

**CAMPBELL COUNTY CONSERVATION DISTRICT (CCCD)  
BOARD OF SUPERVISORS  
MEETING MINUTES  
CCCD Conference Room  
2101 South 4J Road  
Gillette, WY 82718  
August 11, 2020**

**CALL TO ORDER:**

Lindsay Wood, Chair called the meeting to order at 4:04 p.m.

Attendees were: Lindsay Wood, Chair; Jaime Tarver; Secretary/Treasurer; Richard Hauber, Supervisor; Keith Eisenbraun, Supervisor; Jennifer Hart, District Manager; Crystal Kellebrew, Education Coordinator; Tim Kellogg, NRCS. Guest in attendance were Colleen Faber, County Commissioner Liaison.

**JOINING THE MEETING BY CONFERENCE CALL:**

Casey Elkins, Supervisor.

**AMENDED FINANCIAL REPORT:**

Richard Hauber moved to approve the amended financial report for July 2020. Jaime Tarver seconded the motion. Motion approved.

**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, 2020, was \$18,596.64. The July 2020 deposit was \$157,042.18. Interest earned on FIB funds was \$0.87. Funds transferred from WGIF/Grant Checking/BHYC Checking account to FIB checking account equaled \$0.00. Total income was \$157,043.05. 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 2020 were (\$28,035.20). As of July 31, 2020, the FIB checking account balance was \$147,604.49.

The Wyoming Government Investment Fund (WGIF) account balance as of June 30, 2020 was \$24,347.70. The July 2020 deposit was \$0.00. Interest earned on WGIF funds was \$5.20. Total income was \$5.20. 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, 2020, the WGIF account balance was \$24,352.90.

The Grant Checking account balance as of June 30, 2020 was \$55,005.00. The July 2020 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 June 2020 were (\$0.00). As of July 31, 2020, the Grant Checking account balance was \$55,005.00.

The BHYC Checking account balance as of June 30, 2020 was \$7,822.97. The July 2020 deposit was \$0.00. Interest earned on BHYC funds was \$0.07. Total income was \$0.07. Funds transferred from FIB account to BHYC Checking were \$0.00. Expenditures for the month of June 2020 were (\$0.00). As of July 31, 2020, the BHYC account balance was \$7,823.04.

The Authorized Voucher Report including checks from FIB Checking #9704 through #9712 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. Keith Eisenbraun seconded the motion. Motion approved.

**MINUTES:**

Jaime Tarver moved to approve the minutes from the July 14, 2020 Board meeting. Keith Eisenbraun seconded the motion. Motion approved.

NRCS REPORT:

**EQIP:** NRCS has approved 2 grazinglands applications. NRCS is finishing up these contracts and they will be obligated by the end of August. There are 3 forestry applications that are approved and will be obligated by the end of August. Two of the 4 soil health applications have been obligated and the other two should be obligated by the end of next week. There is a September 11 deadline to get these obligated. NRCS will start the planning on 2021 applications as soon as we are done obligating. Currently there are 42 unfunded applications.

**AMA:** The one shelterbelt application and 11 of the 12 high tunnel applications have been obligated into contracts. The remaining application should be obligated by the end of next week. There is a lot of interest in high tunnel applications for 2021. NRCS is receiving a minimum of two inquires a week.

**RCPP:** Work has completed on another contract and NRCS will be to certify the work.

**CSP:** There were no applications for new CSP contracts this year. NRCS has one renewal application.

**CRP:** FSA received approval for emergency haying and grazing of CRP due to drought conditions. Tim has been working with three of the four eligible producers on modification and grazing plans.

**CTA:** Tim has assisted some landowners with soil health and cropland grazing questions. Brandon assisted some landowners with seeding recommendations and maps. Neal has been assisting the Sheridan FO and NEWIGI with Ventenata surveys and monitoring. Tim and Neal will be assisting Marlon Winger on August 12<sup>th</sup> looking at cover crop field in the northern part of the county.

**Other:** The office is at Phase 3 of the reopening plan. This means that all employees can be in the office with proper social distancing and producers can come in by appointment.

CCCD STAFF REPORTS:

**Jennifer Hart, District Manager**

- July 13- Sampled Donkey Creek
- July 14- NACD Forestry RPG conference call
- July 14- Submitted Paperwork for BLM Agreement Amendment
- July 14- Board Meeting/ Budget Meeting
- July 20- Sampled Little Powder River
- July 20- Met with USFS in Douglas for Dickenson Project
- July 22- All Staff Planted 340 Sage Brush Seedlings on the Dickenson Project
- July 23- Sampled Donkey Creek
- July 23- Submitted Quarterly Report to WDEQ for Phase II Project
- July 24- Submitted Quarterly Report to NRCS for RCPP
- July 24- Discussed options for FEMA Grant with City contractor
- July 24- Submitted Quarterly Report to WSFD for Bark Beetle Grant
- July 27- Water Quality conference call with CCNRD
- July 28- Vacation
- July 29- RCPP Conference Call with Partners
- July 29- Local Working Group Survey
- July 30- Submitted Quarterly Report to WDEQ for Phase III Project
- July 31- Vacation
- August 4- Staff Meeting
- August 4- Board of Agriculture meeting

- August 10- Sampled Little Powder River

Working on:

- Water Sampling
- BMP project inspections/ implementation/ contracting
- RCPP Stewardship contracting

**Debbie Hepp, Program Assistant**

- July 22 - Plant 340 sage brush seedlings on Forest Service - Dickinson project
- July 23 - Water monitor Donkey Creek
- July 29 - Delivered B&B's
- July 30 - Water monitor Little Powder
- August 3 - Water monitor Donkey Creek
- August 4 - Attend staff conference call meeting
- August 5 - Labeled all September sets of monitoring bottles
- August 10 - Water monitor Little Powder

Working on:

- Work on draft Watershed newsletter, final Annual Report/WDA Summary, draft Long Range Plan

**Crystal Kellebrew, Education Coordinator**

- July 14 - Cloverbuds Camp
- July 20 - WY Ag in the Classroom Workshop Calls
- July 22 - Planted 340 sage brush seedlings for Forest Service
- July 24 - 27 - Vacation
- July 30 - Water Monitor Little Powder
- August 3 - Water Monitor Donkey Creek
- August 4 - Staff Meeting
- August 11 - Forestry RPG Education Zoom Presentation

Working on:

- Assisting with water sampling
- Storm Drain Stickers
- Familiarize with Debbie's files.

**OLD BUSINESS:**

**A. Grants Update**

- WDEQ 319 Phase II: CCCD submitted a quarterly report at the end of July. The District will be receiving a reimbursement of \$15,519.66. Part of the reimbursement is a best management practice, \$1,393.77 is administration funding. CCCD staff is continuing to work with the private landowners on the implementation of best management practices. There are 4 active contracts, all set to expire at the end of October. One of the District's BMP projects was featured in the summer addition of Barnyards and Backyards.
- WDEQ 319 Phase III: CCCD staff is actively sampling in both impaired watersheds utilizing this grant. A quarterly report was submitted at the end of July. The total reimbursement is \$8,541.70 with \$3,709.02 in administrative.
- WDA: CCCD submitted an application for funding through WDA for best management practices within the Little Powder watershed. Jen sat on the Board of Ag conference call and represented our grant application. The District received full funding for this project, an agreement will be received and can start implementing the project.
- BLM: The agreement with BLM was amended last month. Our agreement has been increased by \$20,000.00 to conduct on the ground projects to improve the riparian areas within the Little Powder watershed.

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- USFS: CCCD staff was successful in planting 340 sage brush seedlings in the Dickenson allotment under our cooperative agreement with USFS. Jen will be reaching out to them with the next step and billing out the portion of the project that has been completed.
- WSFD: CCCD has submitted our quarterly report and will be working with the landowner shortly to get the project ready and contracted before winter.
- RCPP: CCCD submitted a quarterly report to NRCS for this project. We have 1.075 million dollars that have been contracted and about .5 million has been paid out to the producers for completed projects/units. We have contracted 2,899.5 acres of forestry practices which put the project 641.5 acres above what we committed to. Partners to date have been able to add an addition \$300,000.00 in matching funds. In the past month we have been dedicated to putting together a request for proposals packets to complete forest stewardship plans. The partners met for a brief conference call to approve on additional application for a plan. The RFP will be distributed on September 1<sup>st</sup>.

NEW BUSINESS:

- A. WQ Update
- The Board reviewed the current water quality data on Little Powder and Donkey Creek.
- B. Annual Report 2019-2020
- The Board reviewed the Annual Plan and Report for 2019-2020, discussion followed.

Richard Hauber moved to approve the 2019-2020 Annual Report. Keith Eisenbraun seconded the motion. Motion approved.

- C. Long Range Plan
- The Board reviewed the Long Range Plan, discussion followed.

Richard Hauber moved to approve the Long Range Plan to be release for a 45 day public comment period. Keith Eisenbraun seconded the motion. Motion approved.

- D. Invasive Grasses
- There has been interest in invasive grasses due to the identification of large areas of Ventenata within Campbell County. After discussion the board asked Jen to reach out to partners an put together a meeting to discuss how we can pool resources to help address these concerns. Jen will contact Weed and Pest to see how CCCD might facilitate this.
- E. WDA Reporting
- The Board reviewed the WDA reporting requirements.

Jaime Tarver made a motion to approve and sign the WDA Funding Requirement Agreement for FY21. Richard Hauber seconded the motion. Motion approved.

Richard Hauber made a motion to approve and sign the Risk Management Practices for FY21. Jaime Tarver seconded the motion. Motion approved.

- F. WACD Convention
- The 75<sup>th</sup> WACD State Convention is potentially in Torrington, WY. The WACD Board is meeting next week to discuss if they will move forward with the convention or move to a virtual meeting due to COVID-19 restrictions.
- G. FY21 Budget
- CCCD has carryover funds from last FY. The Board discussed how to utilize the carryover funds. After further discussion from the Board it was decided to pursue a new vehicle for the District. Jen will put together an RFP for the Board to review.
- H. Upcoming Events
- Election Sign Ups – August 3-25, 2020

- STAC Meeting – August 28, 2020
- CCCD Board Meeting – September 8, 2020
- Area I Meeting – September 24, 2020

ANY OTHER NEW BUSINESS:

EXECUTIVE SESSION:

No executive session needed.

GOOD OF THE ORDER:

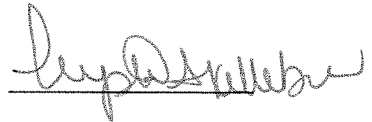
There being no further business the Chair stated the next regular Board meeting will be held October 13, 2020 at 4:00 p.m. at 601 4J Court, Suite D in Gillette, WY or by teleconference 1-877-820-7831, participant code 6821824.

ADJOURN:

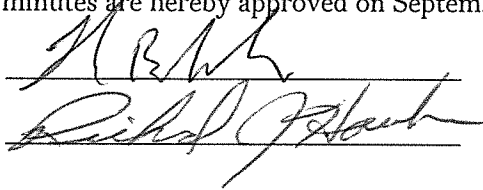
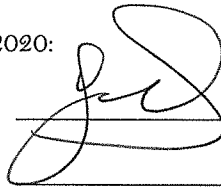
Lindsay Wood adjourned the meeting at 6:16 p.m.

APPROVAL:

These August 11, 2020 minutes of the Board are submitted for approval by:



These minutes are hereby approved on September 8, 2020:

  
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