MINUTES OF THE MEETEETSE CONSERVATION DISTRICT BOARD MEETING

Date:	Wednesday, 10/15/25	**District Manager:**	Steffen Cornell
Time:	3:00 p.m.	**Resource Technician:**	
Place:	1906 State St, Meeteetse, WY	**NRCS DC:**	
Meeting Type:	Regular	**Presiding Officer:**	Tim Morrison
Others:		**Supervisors Present:**	Matt Burkhart, Shawn Shepperson, Joe Thomas, Ben Anson
		Supervisors Absent:	

CALL TO ORDER

The meeting was called to order at 3:00 p.m. by MCD Chairman Tim Morrison. Joe moved to approve the agenda and recognize guests, Shawn seconded, motion passed unanimously.

TREASURER'S REPORT

Matt reviewed the Treasurer's Report for September / October, which includes the Blanket Voucher, Balance Sheet, Bank Reconciliations and Transaction Detail Report & Profit & Loss Statements (Budget vs. Actual). Matt also reviewed a graph depicting the trend of the price of oil and the MCD Mill Levy history and noted that there could be some tougher times ahead. Shawn moved to accept the Treasurer's Report and place the Report on file for audit, Joe seconded, motion passed unanimously.

Blanket Voucher – September & October 2025

Type	Date	Num	Name	Memo	Paid Amount
1000 · First Bank of Wyoming					
Check	09/11/2025	ACH	Barnett Performance	Invoice for Can-Am Repair Labor	-855.00
Check	09/30/2025	3551	Powell-Clarks Fork Cons. District	Registration for Area III Meeting 2025	-20.00
Check	09/30/2025	3552	Midwest Fence Company	Invoices # 40214 & 40242	-174.00
Check	09/30/2025	3553	Steffen C Cornell {employee}	HSA # 2200003620413 - Contribution for Sept. '25	-400.00
Check	10/15/2025	ACH	United States Treasury	941 Deposit - 3rd Qtr, 2025 - Paid 10/15/25	-510.12
Check	10/30/2025	ACH	WY Department of Workforce Services	To pay 3rd Qtr, 2025 payables due - Paid 10/31/25	-317.96
Total 1000 · First Bank of Wyoming					-2,277.08
1001 · Pinnacle Bank Chk - xx01					
Check	09/30/2025	3963	Ashley L Coenen {employee}	September 2025 (3.7 hrs) - Paycheck - A Coenen	-61.51
Check	09/30/2025	3964	Steffen C Cornell {employee}	September 2025 (176 hrs) - Paycheck - S Cornell	-3,666.03
Check	09/30/2025	3965	Pinnacle Bank - VISA	October payment for September transactions	-1,489.87
Check	09/30/2025	ACH	Empower Retirement	September 2025 - Plan #93001-02 D-354	-100.00
Check	09/30/2025	ACH	Wyoming Retirement System	September 2025 Contributions - Agency # 564	-931.00
Check	10/09/2025	ACH	Black Hills Energy	September 2025 - Acct. # 3214 4702 69	-48.05
Check	10/10/2025	ACH	TCT West Inc.	September 2025 - Acct. # 00040249-3	-110.37
Check	10/10/2025	ACH	Town of Meeteetse	September 2025 Utilities	-164.70
Check	10/10/2025	ACH	WEBT	Insurance Premiums - November 2025	-2,033.32
Check	10/27/2025	ACH	Big Horn REA {vendor}	September 2025 - Acct. # 10337-003	-117.84
Check	10/28/2025	ACH	Cincinnati Insurance {vendor}	Property and Auto Insurance for November '25	-462.00
Total 1001 · Pinnacle Bank Chk - xx01					-9,184.69
TOTAL					**-11,461.77**

NRCS POWELL FIELD OFFICE (PFO) REPORT – *Rory provided a written report before the shutdown started*

PFO worked in the following programs during September: Fiscal Year 2025 Planning and Contracting and Fiscal Year 2026 Planning; Planning with clients via text, email, and phone; Planning and installation in person on-site/office; Fiscal Year 2026 Planner program applications – 100 to date; Grassland CRP Prescribed grazing plan signatures – 4 CCD, 5 PCFCD.

Applied Practices included: Sprinkler System; Irrigation Pipeline; Pumping Plant; Structure for Water Control; Irrigation Reservoir; Cover Crop.

Engineering: Final engineering designs – 2 PCFCD; Engineering surveys; On-site construction checks.

PFO provided the following Conservation Technical Assistance: On-site irrigation planning; In office/phone assistance.

Trainings and Meetings: PCFCD, MCD monthly meetings; Monday morning Powell FO Staff Meetings; Conservation Connection, TEAMS meeting; FY2026 Soils Technical Team meeting; Shoshone River Partners meeting; WACD Area III meeting, Powell and Field trip to Heart Mountain Seed Co.; USDA FS TEAMS meeting about Fish Screen/Irrigation pipeline proposals on Forest Service land; TEAMS meeting with Park County Open Lands Employees about the NRCS ALE inspection process.

Miscellaneous: AFI permanent power fence construction checks on Cody-Meeteetse Highway pronghorn crossings.

DISTRICT MANAGER REPORT

During the month of September, 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 Accountant for Payroll; Property maintenance, mowing and irrigating; Providing technical assistance to MVC; Visited with landowners in office; Compost sales; Area III Meeting in Powell, WDA Base Funding documentation; Regular worm bin maintenance and feeding; Ordering supplies, materials and equipment; Collected data, and entered data into CoCoRaHS reporting system; Correspondence with partners on Fish Passage Project; ARGOS checks; YU Bench Fence modifications; Raven Resolution; working with TNC on new Fish Passage application and submitting to WY Water Development office; arranged for repairs on the trailer; repaired the roof/roll cage issue on the Can-Am.

OLD BUSINESS

SWAG – Steffen reminded the Board to get an article of clothing that will be embroidered with the MCD logo to wear at various WACD and other functions. Matt has provided a vest.

Raven Resolution – The Raven Resolution was discussed at the Area III meeting and was approved during the business meeting and will be moved to Convention where it will be voted on by the WACD Board on whether to be adopted as policy or not. It was also brought forward at the recent Wyoming Farm Bureau annual meeting.

Sign Design Contest – Steffen has reached out to the school again to see if they're still interested in collaborating on a contest for students to submit design ideas for new District signs at each of the 3 boundary locations.

Fish Passage – Ben gave a brief update on the work that has been taking place for some of the Fish Passage projects. Contractors have been working on Rock Creek recently.

NEW BUSINESS

General – Cody CD has hired a new Manager, Cory Williams. We still have WNRF raffle tickets for sale.

Review Calendars for October and November '25 – The next Board meeting is scheduled for Monday, November 17th due to Annual Convention in Gillette during the week of the 19th. Steffen will have a site visit on North Fork Dick Creek with TNC and G&F to look at the culvert to be replaced on October 24th. AFI Volunteer work day with Cody HS students on October 29th. West Central States Wool Growers Convention in Cody, November 6th – 8th.

MEETING ADJOURNED at 3:41 p.m. – *The next Regular Board Meeting will be Monday, November 17th, 2025 at 3 pm.*

Date: December 17th, 2025 **Authorized Signatures: _____**

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MEETING ADJOURNED at 3:41 p.m. – *The next Regular Board Meeting will be Monday, November 17th, 2025 at 3 pm.*

Date: December 17th, 2025

Authorized Signatures: _____