MINUTES OF THE MEETEETSE CONSERVATION DISTRICT BOARD MEETING
March 7th, 2018

Name: Meeteetse Conservation District
Type of Meeting: Regular
Place: MCD Office, 1906 State St, Meeteetse, WY
Date: 03/07/2018
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:

CALL TO ORDER/MINUTES: *Meeting was called to order at 3:00p.m. by Chairman Tim Morrison. Joe Thomas moved to approve the Board Meeting Agenda as presented, Lionel Ostrander seconded, motion passed unanimously. Kathy Gilbreath moved to approve the February 14th, 2018 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. Kathy moved to approve the Treasurer's Report and pay the MCD bills, and place the Treasurer's Report on file for audit, Joe seconded, motion passed unanimously.*

Blanket Voucher February – March 2018

Type	Date	Num	Name	Memo	Paid Amount
1000 · First Bank of Wyoming					
Check	02/28/2018	3295	CLS America	CIN1802USA00406 February 2018. Collection of sage-grouse spatial data.	-420.00
Check	02/28/2018	3296	Bernard C Spanogle {employee}	February, 2018 - Paycheck - B Spanogle - FW (Firewise)	-527.90
General Journal	03/15/2018	je151	United States Treasury	941 Deposit - 1st Qtr, 2018 - Paid by EFTPS 3/15/18	-820.84
General Journal	03/15/2018	je151	United States Treasury	941 Deposit - 1st Qtr, 2018 - Paid by EFTPS 3/15/18 - Firewise	-206.82
Total 1000 · First Bank of Wyoming					-1,975.56
1001 · Pinnacle Bank Chk - xx01					
Check	02/28/2018	3425	Blue Cross Blue Shield of Wyoming	Health Insurance Premium for April Coverage	-1,355.88
Check	02/28/2018	3426	Orchard Trust	February, 2018 - Plan #93001-02 D 354 for Steffen Cornell	-50.00
Check	02/28/2018	3427	Pinnacle Bank - VISA	March payment for February transactions.	-371.94
Check	02/28/2018	3428	Schatz Accounting Services	Invoice 2996 for February Services	-22.50
Check	02/28/2018	3429	Wyoming Retirement System	February, 2018 Contributions - Agency # 564	-1,156.75
Check	02/28/2018	3430	Steffen C Cornell {employee}	February, 2018 - Paycheck - S Cornell - DM	-3,216.00

Check	02/28/2018	3431	Joshua D Kipley {employee}	February, 2018 - Paycheck - J Kipley - RS	-2,399.88
Check	03/01/2018	ACH	Google {vendor}	conservewy.net - G Suite Business - February, 2018	-20.00
Check	03/12/2018	ACH	Town of Meeteetse	February, 2018 Utilities	-121.70
Check	03/13/2018	ACH	Black Hills Energy	3214 4702 69 - February, 2018	-125.20
Check	03/15/2018	ACH	TCT West Inc.	00040249-3. February, 2018	-171.63
Check	03/25/2018	ACH	Big Horn REA {vendor}	10337-003, February, 2018	-248.63
Total 1001 · Pinnacle Bank Chk - xx01					-9,260.11
1004 · Firewise - Pinn Bank					
Check	02/28/2018	1114	Meeteetse Conservation District	Firewise reimbursement to MCD for February payroll expenses	-753.21
Check	02/28/2018	1115	Bernard C Spanogle {vendor}	Reimbursement for mileage and expenses	-102.77
Total 1004 · Firewise - Pinn Bank					-855.98
					-
					12,091.65

NRCS DISTRICT CONSERVATIONIST REPORT: *Rory Karhu was involved in the following programs for the months of January and February: 2018 EQIP Planning and Ranking for Park County; on-site construction checks; EQIP contract modifications; Peer to Peer 2018 EQIP ranking review meeting in Greybull; New Assignment of Payment application; In-office 2019 EQIP planning with applicant. The following Certified Practices were approved: Irrigation Pipeline, Irrigation Water Management, and Cover Crop. Rory provided Conservation Technical Assistance for high tunnel information; general program information; new land owner consultation-programs and resource concerns; McCullough Peaks water development update, and consultation of fence mitigation projects. Rory attended PCFCD, CCD and MCD monthly meetings; Cody Canal tour for Willwood Workgroup #3 in Cody; Conservation Connection meeting via teleconference; Nelson Irrigation meeting, and Aglearn Training.*

RESOURCE SPECIALIST REPORT: *Josh Kipley completed the following for the months of January and February: prepared the January and February 2018 MCD Board Meeting Minutes from notes; prepared RS monthly report; had correspondence with Bridger Plant Materials Center and Plants Select; completed FAA Remote Pilot Part 107 training; attended a meeting with WY Game & Fish in Cody to discuss potential projects; attended Sage Grouse Initiative Symposium via webinar; met with Bernie to transfer Firewise program to Resource Specialist; developed drone pre-flight and flight log spreadsheets; continued to collect sage-grouse spatial data; downloaded data from soil moisture sites; worked on updating MCD Water Quality Monitoring Sampling Analysis Plan; 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 for the months of January and February: MCD monthly bookkeeping, bank reconciliations, Year-end tax reporting for 2017, and all financial reports; met with WY Game & Fish in Cody to discuss potential projects; had correspondence with Shoshone National Forest regarding road closure; completed FAA Remote Pilot Part 107 training; had correspondence and meeting with WY State Forestry; digitized shapefiles for all center pivots in MCD; reviewed documents from other conservation districts for updating Plan of Work, Annual Report and Water Quality Monitoring Sampling Analysis Plan; had correspondence with WY Game & Fish regarding continued collection of location data through winter months using LWG funds; had correspondence with HWA regarding Chapter 33 reporting; reviewed raven data.*

OLD BUSINESS: *Steffen discussed with the MCD Board the current status of the Sage-Grouse Predation Project, and that a Chapter 33 permit was granted to allow MCD staff to continue to monitor and track remaining sage-grouse for 2018; Josh mentioned that the Town of Meeteetse responded with a letter regarding another potential location for the Amelia Earhart statue; MCD staff met with WY Game & Fish to discuss potential projects; there was a status update meeting for the Greybull Level I Watershed Study at the MCD office.*

NEW BUSINESS: *MCD staff could possibly be involved with WYGFD to monitor wildlife by setting up trail cameras along high traffic corners of fence/property. The MCD Board reviewed a copy of the State's fee schedule in regards to Rules and Regulations for Uniform Procedures, Fees, Costs, and Charges for Inspection, Copying, and Producing Public Records; this agenda item will be carried over to the next Board meeting. Tracy Renner moved to approve the LGLP renewal application with $1,000 deductible, Joe seconded, motion passed unanimously. In regards to the Meeteetse Youth Work Program, MCD does not see a need for a youth worker at the moment. The MCD Board reviewed the calendars for March and April 2018.*

MEETING ADJOURNED at 4:30 p.m. - *Next Regular Board Meeting:* ***Wednesday April 11th, 2018 at 3:00pm.***

Date: APRIL 11, 2018

Authorized Signatures: