MINUTES OF THE MEETEETSE CONSERVATION DISTRICT BOARD MEETING

Date:	Wednesday, 3/15/23	**District Manager:**	Steffen Cornell
Time:	2:30 p.m.	**Admin Assistant:**	Kate Biaggi
Place:	1906 State St, Meeteetse, WY	**NRCS DC:**	Rory Karhu (absent)
Meeting Type:	Regular	**Presiding Officer:**	Joe Thomas
Others:		**Supervisors Present:**	Ben Anson, Matt Burkhart, Shawn Shepperson
		Supervisors Absent:	Tim Morrison

CALL TO ORDER: Meeting was called to order at 3:01 p.m. by MCD Vice-Chairman Joe Thomas. There were no guests or members of the public present. Ben moved to approve the Agenda, Matt seconded, motion passed unanimously. Shawn moved to approve the minutes from the February 15th Regular Board meeting, Matt seconded, motion passed unanimously.

TREASURER'S REPORT: Matt presented the Treasurer's Report for February / March, which includes the Profit & Loss Statements (Budget vs. Actual), Balance Sheet, Bank Reconciliations and Transaction Detail Report. He indicated that the Board has received $197,000 in revenue this year, reflecting 96% of the new budget. The preliminary budget hearing for next fiscal year is scheduled for May. Ben moved to accept the Treasurer's Report and place the Report on file for audit, Shawn seconded, motion passed unanimously.

Blanket Voucher – February & March 2023

Type	Date	Num	Name	Memo	Paid Amount
1000 · First Bank of Wyoming					
Check	02/28/2023	3460	WWC Engineering	VOID: Printer Messed up check	0.00
Check	02/28/2023	3461	EDE Consultants	Invoice 0223025 - Spring Creek SAP	-2,287.00
Check	02/28/2023	3462	S Cornell {employee}	HSA # 2200003620413 - Contribution for Feb. '23	-400.00
Check	02/28/2023	ACH	United States Treasury	941 Deposit - 1st Qtr, 2023 - Paid by EFTPS 3/15/23	-463.68
Check	02/28/2023	3463	WWC Engineering	Invoices #224650004 & #224660004	-36,505.15
Total 1000 · First Bank of Wyoming					-39,655.83
1001 · Pinnacle Bank Chk - xx01					
Check	02/28/2023	3831	Park County Clerk	2022 Cost of Election Fee	-69.60
Check	02/28/2023	3832	Pinnacle Bank - VISA	March payment for February transactions	-1,757.17
Check	02/28/2023	3833	Schatz Accounting	February 2023 - Invoice 4153	-30.00
Check	02/28/2023	3834	Bryan Mick {vendor}	Xerox VersaLink C505 printer	-1,200.00
Check	02/28/2023	3835	S Cornell {employee}	February 2023 - Paycheck - S Cornell - DM	-3,202.09
Check	02/28/2023	3836	Kate Biaggi {employee}	February 2023 (11.8 hrs) - Paycheck - K Biaggi	-174.37
Check	02/28/2023	ACH	Empower Retirement	February 2023 - Plan #93001-02 D 354	-100.00
Check	02/28/2023	ACH	WY Retirement System	February 2023 Contributions - Agency # 564	-819.28
Check	02/28/2023	ACH	Google {vendor}	February 2023 - conservewy.net - G Suite Business	-24.00
Check	03/10/2023	ACH	Town of Meeteetse	February 2023 Utilities	-124.20
Check	03/10/2023	ACH	TCT West Inc.	February 2023 - Acct. # 00040249-3	-116.04
Check	03/13/2023	ACH	Black Hills Energy	February 2023 - Acct. # 3214 4702 69	-210.67
Check	03/17/2023	ACH	WEBT	Insurance Premiums - April 2023	-1,768.32
Check	03/24/2023	ACH	Big Horn REA {vendor}	February 2023 - Acct. # 10337-003	-291.84
Total 1001 · Pinnacle Bank Chk - xx01					-9,887.58
TOTAL					**-49,543.41**

DISTRICT CONSERVATIONIST REPORT:
Rory submitted a written report which included the following for the month of February 2023: Fiscal Year 2023 Planning and contracting; Planning with clients via text, email, and phone; Planning and installation in person on-site/ office; Contract modifications – 1 PCFCD, 1 CCD; Mailed 2023 Pre-approval letters; Big Game Initiative meetings, and coordination; Grassland CRP contract transfers (7 PCFCD); Certified practices (Table 1) – 1 PCFCD
Certified Practices for January include: High Tunnel System
Conservation Technical Assistance: Text, phone, and email assistance; In office/on-site assistance; HELC preliminary determinations (total fields) – 21 PCFCD
General: PCFCD, CCD, MCD monthly meetings; AC/DC meeting; Shoshone River Partners meeting; NRCS Programs Connection meeting; NRCS Technical Connection meeting; GovDelivery Article for February; TEAMS FSA Midas update; Willwood Irrigation District Annual Meeting Presentation; Heart Mountain Irrigation District Annual Meeting Presentation; Shoshone Irrigation District Annual Meeting; Rejuvra Symposium (Virtual); Absaroka Fence Initiative Collaboration Meeting; CRP Grasslands TEAMS Meeting

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; Correspondence w/ Board; Budget Amendment; Correspondence with Rory and G&F on post-treatment video clips of elk; Fish Passage: water rights mapping and various partner meetings and correspondence; Assisting other CD staff with SAP questions; Reviewed all SD cards for video clips; NRCS LWG Meeting prep, watershed mapping and correspondence with partners, updates to ranking sheet; Operations Planning; Picking up coffee grounds in Cody for compost; Requested Lek count files from G&F; Talked to local business and school staff about food waste for chicken house; Correspondence with EDE for comments to draft SAP and then DEQ; Draft SAP commenting and edits, including mapping for all sites and travel routes; Determining flume stilling well size and sonde compatibility with both manufacturers; Completely reformatted logbook to make field notes more efficient; Collected data, and entered data into CoCoRaHS reporting system; Working with Kate and Eric Robirds on updates to website

OLD BUSINESS:
Budget Amendment – The Budget Amendment has been accepted by the Dept. of Audit.

Whispering Ridge Subdivision Review – Steffen discussed that the Board was responsible for advising on any potential impact to soil or water quality, or other natural resource issues such as wildlife migration corridors, etc. No significant resource concerns were identified and, per a board directive, a supporting document will be provided to the landowner.

General – The Sewer line has thawed, and potential contractors were discussed to tear up the entire concrete slab, add additional insulation blueboard, and repour the concrete slab once the ground has thawed. Bryce Lewis was recommended as the preferred contractor. It was determined that the building's sewer line ties directly into the city sewer line.

A public hearing is scheduled for April 6th at 7PM to discuss annexation of land (All of the NE1/4 NW1/4, and all of the S1/2 NE1/4, SE1/4, SW1/4 of said Section 9 EXCEPTING THEREFROM that parcel of land conveyed to the Town of Meeteetse by the deed recorded in MF Book 148, Page 85 of the deed records on file in the office of the Park County Clerk and Recorder and EXCEPTING THEREFROM that parcel of land conveyed to the Bar Lazy YY, LLC by the deed recorded as Document No. 2006-9745 of said deed records; and all of the SE1/4 SE1/4 of said Section 8 lying easterly of the centerline of Wyoming State Highway 290, said parcel being 390.74 acres) into the town of Meeteetse.

NEW BUSINESS:

EV Charging Station – The Town of Meeteetse asked the Board to consider working with OtterSpace and allowing an EV Charging station to be put in on the lot along the North side of the building due to our access of Phase 3 Power along Water Street. The revenue gained from this project would be $100/year within a 10-year lease with OtterSpace. OtterSpace would cover all expenses. The Board will discuss potential issues with their lawyer and review the proposal.

LWG Division 1 Resource Concern Rankings – The board ranked Resource Concerns as: Field Sediment, Nutrient and Pathogen Loss as 1, Soil Quality Limitations as 2, Long-term Protection of Land as 3, Livestock Production as 4, Storage and Handling of Pollutants as 5, Degraded Plant Conditions as 6, Inefficient Energy Use as 7, Terrestrial Habitat at 8, Source Water Depletion as 9, Concentrated Erosion as 10, Pest Pressure as 11, Wind and Water Erosion as 12, Air Quality Emissions as 13, Aquatic Habitat as 14, Salt Losses to Water as 15, Field Pesticide Loss as 16, Fire Management as 17, and Weather Resilience as 18. To support the rest of the county within applications, the Board decided to select Bitter Creek – Shoshone River as Meeteetse's Priority Watershed.

Review Calendars for March and April 2023 – March 21st – G&F Season Setting Meeting; March 29th - NRCS Division 1 LWG Meeting; April 11th – 12th - WACD Supervisor Training; April 12th – 13th - Fish Passage training – Sheridan; April 19th - Bi-annual Maintenance / Safety Walk-Through

MEETING ADJOURNED at 4:53 p.m. – *The next Regular Board Meeting will be Wednesday April 19th, 2023 at 3:00 p.m.*

Date: April 19th, 2023 **Authorized Signatures: _____**

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