MINUTES OF THE MEETEETSE CONSERVATION DISTRICT REGULAR BOARD MEETING
June 14th, 2017

Name: Meeteetse Conservation District
Type of Meeting: Regular
Place: MCD Office, 1906 State St, Meeteetse, WY
Date: 06/14/2017
Time: 1:00pm
Presiding Officer: Tim Morrison
Supervisors Present: Lionel Ostrander, George (Tracy) Renner, Joe Thomas
Supervisors Absent: Kathy Gilbreath
District Manager: Steffen Cornell
Resource Specialist: Joshua Kipley
Firewise Coordinator: Bernie Spanogle (Absent)
NRCS District Conservationist: Rory Karhu
Others: Daniel Wood (MLRA Soil Survey Project Leader) NRCS

CALL TO ORDER: *Meeting was called to order at 1:03pm by Tim Morrison. Joe Thomas moved to approve the June Board Meeting Agenda as read, Tracy Renner seconded, motion passed unanimously. Daniel Wood, Soil Survey Project Leader from the NRCS Office was introduced as guest. Joe Thomas moved to approve the May 10th Board Meeting Minutes as amended, Lionel Ostrander seconded, motion passed unanimously.*

TREASURER'S REPORT: *Steffen Cornell reviewed with the Board the Profit and Loss Statement, Blanket Voucher, Bank Reconciliations and the Meeteetse Conservation District bills. Tracy Renner moved to approve the Bank Reconciliations, pay bills and place the Treasurer's Report on file for audit, Lionel Ostrander seconded, motion passed unanimously.*

Blanket Voucher May 2017 – June 2017

Type	Date	Num	Name	Memo	Paid Amount
1000 · First Bank of Wyoming					
Check	05/31/2017	3278	CLS America	CIN1705USA00506 May, 2017. Collection of sage-grouse spatial data.	-767.96
General Journal	05/31/2017	je138	United States Treasury	941 Deposit - 2nd Qtr, 2017 - Paid by EFTPS 6/15/17	-1,167.78
Check	05/31/2017	3277	Hach Company	Invoice # 10434343, Credit Memo # 2140713	-59.48
Check	05/31/2017	3276	Idexx Laboratories	Order # 1509243290	-1,648.62
Total 1000 · First Bank of Wyoming					-3,643.84
1001 · Pinnacle Bank Chk - xx01					
Check	05/31/2017	3332	Blue Cross Blue Shield of Wyoming	Health Insurance Premium for July Coverage	-2,341.11
Check	05/31/2017	3333	Orchard Trust	May - Plan #93001-02 D 354 for Steffen Cornell	-20.00
Check	05/31/2017	3341	Joshua D Kipley {employee}	May, 2017 - Paycheck - J Kipley - RS	-2,531.66
Check	05/31/2017	3340	Steffen C Cornell {employee}	May, 2017 - Paycheck - S Cornell - DM	-3,076.18
Check	05/31/2017	3334	Park County School District 16	FFA Donation	-100.00
Check	05/31/2017	3335	Pinnacle Bank - VISA	June payment for May transactions. Account Ending 6977 - Steffen C Cornell	-582.75
Check	05/31/2017	3337	Schatz Accounting Services	Invoice 2856	-45.00
Check	05/31/2017	3339	Wyoming Retirement System	May, 2017 Contributions - Agency # 564	-1,299.68
Check	05/31/2017	3338	WEBT	WACD-BL-534802, Employee/Dependent Life Insurance for 3rd and 4th Quarters, 2017	-48.00

Check	05/31/2017	3336	Powell Tribune	Account #6002	-100.00
Check	06/12/2017	Auto	Town of Meeteetse	May, 2017 Utilities	-121.70
Check	06/13/2017	Auto	Black Hills Energy	3214 4702 69 - May, 2017	-47.46
Check	06/15/2017	Auto	TCT West Inc.	00040249-3. May, 2017	-181.79
Check	06/26/2017	Auto	Big Horn REA {vendor}	10337-003, May, 2017	-106.61
Total 1001 · Pinnacle Bank Chk - xx01					-10,601.94
1004 · Firewise - Pinn Bank					
Check	05/31/2017	1101	Verizon Wireless	242040822-00001, May, 2017	-71.66
Total 1004 · Firewise - Pinn Bank					-71.66
TOTAL					**-14,317.44**

FIREWISE COORDINATOR REPORT: *(Absent) – Nothing to report*

NRCS DISTRICT CONSERVATIONIST REPORT: *Rory Karhu certified and approved several conservation practices, delivered a completed design for a cattle feedlot retention pond in the Meeteetse area, and completed construction checks. Rory also provided Conservation Technical Assistance by performing a Field Ditch Survey, Soil Testing, Weed Identification, and general conservation planning. Rory also attended the Local Working Group meeting for Division I at the MCD office, and the Rocky Mountain area meeting in Casper.*

RESOURCE SPECIALIST REPORT: *Josh Kipley prepared the MCD Board Meeting Minutes, attended the Local Working Group Division I Meeting in Meeteetse, and updated the Meeteetse Conservation District website. Josh contributed to the Sage Grouse Project by collecting sage grouse spatial data, performed nest surveys, and created maps using ArcGIS. Josh also collected data from the Spring Creek and Little Buffalo Basin soil moisture sites, and sent the data to the University of Wyoming. Josh conducted Water Quality Sampling of the Greybull and Wood Rivers, continued to collect and enter weather data for the CoCoRAHS site, and distributed the MCD newsletter "Trail News".*

DISTRICT MANAGER REPORT: *Steffen Cornell posted QuickBooks transactions, payed the MCD bills, and prepared the proposed MCD budget for FY 18. Steffen attended the Local Working Group Division I Meeting in Meeteetse, continued correspondence with HWA Wildlife Consulting, and the SGPP Advisory Committee Members. He also updated GIS shapefiles using ArcGIS, performed nest surveys in the SGPP study areas, continued collection of sage-grouse and raven spatial data, and conducted Water Quality Monitoring of the Greybull and Wood Rivers.*

GENERAL: *Tracy Renner moved to approve the May 30th Special Board Meeting Minutes as written, Joe Thomas seconded, motion passed unanimously.*

OLD BUSINESS: *Steffen mentioned to the MCD Board that the Wyoming Animal Damage Management Board did not fund project proposals regarding sage grouse or ravens. The MCD received two Thank You cards for the plaque sponsorship from the FFA. The MCD Board had no additional thoughts or recommendations concerning the NRCS Division I LWG Priority Watershed. Steffen mentioned that the Wyoming Water Development Office will be sending a notice to proceed for the Greybull River Level I Watershed Study and scheduling scoping meetings.*

NEW BUSINESS: *Tracy Renner moved to support the concept of the Wyoming Association of Special Districts Organization Letter, Lionel Ostrander seconded, motion passed unanimously. The MCD Board discussed The Nature Conservancy Easement Project for wildlife migration routes and subsequently discussed MCD's policy on not supporting perpetual easements – no action taken. Steffen mentioned that the MCD staff will be working on the Annual Plan of Work and Annual Report earlier than normal this year to get ahead of the deadline. He also mentioned that the MCD budgeted for a pay increase for the Resource Specialist during FY 18, pending a satisfactory performance evaluation.*

One pay increase is to be effective July 1st, 2017 and another pay increase effective January 1st, 2018. Tracy Renner moved to approve the pay increase of $.75 cents for the Resource Specialist, once a formal performance evaluation is completed, Joe Thomas seconded, motion passed unanimously. The MCD Board reviewed and approved the calendars for June and July 2017. The FY 18 budget hearing was scheduled for 12:00 p.m. on Wednesday July 12th, 2017 at the MCD office.

MEETING ADJOURNED AT 2:27 p.m. - *Next Regular Board Meeting:* ***Wednesday July 12th, 2017 at 1:00pm.***

Date: 7/12/17 **Authorized Signatures:**