - xx01					-10,927.91
TOTAL					**-11,891.07**

NRCS DISTRICT CONSERVATIONIST REPORT: *Rory Karhu was involved in the following programs for the month of June: Fiscal Year 2019 application planning for Park County; on-site planning and construction checks; on-site engineering surveys; on-site cultural resources surveys; wetland determinations; Conservation Cover (pollinator) plans; Nutrient Management plans; Irrigation Water Management plans; contract modifications. Rory provided Conservation Technical Assistance for the following: Highly Erodible Land (HEL) preliminary determinations; on-site assistance; in-office assistance; Provided GPS waypoints of Yellow Toadflax locations in MCD (public land) to PCWP; shared (landowner approved) vegetation monitoring data with MCD. Rory attended the following: Conservation Connection teleconference; Vehicle Management Tool (VMT) training; PCFCD, MCD, CCD monthly meetings; Willwood Workgroup #3 meeting; and Economics for Conservation Planning class in Casper.*

RESOURCE SPECIALIST REPORT: *Josh Kipley completed the following for the month of June: prepared and distributed the monthly MCD Board Meeting minutes; prepared the Resource Specialist monthly report; scanned MCD monthly financial documents; visited RHAP allotments and established monitoring points; flew drone at Wood River Campground; flew drone and assisted with cultural surveys with NRCS; removed cameras and equipment from MRFP location; flew drone in Jackson; attended Game & Fish meeting in Cody; flew drone over empty lot; tested drone flight modes at Meeteetse football field; collected and sent soil moisture data to UW; continued to collect sage grouse spatial data; continued to collect and record CoCoRAHS data; added announcements to the MCD website; entered WQM data to Access and Excel databases; performed WQM sampling & processing; visited YU Bench project site with contractor; attended Shoshone NF NZ fire planning meeting in Cody; reviewed CWPP data; attended Crandall/Sunlight Fire Dept. open house in Crandall to provide handouts and discuss Firewise information.*

DISTRICT MANAGER REPORT: *Steffen Cornell completed the following for the month of June: completed the MCD monthly bookkeeping, bank reconciliations, and all financial reports; reviewed monthly timesheets; cash flow tracking; worked on MCD Budget; mapping for YU project and site visit with contractor; story map experimentation; researching/downloading and learning to use application for harvesting properties from photos; worked on various documents for BLM grant; visited RHAP allotments to locate monitoring points; researched drone apps for flight modes; tested drone at Meeteetse football field; SWPP research for Chad Hill; and attended Game & Fish meeting in Cody.*

OLD BUSINESS: ***YU Bench Fence Project Update*** *– The project cost per mile may be more than budget, but will do what we can with the money we have.* ***Meeteetse Rim Fence Project*** *– All equipment has been removed from the field, and videos need to be analyzed.* ***FY '20 Wage Comparisons*** *– Steffen presented a Wage Comparison spreadsheet outlining*

three scenarios in regards to payroll costs and potential savings. Tracy moved to approve scenario #3 in the spreadsheet with wages reflected in the 2020 budget, Shawn seconded, motion passed unanimously. ***General*** *– RHAP cows come out of allotment the week of July 17th.*

NEW BUSINESS: ***Public Records*** *– Joe moved to appoint Steffen as the Public Records Point of Contact, Lionel seconded, motion passed unanimously.* ***WNRF Raffle Tickets*** *– There are raffle tickets available for the WNRF/WACD Convention in Buffalo November 14th. MCD Board reviewed calendars for July & August 2019.*

MEETING ADJOURNED at 3:56 p.m. *– Next Regular Board Meeting is Wednesday August 14th, 2019 at 3:00pm.*

Date: AUGUST 15, 2019 **Authorized Signatures:** Timothy J Mannix

Shawn Thompson

Joe