MINUTES OF THE MEETEETSE CONSERVATION DISTRICT REGULAR BOARD MEETING
September 13th, 2017

Name: Meeteetse Conservation District
Type of Meeting: Regular
Place: MCD Office, 1906 State St, Meeteetse, WY
Date: 09/13/2017
Time: 1:00pm
Presiding Officer: Tim Morrison
Supervisors Present: George (Tracy) Renner, Joe Thomas, Lionel Ostrander, Kathy Gilbreath
Supervisors Absent:
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 1:03 p.m. by Tim Morrison. Joe Thomas moved to amend and approve the September Board Meeting Agenda to include the WACD Area III meeting, Lionel Ostrander seconded, motion passed unanimously. Joe moved to approve the August 9th, 2017 MCD Board Meeting Minutes as written, Kathy Gilbreath seconded, motion passed unanimously.*

TREASURER'S REPORT:

- *Review Treasurer's Report Blanket Voucher and pay bills – Steffen Cornell reviewed with the Board the Profit and Loss Statement, Blanket Voucher and the Meeteetse Conservation District bills. Kathy Gilbreath moved to approve and pay bills and place the Treasurer's Report on file for audit, Lionel Ostrander seconded, motion passed unanimously.*
- *Approve Bank Reconciliations – Kathy moved to approve bank reconciliations, Tracy Renner seconded, motion passed unanimously.*
- *Formally Accept F-32 – MDC Board reviewed and discussed the F-32 that was submitted by Steffen, which has already been reviewed and accepted by the Wyoming Department of Audit. No action taken.*

Blanket Voucher August 2017 – September 2017

Type	Date	Num	Name	Memo	Paid Amount
1000 · First Bank of Wyoming					
Check	08/31/2017	3284	CLS America	CIN1708USA00553 July, 2017. Collection of sage-grouse spatial data.	-678.38
Check	08/31/2017	3285	HWA Wildlife Consulting, LLC	August Invoice - 5353	-9,297.50
General Journal	08/31/2017	je142	United States Treasury	941 Deposit - 3rd Qtr, 2017 - Paid by EFTPS 9/12/17	-1,178.34
Check	09/29/2017			Service Charge	-6.00
Total 1000 · First Bank of Wyoming					-11,160.22
1001 · Pinnacle Bank Chk - xx01					
Check	08/31/2017	3361	Blue Cross Blue Shield of Wyoming	Health Insurance Premium for October Coverage	-2,341.11
Check	08/31/2017	3362	Orchard Trust	August - Plan #93001-02 D 354 for Steffen Cornell	-20.00
Check	08/31/2017	3363	Pinnacle Bank - VISA	September payment for August transactions. Account Ending 6977 - Steffen C Cornell	-518.42
Check	08/31/2017	3364	Schatz Accounting Services	Invoice 2898 for August Services	-45.00
Check	08/31/2017	3365	WACD {vendor}	2017/2018 District Dues	-5,568.58

Check	08/31/2017	3366	Wyoming Retirement System	August, 2017 Contributions - Agency # 564	-1,314.32
Check	08/31/2017	3367	Steffen C Cornell {employee}	August, 2017 - Paycheck - S Cornell - DM	-3,042.02
Check	08/31/2017	3368	Joshua D Kipley {employee}	August, 2017 - Paycheck - J Kipley - RS	-2,637.27
Check	09/11/2017	Auto	Town of Meeteetse	August, 2017 Utilities	-121.70
Check	09/12/2017	Auto	Black Hills Energy	3214 4702 69 - August, 2017	-23.86
Check	09/15/2017	Auto	TCT West Inc.	00040249-3. August, 2017	-174.70
Check	09/25/2017	Auto	Big Horn REA {vendor}	10337-003, August, 2017	-102.16
Total 1001 · Pinnacle Bank Chk - xx01					-15,909.14
1004 · Firewise - Pinn Bank					
Check	08/31/2017	1106	Verizon Wireless	242040822-00001, August, 2017	-71.70
Total 1004 · Firewise - Pinn Bank					-71.70
					-27,141.06

NRCS DISTRICT CONSERVATIONIST REPORT: *Rory Karhu was involved in the following programs: on-site Cultural Resources inspections of high-tunnel projects; worked on new EQIP (2018) applications; completed a Stream Visual Assessment Protocol; certified and approved Fence and Cover Crop conservation practices. Rory also provided conservation technical assistance for irrigation planning and soils verification; assisted one producer with a livestock well completion report; attended the Shoshone Watershed Sediment Task Force Meeting in Cody; attended Civil Rights training in Casper; attended Ethics training via Aglearn. Tracy Renner moved to approve a conservation plan for sprinkler irrigation on the upper Greybull River, Lionel Ostrander seconded, motion passed unanimously. Joe Thomas moved to approve a sprinkler irrigation conservation plan for a landowner on the upper Greybull River, Tracy Seconded, motion passed unanimously. Tracy moved to approve an additional Conservation Plan for surge irrigation on the lower Greybull River, Lionel seconded, motion passed unanimously.*

RESOURCE SPECIALIST REPORT: *Josh Kipley prepared the MCD Board Meeting Minutes; updated the Meeteetse Conservation District website and Facebook page; retrieved a sage-grouse transmitter for YUE71 in Oregon Basin; 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; performed vegetation clippings at the Spring Creek site. Josh also conducted Water Quality Sampling of the Greybull and Wood River; attended an In-Situ Water Quality Sampling webinar, and attended the Greybull River Level I Watershed Scoping Meeting; assisted in conducting Black Footed Ferret Surveys with the Wyoming Game and Fish Dept.; continued to collect and enter weather data for the CoCoRAHS site, and distributed the MCD newsletter "Trail News".*

DISTRICT MANAGER REPORT: *Steffen Cornell posted QuickBooks transactions; payed the MCD bills, and completed FY '17 Annual report for the WY Dept. of AG. Steffen collected and processed raven spatial data; continued correspondence with HWA regarding analysis and invoicing; and located PTT unit YUE71 with Josh in Oregon Basin. Steffen also completed transect monitoring and vegetation clippings at the Little Buffalo Basin site; attended an In-Situ Water Quality Sampling webinar, attended the Greybull River Level I Watershed Study scoping meetings; and performed water quality monitoring fieldwork; continued working on changes to the Water Quality database;, and assisted the WY G&F dept. with Black Footed Ferret surveys in Meeteetse.*

OLD BUSINESS: *Steffen informed the MCD Board that the BLM is trying to obtain additional funding for the sage-grouse predation project; tickets are still available for the Wyoming Natural Resource Foundation Fundraiser; there was discussion regarding possible projects for the empty lot next door, and that if MCD staff could present a plan at the next Board meeting. Steffen went over what was covered at the Area III Meeting in Cody regarding a draft procurement policy, and audit requirements for districts.*

NEW BUSINESS: *The MCD Board is planning on giving MDC staff guidance about the possibility of proposing a project for Bark Beetle Mitigation; a letter from the Shoshone National Forest Regional Forester was received regarding management of the Shoshone National Forest; a letter from the Wyoming Department of Audit was received informing the MCD the F-32 that was submitted was accepted, and an evaluation of the F-32 by the MCD Board is scheduled for the November MCD Board Meeting. The University of Wyoming Extension will be conducting a "Brainstorming" session for small acreage issues on November 14th, which Chairman Tim Morrison will be attending; the National Association of Conservation Districts is interested in preparing a blog covering the Black Footed Ferret project, and will be contacting the MCD staff for further information; the Wyoming Natural Resources Rendezvous is scheduled for November 27th – 30th in Casper. The MCD Board reviewed and approved the calendars for September and October 2017, and also discussed the possibility of changing the Board Meeting times in the future to 3:00 p.m.*

MEETING ADJOURNED AT 3:55 p.m. - *Next Regular Board Meeting:* ***Wednesday October 11th, 2017 at 1:00pm.***

Date: 10-11-2017 **Authorized Signatures:** Merle Kathy Gilbreath