

**CAMPBELL COUNTY CONSERVATION DISTRICT (CCCD)  
BOARD OF SUPERVISORS  
MEETING MINUTES  
Virtual Meeting  
February 14, 2022**

**CALL TO ORDER:**

Brandon Price, Chair called the meeting to order at 4:05 p.m.

**ROLL CALL/INTRODUCTIONS:**

Attendees were Brandon Price, Chair; Richard Hauber, Vice-Chair; Kim Kretschman, Secretary/Treasurer; Jeff Boardman, Supervisor; Cheyenne Love, District Manager and Crystal Kellebrew, Education Coordinator. No guests were in attendance.

**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 30, 2022, was **\$62,975.81**. The January 2023 deposit was **\$10,671.77**. Interest earned on FIB funds was **\$3.01**. Funds transferred from WGIF/Grant Checking/BHYC Checking account to FIB checking account equaled **\$0.00**. Total income was **\$10,674.78**. Funds transferred to FIB checking from WGIF/Grant Checking/BHYC account was **\$0.00**. Funds transferred to WGIF/Grant Checking/BHYC account were **(\$0.00)**. Expenditures for the month of January 2023 were **(\$27,250.64)**. As of January 31, 2023, the FIB checking account balance was **\$46,399.95**.

The Wyoming Government Investment Fund (WGIF) account balance as of December 31, 2022, was **\$372,997.27**. The January 2023 deposit was **\$0.00**. Interest earned on WGIF funds was **\$1,368.68**. Total income was **\$1,368.68**. 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 January 31, 2023 the WGIF account balance was **\$374,365.95**.

The Grant Checking account balance as of December 31, 2022, was **\$5.00**. The January 2023 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 **(\$0.00)**. Expenditures for the month of January 2023 were **(\$0.00)**. As of January 31, 2023, the Grant Checking account balance was **\$5.00**.

The BHYC Checking account balance as of December 31, 2022, was **\$9,041.50**. The January 2023 deposit was **\$0.00**. Interest earned on BHYC funds was **\$0.40**. Total income was **\$0.40**. Funds transferred from FIB account to BHYC Checking were **(\$0.00)**. Expenditures for the month of January 2023 were **(\$0.00)**. As of January 31, 2023, the BHYC account balance was **\$9,041.90**.

The Authorized Voucher Report including checks from FIB Checking #10026 through #10030, checks from BHYC Checking #675, 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. Jeff Boardman seconded the motion. Motion approved.**

MINUTES:

**Jeff Boardman moved to approve the minutes from the CCCD Board of Supervisor Meeting on January 10, 2023, Board Meeting. Kim Kretschman seconded the motion. Motion approved.**

NRCS REPORT:

**EQIP:** Screening of the applications has been completed and NRCS is currently working on ranking applications. The deadline to have them screened and ranked has passed so we are working as diligently as possible to have this completed. Once all the applications in each account are ranked and submitted the state office will start preapproving contracts. 32 out of the 72 applications screened High or Medium priority and are worked on first.

The Gillette FO has 41 active EQIP contracts.

**AMA:** All 10 applications all which are for High Tunnels have been ranked. The State allocation for FY23 will be \$92,000. With the higher payment rates and no payment caps this year it may not be possible to fund all the applications in this funding pool like in past years.

Gillette FO has 7 active AMA contracts.

**RCPP:** One active contract remains in our county. The client has requested to cancel the remainder of this contract and the process is almost complete.

**CSP:** No new updates. There are 4 active CSP contracts and 13 CSP-GCI contracts in the county.

**CTA:** NRCS met with Weed and Pest to coordinate our 2023 Ventenata applications. Weed and Pest said they are planning a landowner meeting sometime in February for the Rozet area to talk about Ventenata.

**Other:** Tim will remain acting State Resource Conservationist until February 24<sup>th</sup>. Brandon will remain acting District Conservationist in Gillette during that time. The Bird Conservancy of the Rockies (BCoR) Private Lands Wildlife Biologist position has been posted and we are conducting interviews this week with three candidates.

Tim received an updated layout for the new building.

CCCD STAFF REPORTS:

**Cheyenne Love, District Manager**

- January 10 - January Board Meeting
- January 11 - Area I Hazard Mitigation Meeting
- January 16 - Holiday
- January 19 - WDEQ-319 Quarterly Report

- January 23 - SAP Updates
- January 24 - 2023 Friends of NACD Grant Notice of Award
- January 25 - City of Gillette Planter Box Order and Agreements
- February 2 - Employee Evaluations
- February 3 - WSFD V Meeting
- February 7-9 - TBRI/TBGPEA Symposium
- February 10 - Sick

Working On:

- UW Master Gardeners
- WYCF Grant Application
- Soil Trailer

**Crystal Kellebrew, Education Coordinator**

- January 10 – January Board Meeting
- January 16 – Holiday, Office Closed
- January 18 – WY PLT Steering Committee Virtual Meeting
- January 23-29 – February Newsletter
- February 2 – Employee Evaluations
- February 7 – Conservation Nursery Virtual Meeting

Working on:

- UW Master Gardeners
- Ag Expo
- BHNRYC
- Soil Trailer

**OLD BUSINESS:**

**A.** Grant Updates (WDEQ-319, NACD-UAC, RHAP, USFS)

- WDEQ-319: SAP updates completed got Little Powder River, continuing to work on comments from DEQ on the Donkey/Stonepile Creek SAP. Joint water quality between CCCD/CCNRD will be held in March to discuss grant renewal.
- NACD-UAC: The grant is extended through September 2023. The district has a nesting box workshop scheduled for March 30<sup>th</sup>.

**NEW BUSINESS:**

**A.** BHNRYC

- The board reviewed the agreement and approved to send the \$675.00 deposit.

**B.** 2023 Friends of NACD – Soil Trailer RFB

- The CCCD was awarded a \$2,500.00 grant from the Friends of NACD. The Board reviewed an RFB to be sent out for the district to purchase a trailer.

**Richard Hauber made a motion to approve and release the request for bids for an enclosed trailer. Jeff Boardman seconded the motion. Motion approved.**

C. Seasonal Hire

- The Board discussed a seasonal hire with the CCCD for this upcoming field season.

**Jeff Boardman moved to approve the advertisement of a seasonal hire with CCCD at \$15/hour. Kim Kretschman seconded the motion. Motion approved.**

D. Associate Board Member

- Robert Brug contacted CCCD asking to be removed as an Associate Board Member, Jamie Tarver has expressed interest in filling that vacancy.

**Richard Hauber moved to appoint Jaime Tarver as an Associate Board Member for the CCCD. Kim Kretschman seconded the motion. Motion approved.**

E. Election Funding for Future Fiscal Years

- The Board discussed increasing the election fund line item for future budgets.

F. Funding Applications (City of Gillette & Campbell County)

- The Board reviewed the funding applications for the City of Gillette 1% and Campbell County 1%.

**Richard Hauber moved to approve a funding application in the amount of \$50,000.00 for the City of Gillette 1% and an application for Campbell County 1% in the amount of \$275,000.00.**

G. Board of Supervisors Policy/Resolution

- The Board reviewed a policy of when newly elected CCCD Supervisors will take office after the election.

**Richard Hauber moved to adopt the policy for newly elected supervisors to take office at the following CCCD Board Meeting in January after the election. Jeff Boardman seconded the motion. Motion approved.**

H. Employee Evaluation

- Employee evaluations have been conducted on CCCD Staff. The board review in executive session.

I. Upcoming Events

- Joint Board of Supervisors Meeting (CCCD/CCNRD) – March 7, 2023
- CCCD Board of Supervisor Meeting – March 14, 2023

Campbell County Conservation District Board of Supervisors Meeting  
February 14, 2023

ANY OTHER NEW BUSINESS:

No 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 March 14, 2023, at 4:00 p.m. at the USDA Service Center.

ADJOURN:

Brandon Price adjourned the meeting at 4:51 p.m.

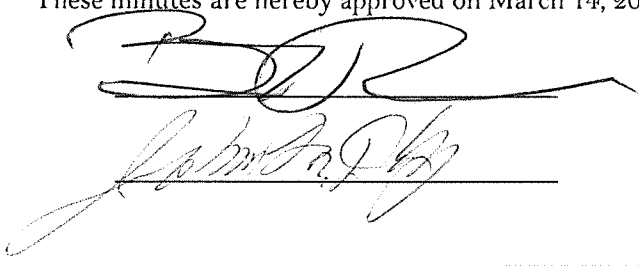
APPROVAL:

These February 14, 2023, minutes of the Board are submitted for approval by:

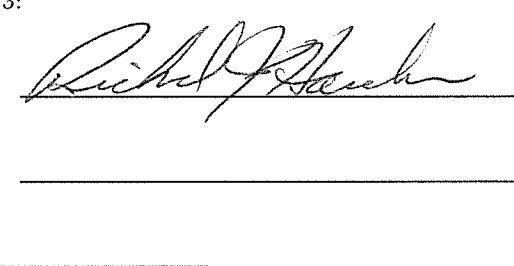


---

These minutes are hereby approved on March 14, 2023:



---



---

---