

**CAMPBELL COUNTY CONSERVATION DISTRICT (CCCD)
BOARD OF SUPERVISORS
MEETING MINUTES
601 4-J Court, Suite D
Gillette, WY 82716
February 13, 2018**

CALL TO ORDER:

BJ Clark, Chair called the meeting to order at 4:00 p.m.

Attendees were: BJ Clark, Chair; Bob Maul, Vice-Chair; Lindsay Wood, Supervisor; Jaime Tarver, Supervisor; Jennifer Hinkhouse, District Manager; Debbie Hepp, Program Assistant; Jay Quintanilla, Water/Range Technician and Tim Kellogg, District Conservationist. Guests in attendance were Lauren Connell, NRCS/Bird Conservancy of the Rockies.

INTRODUCTIONS:

Lauren Connell introduced herself and explained she is the new Wildlife Biologist and will be representing NRCS and The Bird Conservancy of the Rockies and is located in the Gillette field office. She will be helping producers with funding for water development, wind breaks, fencing, writing grazing management plans, and more in Sheridan, Johnson, Campbell, Converse, Niobrara, Crook and Weston counties.

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, 2017, was \$164,046.80. The January 2018 deposit was \$3,125.73. Interest earned on FIB funds was \$10.49. 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 \$3,136.22. Funds transferred from FIB checking to WGIF account was \$(0.00). Funds transferred to Grant Checking \$(0.00). Expenditures for the month of January 2018 were (\$69,960.63). As of January 31, 2018, the FIB checking account balance was \$97,492.39.

The Wyoming Government Investment Fund (WGIF) account balance as of December 31, 2017, was \$109,892.14. The January 2018 deposit was \$0.00. Interest earned on WGIF funds was \$104.82. Total income was \$104.82. Funds transferred to FIB checking account from the WGIF account were \$(0.00). As of January 31, 2018, the WGIF account balance was \$109,996.96.

The Grant Checking account balance as of December 31, 2017, was \$50,000.00. The January 2018 deposit was \$40,000.00. Total income was \$40,000.00. Funds transferred from FIB account to Grant Checking were \$0.00. Expenditures for the month of January 2018 were (\$0.00). As of January 31, 2018, the Grant Checking account balance was \$90,000.00.

The BHYC Checking account balance as of December 31, 2017, was \$5,330.09. The January 2018 deposit was \$0.00. Interest earned on BHYC funds was \$0.43. Total income was \$0.43. Funds transferred from FIB account to BHYC Checking were \$0.00. Expenditures for the month of January 2018 were (\$0.00). As of January 31, 2018, the BHYC account balance was \$5,330.52.

The Authorized Voucher Report including checks from FIB Checking #9284 through #9296 and online payments were presented for review and approval by the Board.

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

MINUTES:

Bob Maul moved to approve the minutes of the Board as written from the January 9, 2018 meeting. Lindsay Wood seconded. Motion approved.

NRCS REPORT:

EQIP: The three high tunnel applications have been preapproved. NRCS is still waiting on preapproval of the other applications. All of the Soil Health applications scored the same in both Campbell and Crook. Funding for these will be determined with a random tracking code in Protracts. With the open winter, construction on projects is still progressing.

CSP: NRCS is progressing with completing all the annual payments with only a one left where the producer elected to be paid after January 1st. There are 5 CSP contracts that were written in 2014 that will be eligible to renew if they choose to.

CRP: All construction on the CCRP project on the Little Powder River is complete and the NRCS Technical Assistance responsibilities are complete.

CTA: Tim and Brandon have been working with producers who are interested in soil health with potential cover crop seed mixes.

OTHER: Tim will be an instructor for the Conservation Boot Camp for 3 weeks from April 16th to May 4th in Lincoln, NE. Brandon will be the 'acting DC' during both of these times.

WACD REPORT:

Jennifer presented a 2 minute NACD infomercial conveying what a District does and discussed the benefits of providing the information during CCCD workshops and County Fair. The board would like to suggest WACD provide a similar product that focuses on Wyoming urban, ag, and small acreage completed projects and reinforce the locally led resource concerns.

CCCD STAFF REPORTS

Jennifer Hinkhouse

- Jan. 10 Attended the National Forest Advisory Board Meeting for the Black Hills in Rapid City.
- Jan. 1 Had meeting with staff on Integrated Water Quality Report
- Jan. 15 Holiday
- Jan. 16 Spoke on Basin Radio about the BMP cost share program

Had a meeting with the RCPP team about project timeline and implementation.

- Jan. 17 Worked on flagging the timber stand improvement project at Horse Creek
- Jan. 19 Submitted WSFD quarterly report on Horse Creek Timber Stand Improvement Project.
- Jan. 22 Government shut down, Joint water quality meeting with CCNRD
- Jan. 24 Staff Meeting
- Jan 25 Submitted quarterly report to WDEQ for Phase II grant
- Jan 26 Feb 1- NACD Convention, Nashville, TN
- Feb. 5 Staff Meeting
- Feb. 6 Meeting with City Parks on BMP's
- Feb. 7 State Technical Meeting with NRCS
- Feb. 8 Estate Workshop

Debbie Hepp

- Jan. 10 GLEE meeting with Hannah at Extension
- Jan. 16 Attended RCPP meeting to record notes

- Jan. 29 Met with Frank from Cam-Plex to review possible Donkey Creek Cost Share projects
- Jan. 30 Attended Eggs & Issues
- Feb. 1 Met with McNutt with County Parks and Rec to review possible pet waste receptacle cost share project
- Feb. 6 Met with Janie with City Parks to review possible pet waste receptacle cost share project/met with Kim to review Clover Corrals cost share project
Attend GLEE meeting
- Feb. 7 Present Ag Expo program to Cattlemen
Attend WPLI meeting
- Feb. 8 Host Generational/Estate Workshop at CCPL with Extension for 25
Seedling tree sales – 2455/22 rolls weed barrier as of 2-12

Crystal Kellebrew

- Jan. 22 Homeschool education session, butterfly life cycle.
- Jan. 23 Enviroscape presentations for Paintbrush 2nd grade.
- Jan. 24 Staff Meeting
SWCS Bracelets
BHNRYC

Jay Quintanilla

- Jan. 16 Radio show for DCSP BMP outreach
- Jan. 17 TSI Flagging
- Jan. 18 Urban Conservation Webinar
- Jan. 22 CCNRD Joint Water Quality meeting in Moorcroft
- Jan. 24 Staff Meeting
- Jan. 29 DCSP BMP MTG with Camplex
- Feb. 1 DCSP BMP MTG with County Parks and Rec
- Feb. 2 NEWIGWG (North East Wyoming Invasive Grasses Working Group) Meeting
- Feb. 6 DCSP BMP MTG with City Parks and Rec
- Feb. 8 USGS EPA Surface Water Toolbox Webinar

OLD BUSINESS:

A. Grants Update: Horse Creek TSI

- Jennifer submitted the quarterly report with \$2,792.00 in a reimbursement request. The project is completely flagged out and there is a total of 204 acres in need of thinning. Jen has been working to complete the bid packet and will be wrapping up the packet with State Forestry this week. Announcement will go out shortly after with the goal of bids being due in March. The Board will have a teleconference in March to review the bid packets and award the bids.

DEQ Phase II

- The quarterly report for Phase II project was submitted. CCCD will be receiving \$3,942.61 in reimbursement from that report. Staff is currently focusing on BMP's for Donkey Creek and the Watershed Base Plan for Little Powder. Staff has met with the City and County Parks Departments to propose an application for placing additional pet waste receptacles in the parks. A meeting has been scheduled with the Cam-plex manager to review the cost share program and discuss possible projects. CCCD has not seen any interest from individual landowners for projects on Donkey Creek at this time. The first Little Powder River Steering Committee meeting is scheduled for February 21.

WDA Lab funds

- In January we submitted a reimbursement request for \$1,459.82 in lab funds. This covered water sampling equipment and supplies as well as Module I water quality training expenses for Jen. The District has been working on how to best allocate the remaining \$1,862.64 by June. Staff has compiled a list of supplies and equipment we need including computer software to make report compiling easier. Staff also will research a marketing idea to provide certificates for a water sampling analysis to a few winners for following us on Facebook.
- B. Special District Association: The meeting scheduled in Casper on January 17 was cancelled and has been rescheduled for March 8. Bob Maul plans to attend as Jennifer will be out of the office.

NEW BUSINESS:

- A. LEGISLATIVE ISSUES: House Bill 6, 23 and Senate File 44, 45 and 53 were reviewed.
- B. JOINT WATER MEETING WITH CCNRD: Jennifer reviewed the items discussed during the meeting with CCNRD and provided a summary of the previous involvement by CCCD in the Belle Fourche Watershed Partnership. Campbell, Crook, and Weston Districts severed ties with the partnership due to the proposed use of the Rapid Watershed Assessment. Jennifer questioned if there was a benefit to Wyoming Districts to rejoin the partnership? The consensus was to not rejoin and Jennifer stated CCNRD would likely follow that decision.
- C. SMALL WATER PROJECTS: In November we were made aware that the Coyote Draw pipeline and tank project would not be moving forward with assistance. The landowner received an EQIP contract to complete the pipeline installation. Wyoming Water Development was made aware of the cancellation in November. The landowner did express an interest in applying for funding again in the future. There will be a training on the new small water project procedures at WCDEA winter training in March. Discussion followed of initiating an application fee due to the lost staff time if the application was withdrawn. Jennifer will research proposing fees and/or refundable fees pertaining to the WWDC small water project application. The Board would like more information before voting to apply fees and asked for the topic to be on the April Board Meeting Agenda.
- D. CCCD & CCNRD MOU: The Board reviewed and approved the Minutes from the Joint Water Quality Board Meeting and the MOU with CCNRD.
- E. NATIONAL CONVENTION: Wyoming brought forth 3 resolutions, one on Historic Preservation, one on wild horses, and one on nonfederal trust species. All passed with minor amendments. Jen met with the Forestry Resource Policy Group and had a discussion about how to improve the forest stewardship program, and that discussion continued in the Joint Forestry Team meeting. Jen attended a few breakout sessions, one discussed communication both on ways to communicate and packaging messages on different topics, soil health and conservation boot camp. The Southwest meeting highlights discussed the potential of paying dues, and the western caucus. Southwest Region will hold their summer meeting in Washington State this year. The next NACD meeting will be held in San Antonio, TX.
- F. WOTUS: Jan. 22nd the Supreme Court ruled the WOTUS lawsuits are to be heard in the Federal District Courts and not the Federal District Court of Appeals. This overturns the nationwide stay of the rule. Likely there will be a new filing in various federal jurisdictions.
- G. WPLI: Debbie stated due to public comment received and additional discussion by Committee Members, the following recommendation was agreed upon during the February 7, 2018 meeting. Barry Hayden, a member of the WPLI committee and Debbie will be presenting the recommendation before the Campbell County Commissioners during the February 20 meeting.

Hard Release from Wilderness Designation (meaning the area could not be reconsidered for Wilderness designation again), with a permanent designation entitled "**Fortification Creek Management Area**". The management intentions for this area are to be as follows:

1. Inclusion of a Map of the present Fortification Creek Wilderness Study Area showing the exterior boundary.
2. Management area represents only federal lands within this boundary.

3. No new surface disturbance unless needed for fire suppression.
 4. No new permanent roads.
 5. Maintain existing characteristics.
 6. Existing uses continued such as grazing, hunting, and recreation.
 7. No motorized or mechanized vehicles allowed other than reasonable fire suppression, weed and pest control, wildlife and stockwater, or emergency needs.
- H. USFS Prairie Dogs: The February meeting for the coordination group was cancelled and Jennifer was told it will continue at some point in the future. For now the USFS has approached the District about creating a Cooperating Agreement where the USFS would provide the District with funds to do restoration work on the grasslands.
- I. DRAFT BUDGET: The County Commissioners office has notified Jennifer the budget presentations will be scheduled March 20 or 21. A Special Board Meeting will be scheduled for 11:00 a.m. on February 21 to discuss the 1% funding application. The board would like Jennifer to attend the WCDEA winter training in Lander which is scheduled for the same time period. Therefore, Lindsay Wood will be representing CCCD at the budget presentation with the Commissioners. Jennifer will request a session on March 20 per the Board's request.
- J. NRLUP: As a member of the NRLUP committee, Debbie has received a request to provide comments concerning the Converse County EIS. As a Cooperating Agency, Campbell County Commissioners have requested CCCD to provide comments as well. Following discussion with the Board, Debbie will review the recommended areas of the EIS per Dru-Bower Moore and Jennifer will submit the appropriate comments concerning natural resources from the CCCD.
- K. UPCOMING EVENTS:
- a. Holiday-Presidents Day – February 19, 2018
 - b. Little Powder Steering Committee – February 21, 2018
 - c. Conservation District Training – February 27-March 1, 2018 Cheyenne , WY
 - d. Soils Workshop – March 8, 2018
 - e. Special District Meeting – March 8th, 2018 Casper, WY
 - f. Legislative Wrap Up – March 13, 2018
 - g. Board Meeting March 13, 2018

EXECUTIVE SESSION:

No executive session was needed.

GOOD OF THE ORDER:

There being no further business the Vice-Chair stated the next regular Board meeting will be held March 13, 2018 2018 at 4:00 p.m. in the District/NRCS Conference Room.

ADJOURN:

Bob Maul adjourned the meeting at 7:08 p.m.

APPROVAL:

These February 13, 2018 minutes of the Board are submitted for approval by:

Debbie Hepp

These minutes are hereby approved on March 13, 2018:

[Signature]

Jamie L. Larner

Robert L. Maul

[Signature]

CAMPBELL COUNTY CONSERVATION DISTRICT (CCCD)
BOARD OF SUPERVISORS
SPECIAL MEETING MINUTES
601 4-J Court, Suite D
Gillette, WY 82716
February 21, 2018

CALL TO ORDER:

Lindsay Wood, Chair called the meeting to order at 11:03 a.m.

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

NEW BUSINESS:

A. CCCD Budget FY19:

- i. The Board reviewed the Campbell County Optional 1% Funding Application FY 19, it is due to the County Commissioners on March 1, 2017.
- ii. The Board reviewed the City of Gillette 1% Funding Application.

Casey Elkins moved to approve the FY19 Campbell County Optional 1% Funding Application with corrections. Bob Maul seconded the motion. Motion approved.

Bob Maul moved to approve the City of Gillette 1% Funding Application with corrections. Casey Elkins seconded the motion. Motion approved.

EXECUTIVE SESSION:

No executive session was needed.

GOOD OF THE ORDER:

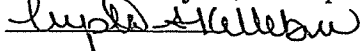
There being no further business the Chair stated the next regular Board meeting will be held March 13, 2018 at 4:00 p.m. in the District/NRCS Conference Room.

ADJOURN:

Lindsay Wood adjourned the meeting at 12:28 a.m.

APPROVAL:

These February 21, 2018 special minutes of the Board are submitted for approval by:



These minutes are hereby approved on March 13, 2018:

