

**CAMPBELL COUNTY CONSERVATION DISTRICT (CCCD)
BOARD OF SUPERVISORS
MEETING MINUTES
601 4-J Court, Suite D
Gillette, WY 82716
December 3, 2019**

CALL TO ORDER:

Lindsay Wood, Chair called the meeting to order at 4:00 p.m.

Attendees were: Lindsay Wood, Chair; Richard Hauber, Supervisor; Casey Elkins, Vice-Chair; Jaime Tarver, Secretary/Treasurer; Jennifer Hart, District Manager; Debbie Hepp, Program Assistant; Crystal Kellebrew, Education Coordinator. Guests in attendance were Del Shelstad, C.C. Commissioner Liaison and Keith Eisenbraun.

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 October 31, 2019, was **\$67,456.23**. The November 2019 deposit was **\$8,450.00.00**. Interest earned on FIB funds was **\$1.86**. Funds transferred from WGIF/Grant Checking/BHYC Checking account to FIB checking account equaled **\$30,000.00**. Total income was **\$8,451.86**. 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 November 2019 were **\$(42,820.31)**. As of November 30, 2019, the FIB checking account balance was **\$33,087.78**.

The Wyoming Government Investment Fund (WGIF) account balance as of October 31, 2019, was **\$83,711.67**. The November 2019 deposit was **\$0.00**. Interest earned on WGIF funds was **\$113.72**. Total income was **\$113.72**. 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 November 30, 2019, the WGIF account balance was **\$83,825.39**.

The Grant Checking account balance as of October 31, 2019, was **\$5.00**. The November 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 November 2019 were **(\$0.00)**. As of November 30, 2019, the Grant Checking account balance was **\$5.00**.

The BHYC Checking account balance as of October 31, 2019, was **\$7,001.44**. The November 2019 deposit was **\$0**. Interest earned on BHYC funds was **\$0.28**. Total income was **\$.28**. Funds transferred from FIB account to BHYC Checking were **\$0.00**. Expenditures for the month of November 2019 were **(\$0)**. As of November 30, 2019, the BHYC account balance was **\$7,001.72**.

The Authorized Voucher Report including checks from FIB Checking **#9609** through **#9622**, 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. Richard Hauber seconded the motion. Motion approved.

MINUTES:

Casey Elkins moved to approve the minutes from the November 5, 2019 Board meeting. Richard Hauber seconded the motion. Motion approved.

NRCS REPORT:

EQIP: No batching date has been set for 2020 applications because the final rules from the 2018 Farm Bill have not been released. NRCS currently has 50 EQIP applications for rangeland improvements, soil health and high tunnels.

RCPP: Work has started back up on the forestry contracts. Two of the five contracts are fully completed.

CSP: There are two producers interested in applying for 2020 CSP contracts.

CSP-GCI: NRCS has received 7 applications for the first sign-up of 2020. The contracts must be obligated by 1/24/20.

CTA: Tim and the Buffalo soil survey crew have been assisting a landowner with a leaking minnow pond. The Buffalo soil survey crew is almost finished with the field work on the ranch northwest of Gillette that denied access during the original soil survey.

Other: Tim will be on leave December 9-11 and 18-25. Brandon will be on leave December 24-27.

CCCD STAFF REPORTS:

Jennifer Hinkhouse, District Manager

- November 7 - Interview with Boise State about TBNG
- November 8 - WEBT webinar on health insurance.
- November 12 - JFT conference call on awards program
- November 13 -15- WACD State Convention, Buffalo
- November 19 - Presented to NPS Task Force Meeting, Casper
- November 20 - DEIS Plan Amendment TBNG Meeting, Douglas
- November 21 GIS training
- November 25 - Staff Meeting
- November 26 - Submitted annual report for RCPP

Working on:

- BMP project inspections/ implementation/ contracting
- Inputting final sampling data and updating sampling files
- RCPP Forest Stewardship Plan RFP
- Legislative breakfast WQ report

Debbie Hepp, Program Assistant

- November 13-15 - Attended WACD convention in Buffalo
- November 28-29 - Thanksgiving Holiday

Working on:

- Cleaning up files and back storage room
- Tree sale inventory kept current and take orders – have sold 1200 trees
- Research and process files to Archives in Cheyenne
- Work on Long Range Plan
- Work on next newsletter

Crystal Kellebrew, Education Coordinator

- November 6-8 – Sick
- November 11 – Holiday
- November 13-15 – Attended WACD Convention in Buffalo
- November 22 – Vacation
- November 25 – Staff Meeting
- November 28 & 29 – Holiday

Working on:

- Water Quality Compilation for Water Monitoring Day
- Plinko Board
- Cleaning up back storage room

Additional Information:

- BLM RMP amendment has been finalized, a record of decision was signed on November 22, 2019.

OLD BUSINESS:

A. Grants Update:

- WYDEQ
 - Chris Campton, NRCS is currently working on the engineering for BMP projects. Tim is working on putting projects into IRMA for cultural and wildlife review. Once these documents are complete, CCCD will sign contracts with producers.
- RCPP
 - The District has applications out for the forest stewardship plans. Application period will close at the end of the month. Once closed applications will be ranked with Crook and Weston Counties.

NEW BUSINESS:

A. District Staffing

- CCCD has received 34 resumes for the Watershed Coordinator position. The plan is to conduct interviews with 5 candidates that have been chosen in December. Jen requested a Board Member participate in the selection panel. Richard Hauber will sit on the panel.

B. Board Appointment

- The Board of Ag will be meeting on December 9th and our appointment is on the agenda. After the appointment we will receive a letter and Keith will be a voting member by January's meeting.

C. Long Range Plan Survey

- CCCD has been working on the long-range plan survey. The Board revised the draft survey, discussion followed.

D. Comment Letters

- CCCD will be submitting comment letters on TBNG Plan Amendment Draft EIS and CSP Comments.

E. Upper Belle Fourche Coordination Meeting

- CCCD will be contacting CCNRD to set up a coordination meeting on the Upper Belle Fourche tentative for January.

F. Mackey Road Easement

- The CCCD received notice from the Army Corps of Engineers that the Mackey wetland road wetland mitigation has fully achieved criteria and will not need further monitoring. CCCD has met the obligations under the permit.

G. Bark Beetle Grant

- On November 19th CCCD was informed that we will be receiving \$35,000.00 in state bark beetle funding. This funding will be utilized to assist a landowner with a thinning project. The original requested amount was \$47,000.00. However, the units all have been assessed and delineated by NRCS so only flagging will need to be completed. Once we receive the contracts from the state, we will begin laying out the project.

H. WDEQ Update

- On November 19th Jen presented in front of non-point source task force on the district 205(j) application. CCCD has received notification that they approved our full request of

\$28,258.00. This funding will provide for water quality sampling for the next sampling season.

- In December WDEQ will be requesting information for their integrated report, CCCD staff will be compiling and submitting that information.
- WDEQ is also working on improving their quality assurance and quality control procedures and are looking at certification of samplers. Internal draft review began in November and should soon be released for public comment.

I. Legislative Update

- Legislative update is included in the packets for review.

J. Upcoming Events:

- USDA Service Center Open House – December 6, 2019
- Legislative Breakfast – December 18, 2019
- Holiday Office Closed – December 25, 2019
- Holiday Office Closed – January 1, 2020
- CCCD Board Meeting – January 14, 2020
- Holiday Office Closed – January 20, 2020
- Watershed Meetings – January 23, 2020
 - Donkey Creek Watershed Steering Committee – 9:30 a.m. – 11:30 a.m.
 - Little Powder Watershed Steering Committee – 1 p.m. – 3 p.m.

ANY OTHER NEW BUSINESS:

EXECUTIVE SESSION:

No executive session needed.

GOOD OF THE ORDER:

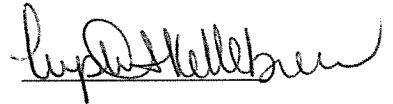
There being no further business the Chair stated the next regular Board meeting will be held January 14, 2019 at 4:00 p.m. at 601 4J Court, Suite D in Gillette, WY.

ADJOURN:

Lindsay Wood adjourned the meeting at 5:45

APPROVAL:

These December 3, 2019 minutes of the Board are submitted for approval by:



These minutes are hereby approved on January 14, 2020:

