

**CAMPBELL COUNTY CONSERVATION DISTRICT (CCCD)
BOARD OF SUPERVISORS
MEETING MINUTES
601 4-J Court, Suite D
Gillette, WY 82716
August 13, 2019**

CALL TO ORDER:

Lindsay Wood, Chair called the meeting to order at 4:01 p.m.

Attendees were: Lindsay Wood, Chair; Richard Hauber, Supervisor; Jennifer Hinkhouse, District Manager; Debbie Hepp, Program Assistant and Tim Kellogg, NRCS.

JOINING THE MEETING BY CONFERENCE CALL:

Casey Elkins, Vice-Chair.

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, 2019, was **\$45,959.82**. The July 2019 deposit was **\$5,791.71**. Interest earned on FIB funds was **\$5.93**. Funds transferred from WGIF/Grant Checking/BHYC Checking account to FIB checking account equaled **\$0**. Total income was **\$5,797.64**. Funds transferred from FIB checking to WGIF/Grant Checking/BHYC account was **\$(0.00)**. Funds transferred to Grant Checking **\$(0.00)**. Expenditures for the month of July 2019 were **\$(11,367.51)**. As of July 31, 2019, the FIB checking account balance was **\$40,389.95**.

The Wyoming Government Investment Fund (WGIF) account balance as of June 30, 2019, was **\$113,010.83**. The July 2019 deposit was **\$0.00**. Interest earned on WGIF funds was **\$211.71**. Total income was **\$211.71**. Funds transferred to FIB checking account from the WGIF account were **\$(0.00)**. Funds transferred to WGIF from FIB checking account were **\$0.00**. As of July 31, 2019, the WGIF account balance was **\$113,222.54**.

The Grant Checking account balance as of June 30, 2019, was **\$5.00**. The July 2019 deposit was **\$0.00**. Total income was **\$0.00**. Funds transferred from FIB account to Grant Checking were **\$0.00**. Funds transferred from Grant Checking to FIB account were **\$(0)**. Expenditures for the month of July 2019 were **\$(0.00)**. As of July 31, 2019, the Grant Checking account balance was **\$5.00**.

The BHYC Checking account balance as of June 30, 2019, was **\$7,382.33**. The July 2019 deposit was **\$0**. Interest earned on BHYC funds was **\$0.98**. Total income was **\$.98**. Funds transferred from FIB account to BHYC Checking were **\$0.00**. Expenditures for the month of July 2019 were **\$(383.00)**. As of July 31, 2019, the BHYC account balance was **\$7,000.31**.

The Authorized Voucher Report including checks from FIB Checking #9556 through #9568, and online payments were presented for review and approval by the Board.

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

MINUTES:

Richard Hauber moved to approve the minutes from the July 8, 2019 Board meeting. Casey Elkins seconded the motion. Motion approved.

NRCS REPORT:

EQIP: The one grazing lands application is now obligated. Brandon is working on a preapproved SGI application. Jessica has been doing range inventory on the backlogged applications. Chris Campton is working on new designs and construction inspections for the 2018 contracts.

RCPP:

Work has commenced on all of these contracts with some units being completed. One contract is fully completed.

CSP: The sign-up for 2019 ended May 10th. NRCS has 3 applications that rolled over from last year but no new ones.

CSP-GCI: NRCS has 5 pre-approved applications for this program. Tim is working on the maps and contract documents now.

CTA: Jessica and Chris Campton have been assisting WYG&FD and USF&WS with the Spring Creek Grazing Association Fencing project. Tim and Brandon have been assisting landowners with maps. Tim has assisted one landowner with Little Powder River Watershed project planning.

OTHER: Jessica will be attending the Great Plains Grassland conference in Bismarck, ND and on leave 8/19 to 8/28. Tim will be on leave in September, but he is not sure of the dates yet.

CCCD STAFF REPORTS:

Jennifer Hinkhouse, District Manager

- July 8 Board Meeting/ Budget Meeting
- July 9-16 Vacation
- July 18 Meeting with staff on area meeting
- July 18 Sampled Donkey Creek
- July 22 Sampled Little Powder
- July 23 Met with City Engineer, Staff meeting, RCPP conference call
- July 24 Storm Drain Stickers with Crystal
- July 25 Inspected county park BMP's
- July 29 Sampled Donkey Creek
- July 30 Forestry RPG meeting, Meeting with WSFD, Submitted all quarterly reports
- July 31 SAIT meeting, Joint Forestry Meeting
- August 1 Sampled Little Powder River
- August 1 Little Powder River Watershed Steering Committee
- August 2-7 NACD Summer Meeting/ Southwest Region Meeting
- August 7-9 Vacation

Working on:

- BMP project inspections/ implementation
- Water Quality Program
- Grant proposals

Debbie Hepp, Program Assistant

- July 10 USFS project on Spring Creek
- July 11, 22 Sample Little Powder
- July 12-19 Annual leave
- July 23 Staff meeting
- July 25 Verify county park BMP's
- July 28, 29 Sample Donkey Creek

- July 31 - August 6 Sick leave
- August 8 Sample Donkey Creek
- August 9 Deliver B&B's
- August 12 Sample Little Powder

Working on:

- Annual reports

Crystal Kellebrew, Education Coordinator

- July 9 Assisted with registration for Plant ID Workshop
- July 10 Applied Storm Drain Stickers
- July 11 LP Water Sampling
- July 16 PLT Conference Call
- July 18 DC Water Sampling
- July 24 Applied Storm Drain Stickers
- July 26-29 Vacation
- July 31-August 2 Vacation
- August 8 DC Water Sampling
- August 9-13 PLT Training in Dubois

Working on:

- Finalizing BHNRYC and final grant report
- Storm drain stickers
- PLT Training
- State Fair Activity
- Mallo Camp with CCSD and John Paul II School

OLD BUSINESS:

A. Grants Update:

- WSFD-Bark Beetle
 - The District has submitted the final report to WSFD and it has been accepted. An RFP has been put out for additional bark beetle funds. The District has a project in mind that did not receive funding through RCPP, which is approximately 100 acres. The Board agreed to apply for the funding for this new project.
- WDA/ WDEQ BMPS
 - In the last month the District has visited all of the pet waste stations to ensure they were properly installed. There are 4 missing in the city parks and 4 in the county parks. Project managers have been notified and are working to correct the issue. The Gillette College has completed their BMP project and submitted their paperwork for reimbursement. The reimbursement will be processed at the September board meeting.
- WDEQ
 - Storm drain stickers have been applied around the city.
- BLM
 - BLM would like to provide an additional \$40,000 in our agreement. The funds are to be expended on Little Powder River BMP's.

B. Board of Supervisors:

- BJ Clark submitted a letter to the Board last month, explaining that due to his new job he will no longer be able to attend meetings regularly. Following discussion it was decided to accept his letter of resignation and to start advertising the At-Large Board position

upon receipt of his letter. The District has not received his letter as of this meeting. The information for considering a board supervisor position will be posted to the CCCD website.

NEW BUSINESS:

- A. District Staffing
- The FWS and NRCS are interested in funding a shared position. Information will be presented during the September board meeting.
- B. NRCS MOA
- The District has received a draft MOA from NRCS. Jennifer has reviewed the document and is waiting for a final version to sign.
- C. WY Retirement System 457(b) Plan
- Prior to separation from the District, employees have an option to defer vacation leave payouts to the 457(b) Plan.
- D. C.C. 1% Funding Contract
- The Campbell County 1% Funding Contract was reviewed.
Richard Hauber made a motion to approve the C.C. 1% Funding Contract. Casey Elkins seconded the motion. Motion approved.
- E. NACD Summer Meeting
- Jennifer stated the meeting in Santa Fe was informative and progress was made on shared stewardship. A committee is being formed to assist NRCS in CAP106 harmonization. A Wildfire Symposium is proposed for Wyoming which will be fully funded by a grant from the USFS. Jennifer has been asked to be the Master of Ceremonies at the event. She attended an excellent presentation about marketing your district. A proposed bill was discussed, RECLAIM ACT H.R. 2156 and S 1232. Where one billion dollars of AML funds are proposed to be utilized for economic development. Three resolutions from Arizona were discussed: One concerning the border wall, one on water transportation from the Mississippi River to the Green River, and another on endangered species.
- F. WQ Update
- A spreadsheet was reviewed containing May, June, and July 2019 data for *e.coli*/geomeans. Jennifer will continue to update the information for review during the board meetings.
 - The Water Technician position will be announced this fall.
 - Jennifer has been discussing a sediment study with Crook County on Donkey Creek. South Dakota State University has information pertaining to a sediment study and Jennifer will research their program more.
- G. Area I Meeting
- CCCD will be hosting the Area I meeting on September 18 at the Gillette College Tech Center. Bids for the meal were reviewed.
Richard Hauber made a motion to approve the bid from Qdoba for the meal during the Area I meeting and have a registration fee of \$10.00. Casey Elkins seconded the motion. Motion approved.
- H. LPWSC Update
- No comments were received during the public comment period for the Little Powder River Watershed Restoration Plan. The LPRWSC has recommended the Plan to the Board for approval.
Casey Elkins made a motion to approve the Little Powder River Watershed Restoration Plan. Richard Hauber seconded the motion. Motion approved.
 - The first round of applications for the Little Powder River BMP's will close on September 30. The Committee will recommend funding on October 2 and the CCCD board will review recommendations for contracts on October 8.
- I. September Board Meeting Date
- Due to a conflict with a WSFD meeting on September 10, the board agreed to reschedule the next board meeting to September 5.

J. Upcoming Events:

- State Tech Meeting – August 20, 2019
- Mallo Camp – August 28-30, September 4-6 and 9-13
- Area I Meeting – September 18, 2019

ANY OTHER NEW BUSINESS:

- A. The District received notification from the DOI on changes for the Dry Fork Mine.
- B. The 2018-2019 WDA summary has been completed and reviewed by the board and will be submitted to the WDA and WACD.

GOOD OF THE ORDER:

There being no further business the Chair stated the next regular Board meeting will be held September 5, 2019 at 4:00 p.m. at 601 4J Court, Suite D in Gillette, WY.

ADJOURN:

Lindsay Wood adjourned the meeting at 5:03 p.m.

APPROVAL:

These August 13, 2019 minutes of the Board are submitted for approval by:

Debbie Hegg

These minutes are hereby approved on September 5, 2019:

James L. Lanier

Richard J. Hawk