

CAMPBELL COUNTY CONSERVATION DISTRICT (CCCD)
BOARD OF SUPERVISORS
MEETING MINUTES
601 4-J Court, Suite D
Gillette, WY 82716
February 14, 2017

CALL TO ORDER:

Lindsay Wood, Chair called the meeting to order at 4:05 p.m.

Attendees were: Lindsay Wood, Chair; BJ Clark, Vice-Chair; Bob Maul, Supervisor; Jennifer Hinkhouse, District Manager; Debbie Hepp, Program Assistant; Crystal Kellebrew, Education Coordinator; Jay Quintanilla, Water/Range Technician; and Tim Kellogg, District Conservationist. Guest in attendance was Clark Kissack, Campbell County Commissioner Liaison.

OATHS OF OFFICE:

Bob Maul and Lindsay Wood read aloud and signed the Oath of Office. They were sworn in as members of the Campbell County Conservation District Board of Supervisors by Crystal Kellebrew, Notary Public.

ELECTION OF FINANCIAL INSTITUTE & OFFICIAL NEWSPAPER

Bob Maul moved to retain First Interstate Bank as the District's financial institution and to maintain excess operating funds in the Wyoming Government Investment Fund account. BJ Clark seconded the motion. Motion approved.

Bob Maul moved to keep The Gillette News Record as the District's official newspaper. BJ Clark 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 December 31, 2016 was \$68,216.73. The January 2017 deposit was \$50,000.00. Interest earned on FIB funds was \$6.57. 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 \$50,006.57. Funds transferred from FIB checking to WGIF account was \$(0.00). Funds transferred to Grant Checking \$(0.00). Expenditures for the month of January 2017 were (\$26,853.62). As of January 31, 2017 the FIB checking account balance was \$91,369.68.

The Wyoming Government Investment Fund (WGIF) account balance as of December 31, 2016 was \$109,085.10. The January 2017 deposit was \$0.00. Interest earned on WGIF funds was \$47.55. Total income was \$37.51. Funds transferred to FIB checking account from the WGIF account were \$(0.00). As of January 31, 2017 the WGIF account balance was \$109,132.65.

The Grant Checking account balance as of December 31, 2016 was \$10,948.03. The January 2017 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 January 2017 were (\$0.00). As of January 31, 2017 the Grant Checking account balance was \$10,948.03.

The BHYC Checking account balance as of December 31, 2016 was \$4,105.86. The January 2017 deposit was \$0.00. Interest earned on BHYC funds was \$0.36. Total income was \$0.36. Funds transferred from FIB account to BHYC Checking were \$0.00. Expenditures for the month of January 2017 were (\$0.00). As of January 31, 2017 the BHYC account balance was \$4,106.22.

The Authorized Voucher Report including checks from FIB Checking #9104 through #9118, and no checks issued from Grant Checking, BHYC Checking and online payments were presented for review and approval by the Board.

Bob Maul moved to file the financial report and to approve the authorized voucher report. BJ Clark seconded. Motion approved.

MINUTES:

Bob Maul moved to approve the minutes of the Board as written from the January 10, 2017 meeting. BJ Clark seconded. Motion approved.

NRCS REPORT:

EQIP: Construction has slowed down with the weather but NRCS is proceeding on a few contracts. NRCS is in the process of determining eligibility and ranking the 2017 EQIP applications. NRCS currently has 42 applications in Protracts for 2017 funding. NRCS has screened 11 of these medium and eligible for ranking. Four of these are Seasonal High Tunnels, three Fabricated Metal Windbreaks and three Livestock Water Development applications.

CSP: NRCS has 7 new applications for 2017 funding. NRCS has not received the acreage allocation for CSP yet but it is expected that most of the allocation will be designated for Sage-grouse related projects. There are 5 2013 CSP that are eligible for renewal this year.

CRP: NRCS will continue to work on the second phase of the CCRP on the Little Powder River. FSA announced that 5 offers in Campbell County were accepted under the second CRP-Grasslands sign-up but only one decided to continue with their application. NRCS will assist this landowner with grazing plans and seeding recommendations.

CTA: NRCS has had one request for Technical Assistance for high tunnels and trees.

Other: Brandon will be on leave from February 9th to February 20th.

CCCD STAFF REPORTS

A. Crystal Kellebrew:

1. January 23, homeschool presentation on animal camouflage with 27 students.
2. January 25, assisted with set-up for land exchange workshop.
3. January 27, February 4, attended NACD Convention and presented at breakout session on BHNRYC. Crystal is also working on her report to the WCDEA for the scholarship she received to attend convention.

B. Debbie Hepp:

1. January 21, CCCD donated 8 – 1 gallon trees to Cattlewomen valued at \$88, they went for \$105 at the silent auction at the Ranchers Round-Up.
2. January 23, attended GLEE meeting.
3. January 25, CCCD hosted Land Exchange Process Workshop
4. January 31, attended Campbell County Natural Resource Land Use Plan meeting.
5. February 6, attended the second meeting for WPLI.
6. February 8th, attended Cattlewomen meeting to request donation for Ag Expo held on April 25. They will be donating \$450 to purchase pizza and they will no longer prepare lunch.
7. February 13, attended GLEE meeting, GLEE is scheduled for April 29, CCCD will have table with handouts.
8. Continuing to work on the planning of WCDEA Winter Training which will be held in Casper on April 4-6.
9. There are 2400 total trees sold from Colorado State FS and 225 from Lincoln Oakes and 4 rolls of weed barrier.
10. Working on possible workshops in the future; Grazing Management and Soil Health on June 1 and Plank Stewardship Initiative.

C. Jay Quintanilla:

1. January 22, lunch with Donkey Creek landowner to discuss 2016 water quality results.
2. January 24, traveled to Crook County for a soil health conference with Marlon Winger NRCS Regional Soil Specialist.
3. January 25, Submitted the draft DCSP data analysis report for DEQ for QA/QC.
4. January 26, Traveled with Todd from Game and Fish to Bill, WY for Thunder Basin Grasslands Prairie Ecosystem Association Meeting.
5. February 7, Received QA/QC comments from DEQ.
6. February 9, attended CCFWG meeting.
7. February 10, completed the final DCSP data analysis report.

D. Jennifer Hinkhouse:

11. January 12, attended WGA webinar on rangelands in the west.
12. January 12, RCPP conference call with NRCS and planning call for NACD Forestry RPG summer meeting.
13. January 19, met with partners and BLM at forestry project site for photos for an article that BLM is putting together on the forestry projects that we have been doing.
14. January 20, RCPP conference call with the NRCS State Office.
15. January 24, participated with Debbie on the WCDEA executive conference call.
16. January 25, attended the Land Exchange Workshop hosted by CCCD.
17. January 26, SAIT meeting to discuss articles for Barnyards & Backyards.
18. January 27, Crystal and Jen traveled to Denver for NACD Convention and returned February 2.
19. Week of February 6 we had several staff meetings and meetings on our water quality program.
20. February 9, CCFWG met and continued working in the forestry strategy, are working towards a completed draft for our next meeting on March 23.
21. February 13, held a meeting for the RCPP partners to discuss the agreements that are due to NRCS on February 17.

OLD BUSINESS:

A. Grants Update:

- a. Jen is working on completing the final financials for the WDA Water Quality Grant on DC/SP. The final report is due to the Department of Agriculture by the 28. Jay has received the QA/QC back and has made all the necessary corrections.
- b. Jen asked the Board if they were interested in having the brochures printed on the results of the last water quality projects. The printing of the brochures would have to come out of our program expenses and last time they cost about \$1 a piece. After discussion the Board decided to print them in house.

B. Grant Applications Update

- a. The District has received the contract from WWNRT for the deep potted cottonwood project. WWNRT has agreed to provide \$5,000.00 towards the project. This would cover the cost of the plants and planting materials, mileage, and some monitoring costs. Jen asked the Board if they would like to move forward with the project. Discussion followed.

Bob Maul moved for CCCD to sign the contract with WWNRT for the deep potted cottonwood project. BJ Clark seconded the motion. Motion approved.

NEW BUSINESS:

- A. CCCD Trailer: The Board discussed the trailer that CCCD owns. The Board would like the staff to look into selling the trailer.
- B. CCCD Policies: The Board reviewed the wildlife policies.
- C. Legislative Update: The Board reviewed the Legislative Update #8 from WACD.

- D. Draft Budget: CCCD received a letter from the County Commissioners asking the CCCD to supply two budgets for them; one with a 7% reduction and one with a 12% reduction. After further discussion the Board has decided to have another meeting to review and approve the budget.
- E. WPLI: Debbie emailed out the minutes from the WPLI meeting for the Board to review. There will be another meeting on March 23 in Lander, WY, they have selected a committee to attend that meeting.
- F. Farm Bill: A copy of the Farm Bill was passed out for the Board to review. If they have any questions or comments they will send them to Jen.
- G. TBNG Coordination Group: Jen asked the Board if they would like to participate in the TBNG Coordination Group. Discussion followed.

BJ Clark moved for Jen to represent the CCCD at the TBNG Coordination Group and for Jay to be alternate if Jen cannot attend. Bob Maul seconded the motion. Motion approved.

H. Upcoming Events:

- a. Holiday Office Closed, Presidents Day – February 20, 2017.
- b. Supervisor and Employee Certification – February 22-24, 2017.
- c. CCCD Board Meeting – March 14, 2017.
- d. Raptor Symposium – March 29-30, 2017
- e. Bridger Plant Material Center Tour – June 14, 2017

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 March 14, 2017 2016 at 4:00 p.m. in the District/NRCS Conference Room.

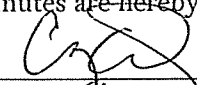


ADJOURN:

Lindsay Wood adjourned the meeting at 6:20 p.m.

APPROVAL:

These February 14, 2017 minutes of the Board are submitted for approval by: _____

These minutes are hereby approved on March 14, 2017:

 _____  _____	 _____ _____
--	--

CAMPBELL COUNTY CONSERVATION DISTRICT (CCCD)
BOARD OF SUPERVISORS
SPECIAL MEETING MINUTES
601 4-J Court, Suite D
Gillette, WY 82716
February 23, 2017

CALL TO ORDER:

Lindsay Wood, Chair called the teleconference meeting to order at 9:00 a.m.

Attendees were: Lindsay Wood, Chair; BJ Clark, Vice-Chair; Casey Elkins, Secretary/Treasurer; Bob Maul, Supervisor; Jennifer Hinkhouse, District Manager; and Crystal Kellebrew, Education Coordinator.

NEW BUSINESS:

A. CCCD Budget FY18:

- i. The Board reviewed the two budgets; one with 7% cut and another with 12% cut for the Campbell County Optional 1% Funding Application FY 18, it is due to the County Commissioners on March 1, 2017.

Casey Elkins moved to approve both of the FY18 Campbell County Optional 1% Funding Application. BJ Clark seconded the motion. Motion approved.

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 March 14, 2017 2016 at 4:00 p.m. in the District/NRCS Conference Room.

ADJOURN:

Lindsay Wood adjourned the meeting at 9:14 a.m.

APPROVAL:

These February 23, 2017 special minutes of the Board are submitted for approval by:

These minutes are hereby approved on March 14, 2017:

