MINUTES OF THE MEETEETSE CONSERVATION DISTRICT BOARD MEETING

Date:	Wednesday, 3/19/25	**District Manager:**	Steffen Cornell
Time:	3:00 p.m.	**Resource Technician:**	
Place:	1906 State St, Meeteetse, WY	**NRCS DC:**	Rory Karhu
Meeting Type:	Regular	**Presiding Officer:**	Tim Morrison
Others:	Leanne Correll	**Supervisors Present:**	Shawn Shepperson, Ben Anson, Matt Burkhart,
		Supervisors Absent:	Joe Thomas

CALL TO ORDER

The meeting was called to order at 3:02 p.m. by MCD Chairman Tim Morrison. Shawn moved to approve the agenda and recognize guests, Ben seconded, motion passed unanimously. Matt moved to approve the minutes for the February 19th Board meeting, Ben seconded, motion passed unanimously.

TREASURER'S REPORT

Matt reviewed the Treasurer's Report for February / March, which includes the Blanket Voucher, Balance Sheet, Bank Reconciliations and Transaction Detail Report & Profit & Loss Statements (Budget vs. Actual). Matt shared a graph and noted that the last two months of Mill Levy revenue were much less than expected compared to past years' trends. 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 2025

Type	Date	Num	Name	Memo	Paid Amount
1000 · First Bank of Wyoming					
Check	02/28/2025	3527	WWC Engineering	Invoice # 243670001	-3,378.00
Check	02/28/2025	3528	WWC Engineering	Invoice # 224650015	-2,006.00
Check	02/28/2025	3529	SunAgri, LLC	Invoice 2136 & 2137	-2,033.25
Check	02/28/2025	ACH	United States Treasury	941 Deposit - 1st Qtr, 2025 - Paid by EFTPS 3/14/25	-480.64
Check	02/28/2025	3530	Steffen C Cornell {employee}	HSA # 2200003620413 - Contribution for February '25	-400.00
Total 1000 · First Bank of Wyoming					-8,297.89
1001 · Pinnacle Bank Chk - xx01					
Check	02/28/2025	3940	Pinnacle Bank - VISA	March payment for February transactions	-546.20
Check	02/28/2025	3941	Steffen C Cornell {employee}	February 2025 (160 hrs) - Paycheck - S Cornell - DM	-3,494.90
Check	02/28/2025	3942	Ashley L Coenen {employee}	February '25 (3.9 hrs) - Paycheck - A Coenen	-63.03
Check	02/28/2025	ACH	Empower Retirement	February 2025 - Plan #93001-02 D 354	-100.00
Check	02/28/2025	ACH	Wyoming Retirement System	February 2025 Contributions - Agency # 564	-893.76
Check	03/05/2025	ACH	Google {vendor}	conservewy.net - G Suite Business 25-26	-144.00
Check	03/10/2025	ACH	TCT West Inc.	February 2025 - Acct. # 00040249-3	-112.35
Check	03/12/2025	ACH	Black Hills Energy	February 2025 - Acct. # 3214 4702 69	-124.30
Check	03/12/2025	ACH	Town of Meeteetse	February 2025 Utilities	-134.20
Check	03/12/2025	ACH	WEBT	Insurance Premiums - April 2025	-1,974.32
Check	03/25/2025	ACH	Big Horn REA {vendor}	February 2025 - Acct. # 10337-003	-360.36
Check	03/28/2025	ACH	Cincinnati Insurance {vendor}	Property and Auto Insurance for April '25	-415.00
Total 1001 · Pinnacle Bank Chk - xx01					-8,362.42
TOTAL					**-16,660.31**

NRCS POWELL FIELD OFFICE (PFO) REPORT

PFO worked in the following programs during February: Fiscal Year 2025 Planning and Contracting; Planning with clients via text, email, and phone; Planning and installation in person on-site/office; Contract Modifications; Provided Grassland CRP spot-check letters to FSA; Nutrient, Irrigation and prescribed grazing management plan development.
Applied Practices in MCD included: Sprinkler System on 92.2 acres - $173,419.
Engineering: Preliminary engineering designs – 2 PCFCD.
PFO provided the following Conservation Technical Assistance: Text, phone, and email assistance; In office/on-site assistance; Assisted Meeteetse landowner with Water Rights verification process.
Outreach, Education, Presentations: Mentoring Powell FFA Environmental and Natural Resources team; Heart Mountain Irrigation District annual meeting: NRCS Update.
Trainings and Meetings: PCFCD, CCD, MCD monthly meetings; Monday morning Powell FO Staff Meetings; WY NRCS Leadership Team/District Conservationist TEAMS meeting; NRCS "Town Hall" TEAMS meeting with WY State Conservationist; NWLDP team meetings to continue work on Food Security Tool development (2); Phone call with National Coordinator about improving BitterCoonTrail WaterSmart proposal; Shoshone River Partners meeting – Cody.
Miscellaneous: Correspondence with local partners about planned and existing projects.

DISTRICT MANAGER REPORT

During the month of February, Steffen worked on: 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; Assisted MVC with software issues; Attended MVC monthly meeting and assisted with Fishing Derby; Ferret Den scheduling and clean up before/after events; Building Maintenance; Discussed RHAP funding for local Virtual Fence project; Correspondence and meetings with YU Fence project partners; Scanning in historic hard copy water quality data records; Dept. of Revenue compliance Report; Conducted Bioassay of compost to test for persistent herbicides; Soil Microscopy research; Correspondence with partners on Fish Passage Project; ARGOS checks and renewed unused IDs with Woods Hole Group; GIS data acquisition and mapping for Natural Resource Management Plan update.

OLD BUSINESS

Land Use Management & Resource Conservation Plan (RCP) update – Leanne reviewed the expectations and policies from the most recent version of the draft plan with the Board. The Board would like the MCD boundary added to the Grizzly Bear distinct populations map for reference. Steffen will distribute the draft to the Board who will provide feedback, edits and comments back to Leanne before the April meeting. The Board will approve a final public draft at the April meeting which will commence a 45-day public comment period.

Fish Passage Project Update – Steffen attended the Wyoming Water Development Commission meeting virtually to answer questions about any of the Small Water Project Applications for Fish Passage enhancement along the Greybull River and its tributaries. All 12 of MCD's applications were approved for funding in the amount of $35,000 each.

Empty Lot Lease Agreement – there is no update at this time.

NEW BUSINESS

General – Shawn requested the 'Raven Resolution' be added back to the agenda under Old Business for future discussion. The G&F season setting meeting is March 19th at 6pm in the Ferret Den. Steffen is interested in getting some training in Regenerative Soils and Regenerative Soil Microscopy and will keep the Board informed of what he finds out about programs.

Community Garden/Compost Workshop – Steffen is working with Caitlin Youngquist to host a Spring Workshop for the community that is focused around gardening/soil health and may have an additional speaker to present on Raising Backyard Chickens or utilizing goats for weed management.

Review Calendars for March and April '25 – The NRCS LWG meeting will be in Cody on April 22nd at 10am. There is an AFI workday on April 14th on BLM surface, east of Cody.

MEETING ADJOURNED at 4:55 p.m. – *The next Regular Board Meeting will be Wednesday, April 16th, 2025 at 3 pm.*

Date: May 21st, 2025 **Authorized Signatures: _____**

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MEETING ADJOURNED at 4:55 p.m. – *The next Regular Board Meeting will be Wednesday, April 16th, 2025 at 3 pm.*

Date: May 21st, 2025 **Authorized Signatures:**