

**CAMPBELL COUNTY CONSERVATION DISTRICT (CCCD)
BOARD OF SUPERVISORS
MEETING MINUTES
601 4-J Court, Suite D
Gillette, WY 82716
August 14, 2018**

CALL TO ORDER:

BJ Clark, Chair called the meeting to order at 4:03 p.m.

Attendees were: BJ Clark, Chair; Bob Maul, Vice-Chair; Casey Elkins, Supervisor; Jaime Tarver, Supervisor; Jennifer Hinkhouse, District Manager; Debbie Hepp, Program Assistant; Crystal Kellebrew, Education Coordinator; Clay Wood, Water/Range Technician and Tim Kellogg, District Conservationist. Guest in attendance was Charity Stewart, County 17.

FINANCIAL REPORT:

The financial report covering the previous month's activities and the current expenditures were reviewed by the Board.

The forwarded First Interstate Bank (FIB) checking account balance as of June 30, 2018, was **\$89,024.39**. The July 2018 deposit was **\$0.00**. Interest earned on FIB funds was **\$10.15**. Funds transferred from WGIF account to FIB checking account equaled **\$0.00**. Funds transferred from Grant Checking to FIB checking account equaled **\$0.00**. Total income was **\$10.15**. Funds transferred from FIB checking to WGIF account was **\$(0.00)**. Funds transferred to Grant Checking **\$(0.00)**. Expenditures for the month of July 2018 were **(\$28,437.24)**. As of July 31, 2018, the FIB checking account balance was **\$60,597.30**.

The Wyoming Government Investment Fund (WGIF) account balance as of June 30, 2018, was **\$110,673.62**. The July 2018 deposit was **\$0.00**. Interest earned on WGIF funds was **\$174.13**. Total income was **\$174.13**. Funds transferred to FIB checking account from the WGIF account were **\$(0.00)**. As of July 31, 2018, the WGIF account balance was **\$110,847.75**.

The Grant Checking account balance as of June 30, 2018, was **\$97,500.00**. The July 2018 deposit was **\$0.00**. Total income was **\$0.00**. Funds transferred from FIB account to Grant Checking were **\$0.00**. Expenditures for the month of July 2018 were **(\$0.00)**. As of July 31, 2018, the Grant Checking account balance was **\$97,500.00**.

The BHYC Checking account balance as of June 30, 2018, was **\$2,720.36**. The July 2018 deposit was **\$2,075.00**. Interest earned on BHYC funds was **\$0.53**. Total income was **\$2,075.53**. Funds transferred from FIB account to BHYC Checking were **\$0.00**. Expenditures for the month of July 2018 were **(\$0.00)**. As of July 31, 2018, the BHYC account balance was **\$4,795.89**.

The Authorized Voucher Report including checks from FIB Checking **#9383** through **#9400**, **Grant Checking #1010** and online payments were presented for review and approval by the Board.

Casey Elkins moved to file the financial report and to approve the authorized voucher report. Bob Maul seconded the motion. Motion approved.

MINUTES:

Casey Elkins moved to approve the minutes of the Board as written from the July 10, 2018 meeting. Bob Maul seconded. Motion approved.

NRCS REPORT:

EQIP: NRCS continues to work on the preapproved EQIP applications as they work their way through the review process. The grazingland and the wetland/wildlife applications are both obligated. The

NRCS State Office announced a second batching date for SGI funds. NRCS has one application for the SGI funds that is in the review process.

RCPP: Brandon is working on the 5 RCPP applications that were preapproved for Campbell County. There were 27 applications preapproved all together in the 3 counties.

CSP: Two of the four 2018 applications have been preapproved for funding. NRCS will start building those contracts this week. There is 1 renewal application from 2014 contracts that NRCS is working on to see if it is eligible.

AMA: Wyoming received an allocation for AMA. NRCS has 2 high tunnel applications that will be preapproved for this funding.

CTA: The PSI cover crops are growing with mixed success depending on location and mother nature. One field was hailed out but is re-growing, one field droughted out, one field is doing excellent. Lauren continues to work with the Spring Creek Grazing Association on their fencing project.

OTHER: Tim and Brandon attended a soil health training in Casper July 17-19. Tim presented at the Xerces Society Pollinator Workshop in Lingle on July 16. Lauren attended a beaver analog wetland training in Lander August 6th-9th. Tim will be on leave August 15-17.

WACD REPORT:

The Board reviewed the proposed WACD Board Resolution on EPA National Rivers and Streams Assessment Program.

CCCD STAFF REPORTS:

- **Jennifer Hinkhouse, District Manager**
 - July 11- Met with Master Gardeners and Gillette College to sign contract for rain garden
 - July 12- Attended a conference call with the USFS on changes to Sage Grouse
 - July 13- Attended Small Acreage Issue Team teleconference
 - July 16- Attended WDEQ teleconference on changes to the Non-Point Source Program
 - July 17- Attended NRCS State Technical Advisory Meeting in Casper with Jaime Tarver
 - July 18- Inspected contractors work on Horse Creek TSI project
 - July 19- Little Powder Watershed Steering Committee meeting
 - July 20- Met with the new Nature Conservancy representative for the area
 - July 24- Hosted the southwest Forestry network call for NACD
 - July 25- Inspected contractors work on Horse Creek TSI project
 - July 30 - Submitted quarterly reports for WSFD, WDEQ, and RCPP
 - July 31- Attended prairie dog meeting with the TBGPEA and the USFS/WDA
 - Aug. 1- Inspected contractors work on Horse Creek TSI project
 - Aug. 2- Worked at Fair booth
 - Aug. 4-9 – NACD Summer meeting/ Forestry Resource Policy Group Meeting
 - Aug 10- Vacation Day
- **Debbie Hepp, Program Assistant**
 - July 12 and 23 – Monitor Little Powder River
 - July 16 and 26 – Monitor Donkey/Stonepile Creek
 - July 25 – Final and copy 1100 newsletters
 - July 27 – Attend Little Powder Watershed staff meeting
 - July 30 – Attend staff meeting
 - July 31 – Set up booth for CC Fair
 - August 2 and 13 – Monitor Little Powder River
 - August 3 and 4 – Work in CC Fair booth
 - August 6 – Monitor Donkey/Stonepile Creek
 - Working on Annual Report and Annual Plan documents
 - Final WDA summary report
 - Reviewed Hazard Mitigation document

- Helped fold and label newsletters
- **Crystal Kellebrew, Education Coordinator**
 - July 12 – Lakeview Library Program
 - July 18 – Wright Library Program
 - July 20 – Vacation Day
 - July 25-30 - Newsletter
 - July 25 – Lakeview Library Program
 - July 27 – Vacation Day
 - July 31 – Fair Booth Set-up
 - August 2 – Worked C.C. Fair Booth
 - August 3 – Boys and Girls Club Education Activity, 200 kids
 - August 5 – Worked C.C. Fair Booth
 - August 8 – TSI
 - August 9-10 – Vacation Days
 - August 13 – TSI
 - Working on:
 - Campbell County Community Public Recreation District grant for BHNRYC.
 - Mallo Camp prep, test kits.
 - ColorCycle Program Contest
- **Clay Wood, Water/Range Technician**
 - July 12 – Little Powder River Sampling
 - July 16 – Donkey Creek Sampling
 - July 18 – Parks TSI
 - July 18 – LPR Watershed Steering Committee Meeting
 - July 23 – Little Powder River Sampling
 - July 24 – Cover Crop Site Visits
 - July 25 – Parks TSI
 - July 26 – Donkey Creek Sampling
 - July 31 – Fair Booth Set-up
 - August 1 – Parks TSI
 - August 2 – Little Powder River Sampling
 - August 3 – Fair Booth
 - August 4 – Fair Booth
 - August 6 – Donkey Creek Sampling
 - August 8 – Parks TSI
 - August 13 – Little Powder River Sampling
- **Additional information:**
 - WY/MT Tree school: Wyoming tree school will take place in Cody this year on October 11 and 12. Debbie has received a \$400.00 scholarship from State Forestry to attend the tree school, the estimated cost of the training is \$422 total plus her wages. Debbie will be attending the training.
 - USFS: They have added \$20,000.00 to our contract; District staff will look into additional projects to utilize these funds.
 - Sage Grouse MOU.

OLD BUSINESS:

A. Grants Update:

- **Water Quality Grants:**
 - Work continues with the watershed steering committee, this month draft objectives and action items were developed and reviewed by WACD and will go before the committee on August 28th.
 - Water sampling continues and will wrap up in September.
 - BMP's: CCCD now has contracts with the City, County, and Master Gardeners/Gillette College. There is \$98,564.31 remaining for projects. The District is looking into additional projects. Landowners have expressed concern about needing assistance with upfront costs and that reimbursement might not be an

option. After further discussion from the Board has decided to suggest that the landowners seek other funding options for the upfront cost.

- WSFD Bark Beetle Grant
 - CCCD staff is monitoring the project weekly to stay ahead of the contractor's progress. The contractor has completed 111.5 acres of thinning and has 92.9 acres remaining.
- RCPP
 - Partners are moving forward with contracting of the 5 recipients from Campbell County with an estimated cost of \$83,950.00 and contract obligation by the end of the federal fiscal year.

B. Campbell County Fair Booth: The board discussed different options for a booth at the County Fair due to low numbers of attendance at the CCCD booth. The Board will revisit this next meeting after gathering other options.

NEW BUSINESS:

- A. Hazard Mitigation Plan: Debbie has reviewed the document and it is out for public comment.
- B. Meeting with the City of Gillette: The meeting with the City of Gillette is scheduled for September 24 at 1:30 p.m., Jen, Clay, Jaime, and Bob will attend the meeting.
- C. Cover Crops: CCCD and NRCS have inspected all 6 sites that the District provided cost share on. One project did experience some loss due to hail. The Board discussed doing soil samples before and after future projects along with getting them on the current projects. After further discussion it was decided to add the requirement for 1 soil sample per every 40 acres into future cover crop project contracts.

Jaime Tarver made a motion for the District to fund and perform 2 soil samples with a requirement of 1 soil sample per every 40 acres for each current cover crop contracts. Bob Maul seconded the motion. Motion approved.

D. WDA Lab Funds: The District needs to review and signed the intent to use lab funds.

Casey Elkins moved to accept lab funds from WDA in the amount of \$3,882.00. Bob Maul seconded the motion. Motion approved.

- E. WDA Summary: The Board reviewed and has no changes to the document.
- F. State Tech Meeting Update: The board reviewed the notes that were taken at the state tech meeting.
- G. Prairie Dogs: Jen attended the first prairie dog meeting with the USFS that is being led by WDA, there will be monthly meetings through December. They are seeking to move forward in developing an amendment to the current prairie dog management plan and 2001 Grasslands Plan. WDA is requesting that the agencies decrease the number of representatives. The Board discussed if they wanted their own spot or to collectively have a conservation district representative. After further discussion from the Board they asked Jen to get with Converse County to see if they would like a joint spot. Next meeting is August 28.
- H. NACD Summer Meeting/Forestry RPG: Jen attended the Forestry RPG and NACD summer meeting. During the NACD Board Meeting the bylaws resolution did not pass but may be brought back at the national convention. NACD will be working on studies on soil health specific for the west. An agreement was signed with NWTF for a potential forestry position in our part of the state.
- I. White-nose Syndrome: In Ft. Laramie bats tested positive for *Pseudogymnoascus destructans* (Pd) formerly *Geomyces destructans*. This is not a confirmation that the bat had WNS (white-nose syndrome) but simple fungus was present. WNS can cause the bats to be awake during hibernation and can result in death from starvation and dehydration. According to the states strategic plan the discovery means that access coordination efforts with other agencies and

expand their outreach efforts. This may affect how we do forestry projects and 4(d) rule for NLEB.

- J. WACD State Convention 2019: CCCD will be the host for state convention in 2019, planning will start soon.
- K. Upcoming Events:
 - a. Little Powder Watershed Steering Committee Meeting – August 28
 - b. Mallo Camp – August 29-September 14
 - c. CCCD Board Meeting – September 11
 - d. Ranching for Profit – September 12
 - e. Area Meeting – September 18, Crook County

EXECUTIVE SESSION:

No executive session was needed.

GOOD OF THE ORDER:

There being no further business the Chair stated the next regular Board meeting will be held September 11, 2018 at 4:00 p.m. in the District/NRCS Conference Room.

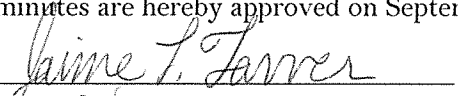

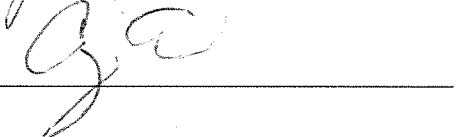
ADJOURN:

BJ Clark adjourned the meeting at 6:20 p.m.

APPROVAL:

These August 14, 2018 minutes of the Board are submitted for approval by: _____

These minutes are hereby approved on September 11, 2018:

 _____	 _____
 _____	_____
