MINUTES OF THE MEETEETSE CONSERVATION DISTRICT REGULAR BOARD MEETING
October 11th, 2017

Name: Meeteetse Conservation District
Type of Meeting: Regular
Place: MCD Office, 1906 State St, Meeteetse, WY
Date: 10/11/2017
Time: 1:00pm
Presiding Officer: Tim Morrison
Supervisors Present: George (Tracy) Renner, Lionel Ostrander, Kathy Gilbreath
Supervisors Absent: Joe Thomas
District Manager: Steffen Cornell
Resource Specialist: Joshua Kipley
Firewise Coordinator: Bernie Spanogle via Phone Conference
NRCS District Conservationist: Rory Karhu
Others:

CALL TO ORDER/MINUTES: *Meeting was called to order at 1:00 p.m. by Tim Morrison. Tracy Renner moved to approve the October Board Meeting Agenda as presented, Kathy Gilbreath seconded, motion passed unanimously. Kathy moved to approve the September 13th, 2017 MCD Board Meeting Minutes as written, Lionel Ostrander seconded, motion passed unanimously.*

TREASURER'S REPORT:

- *Review Treasurer's Report – Kathy reviewed and passed around the Profit and Loss Statement, Blanket Voucher, Bank Reconciliations, and the Meeteetse Conservation District bills for the Board to review. Kathy moved to approve and pay MCD bills and place the Treasurer's Report on file for audit, Tracy seconded, motion passed unanimously.*
- *Proof of Cash Status – Steffen went over the Proof of Cash details with the MCD Board.*

Blanket Voucher September 2017 – October 2017

Type	Date	Num	Name	Memo	Paid Amount
1000 · First Bank of Wyoming					
General Journal	09/30/2017	je143	United States Treasury	941 Deposit - 3rd Qtr, 2017 - Paid by EFTPS 10/10/17	-1,107.54
General Journal	10/31/2017	je145	Wyoming Department of Workforce Services	To pay 3rd Qtr, payables due	-380.72
General Journal	10/31/2017	je145	Wyoming Department of Workforce Services	To pay 3rd Qtr, payables due - Firewise	-12.61
Check	09/30/2017	3286	CLS America	CIN1709USA00433 July, 2017. Collection of sage-grouse spatial data.	-453.94
Check	09/30/2017	3287	Idexx Laboratories	Order # 1514261315	-929.57
Total 1000 · First Bank of Wyoming					-2,884.38
1001 · Pinnacle Bank Chk - xx01					
Check	10/25/2017	Auto	Big Horn REA {vendor}	10337-003, September, 2017	-110.87
Check	10/12/2017	Auto	Black Hills Energy	3214 4702 69 - September, 2017	-29.98
Check	10/15/2017	Auto	TCT West Inc.	00040249-3. September, 2017	-178.39
Check	10/10/2017	Auto	Town of Meeteetse	September, 2017 Utilities	-121.70
Check	09/30/2017	3369	Blue Cross Blue Shield of Wyoming	Health Insurance Premium for November Coverage	-2,341.11
Check	09/30/2017	3370	Orchard Trust	September - Plan #93001-02 D 354 for Steffen Cornell	-20.00

Check	09/30/2017	3371	Pinnacle Bank - VISA	October payment for September transactions. Account Ending 6977 - Steffen C Cornell	-327.62
Check	09/30/2017	3372	Schatz Accounting Services	Invoice 2914 for September Services	-45.00
Check	09/30/2017	3373	Vision West	Invoice # 5211-s	-185.00
Check	09/30/2017	3374	WACD {vendor}	Invoice 4409 - Plant Material Center Dues	-31.62
Check	09/30/2017	3375	Wyoming Retirement System	September, 2017 Contributions - Agency # 564	-1,215.93
Check	09/30/2017	3376	Steffen C Cornell {employee}	September, 2017 - Paycheck - S Cornell - DM	-2,840.13
Check	09/30/2017	3377	Joshua D Kipley {employee}	September, 2017 - Paycheck - J Kipley - RS	-2,414.59
Check	09/30/2017	3378	Wyoming Livestock Roundup	Invoice # 99936	-30.00
Total 1001 · Pinnacle Bank Chk - xx01					-9,891.94
1004 · Firewise - Pinn Bank					
Check	09/30/2017	1107	Verizon Wireless	242040822-00001, September, 2017	-71.72
Check	09/30/2017	1108	Vision West	Invoice # 5213-s	-185.00
Total 1004 · Firewise - Pinn Bank					-256.72
					-13,033.04

NRCS DISTRICT CONSERVATIONIST REPORT: *Rory Karhu was involved in the following programs: Wetlands Reserve Program survey verification; high tunnel, cover crops, infrastructure, and conservation cover. Rory provided Conservation Technical Assistance by: discussing program information with a producer, discussing information regarding a wildlife pond, and providing seed mix for a producer. Rory also attended the Shoshone Sediment Task Force Meeting, and the WACD Area III meeting in Cody.*

FIREWISE REPORT: *Bernie Spanogle gave his report via phone conference stating in his report that he will be retiring as the Park County Firewise Coordinator effective at the end of FY '18. At which time he will present to the MCD Board a final report and presentation. In the meantime Bernie will be providing training to the MCD Resource Specialist Josh Kipley, who will be taking over the Firewise program as Firewise Coordinator. Bernie will also communicate the change in personnel to the Park County Commissioners. Lionel moved to accept Bernie's retirement letter subject upon the following: a final report and presentation to the MCD Board; necessary notifications are made to Park County, and that the Firewise program will continue to serve Park County regardless of personnel change, Tracy seconded, motion passed unanimously.*

RESOURCE SPECIALIST REPORT: *Josh Kipley completed the following: prepared the MCD Board Meeting Minutes; updated the Meeteetse Conservation District website and Facebook page; continued to collect sage-grouse spatial data; updated and created maps using ArcGIS; collected data from the Spring Creek and Little Buffalo Basin soil moisture sites, and attended an NACD webinar. Josh also conducted Water Quality Sampling of the Greybull and Wood River; completed WY Dept. of Agriculture Annual Baseline Water Quality Sampling; compiled GVID GIS data; continued to collect and enter weather data for the CoCoRAHS site, and distributed the MCD newsletter "Trail News".*

DISTRICT MANAGER REPORT: *Steffen Cornell completed the following: posted QuickBooks transactions; completed the Profit and Loss Statement, Blanket Voucher, and Bank Reconciliations; payed the MCD bills, and completed FY 17 Proof of Cash. Steffen collected and processed raven spatial data; held an interview with NACD regarding the Black Footed Ferret; continued correspondence with accountant and engineering consultants; attended an NACD webinar; researched info for funding a Bark Beetle project, and worked on updating the MCD Facebook page.*

OLD BUSINESS: *Josh Kipley informed the MCD Board about recent activities concerning the Level I Watershed Study on the Wood River, and completion of the WY Dept. of Agriculture baseline sampling. The University of Wyoming Extension "Brainstorming" session on "Small Acreage Issues" is scheduled for November 14th; the 2017 Natural Resources Rendezvous is November 27th – 30th in Casper, and members need to register and make a decision by November 1st. Josh updated the MCD Board on the outdoor education project for the vacant lot next to the office. There was more discussion about changing monthly Board meeting times, and Tracy moved to change the monthly Board meeting times from 1:00 p.m. to 3:00 p.m. starting November 2017, Lionel seconded, motion passed unanimously.*

NEW BUSINESS: *The MCD will be hosting a fall ranching seminar conducted by the University of Wyoming Extension November 16th at the MCD office; Tracy moved to approve the signing of the WEBT medical insurance document by Chairman Tim Morrison, Kathy seconded, motion passed unanimously. The MCD received a statement of patronage capital from the Big Horn REA, MCD will keep all in one file, no action taken; Josh presented a training opportunity for an online self-paced course, Josh will keep the MCD Board informed on a possible start time, and the MCD Board will make a decision at that time. Lionel moved to approve a district credit card with a limit of $1500 for Josh, Tracy seconded, motion passed unanimously. The EPA WOTUS hearing is October 17th and can be hosted at the MCD office if need be. The MCD Board reviewed and approved the calendars for October and November 2017.*

MEETING ADJOURNED AT 3:16 p.m. - *Next Regular Board Meeting:* ***Wednesday November 8th, 2017 at 3:00pm.***

Date: 11-8-17 **Authorized Signatures:** Timothy Morrison

Lionel Kipley

Douglas S. Rennaker