

**CAMPBELL COUNTY CONSERVATION DISTRICT (CCCD)
BOARD OF SUPERVISORS
MEETING MINUTES
601 4-J Court, Suite D
Gillette, WY 82716
January 14, 2020**

CALL TO ORDER:

Lindsay Wood, Chair called the meeting to order at 4:08 p.m.

Attendees were: Lindsay Wood, Chair; Casey Elkins, Vice-Chair; Richard Hauber, Supervisor; Keith Eiesenbraun, Supervisor; Jennifer Hart, District Manager; Debbie Hepp, Program Assistant; Crystal Kellebrew, Education Coordinator, Triston Rice, Watershed Coordinator. Guest in attendance were Del Shelstad, C.C. Commissioner Liaison.

Triston Rice introduced himself as the new Watershed Coordinator for the CCCD.

OATH OF OFFICE:

Keith Eisenbraun read aloud and signed the Oath of Office. Keith was sworn in as a member of the Campbell County Conservation District Board of Supervisors by Crystal Kellebrew, Notary Public.

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 November 30, 2019, was **\$33,087.48**. The December 2019 deposit was **\$110,071.89**. Interest earned on FIB funds was **\$4.73**. Funds transferred from WGIF/Grant Checking/BHYC Checking account to FIB checking account equaled **\$0.00**. Total income was **\$110,076.62**. 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 December 2019 were **\$(23,132.06)**. As of December 31, 2019, the FIB checking account balance was **\$120,032.04**.

The Wyoming Government Investment Fund (WGIF) account balance as of November 30, 2019, was **\$83,825.39**. The December 2019 deposit was **\$0.00**. Interest earned on WGIF funds was **\$113.87**. Total income was **\$113.87**. 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 December 31, 2019, the WGIF account balance was **\$83,939.26**.

The Grant Checking account balance as of November 30, 2019, was **\$5.00**. The December 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 December 31, 2019, the Grant Checking account balance was **\$5.00**.

The BHYC Checking account balance as of November 30, 2019, was **\$7,001.72**. The December 2019 deposit was **\$0.00**. Interest earned on BHYC funds was **\$0.31**. Total income was **\$0.31**. Funds transferred from FIB account to BHYC Checking were **\$0.00**. Expenditures for the month of December 2019 were **\$(0)**. As of December 31, 2019, the BHYC account balance was **\$7,002.03**.

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

BANK STATEMENTS AND ACCOUNT RECONCILLIATION:

The Board reviewed the bank statements and account reconciliation from October 2019 - December 2019.

Richard Hauber made a motion to approve the account reconciliation from October 2019 - December 2019. Casey Elkins seconded the motion. Motion approved.

Richard Hauber made a motion to approve the bank statements from October 2019 - December 2019. Casey Elkins seconded the motion. Motion approved.

MINUTES:

Casey Elkins moved to approve the minutes from the December 3, 2019 Board meeting. Richard Hauber seconded the motion. Motion approved.

NRCS REPORT:

EQIP: A batching date has not been set yet 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, forestry, 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 6 applications for the first sign-up of 2020. The contracts must be obligated by 1/31/20.

CTA: Tim and Brandon have assisted producers with maps. Tim and Jennifer participated in the Ventenata conference call on January 13. The shared private lands biologist position with NRCS and Bird Conservancy of the Rockies is open.

Other: Tim will be in Casper for the Farm Bill Roll-out Training January 13-16. Brandon will be attending the two-watershed steering committee meetings. Tim will be on leave January 22-24.

CCCD STAFF REPORTS:

Jennifer Hinkhouse, District Manager

- December 9-12 – Washington D.C. for NACD/Joint Forestry Team Meeting
- December 16 – TBNG Cooperators meeting in Douglas, WY
- December 18 – Legislative Breakfast
- December 27-January 3 – Vacation
- January 6 – NACD Forestry Resource Policy Group
- January 7 – Staff Meeting
- January 9
 - Submitted revisions to WSFD Bark Beetle Grant
 - Submitted comments on CSP
 - Submitted comments on the TBNG Plan Amendment Draft EIS

Working on:

- BMP project inspections/ implementation/ contracting
- RCPP Forest Stewardship Plan RFP
- RCPP Quarterly Report
- Creating project implementation plan for WDEQ 205(j) grant
- Water quality presentations
- WDEQ 303(d) comments

Debbie Hepp, Program Assistant

- December 3 – Attended board meeting
- December 4 – Planted seed at WWTP for small acre project
- December 6 – Attended CCCD/NRCS/FSA Holiday Open House
- December 18 – Attended Legislative Breakfast
- December 19 – Attended Watershed Coordinator interviews
- December 24-27 – Christmas Leave
- January 7 – Attended staff meeting
- January 8 & 9 – Attended water quality staff meetings

Working on:

- Tree sale inventory - current and taking orders – to date have sold 1261 trees/3 rolls weed barrier
- Long Range Plan
- Next newsletter
- Ag Expo

Crystal Kellebrew, Education Coordinator

- December 4 – Planted seed at WWTP
- December 6 – Attended USDA Service Center Open House
- December 9-13 – Bereavement/Vacation Leave
- December 18 – Attended Legislative Breakfast
- December 23-January 3 – Vacation
- January 7 – Staff Meeting
- January 10 – Education Meeting with

Working on:

- National Convention Presentation
- Update of Website
- PLT Training for Gillette and WCDEA Training
- Newsletter
- BHNRYC

Triston Rice, Watershed Coordinator

- January 7 – Start date and attended staff meeting
- January 8-10 – Attended water quality, education and grant info meetings

Working on:

- Training and familiarizing with CCCD logistics and projects
- Preparing information for steering committee meetings
- Data input for LPR and DC projects

Additional Information:

- LPR Survey: The Board reviewed the revised survey, discussion followed, and the survey was approved. CCCD staff will get the survey out in the newsletter and Facebook.

OLD BUSINESS:

A. Grants Update:

- WYDEQ 319
 - Jen submitted the 4th quarter report to WDEQ for the Phase II grant. CCCD will receive a \$546.47 reimbursement. NRCS is working on the engineering and clearance for our BMP's in the Little Powder Watershed. Once that is completed, CCCD will move forward with the producers contracts. Triston has been working on updating digital data folders and performing data entry for 2018/2019 QA/QC.
- RCPP
 - Jen is working on the quarterly report for RCPP. CCCD completed our annual report in December and submitted it. At the end of December staff also closed the sign up for stewardship plans. There were only two applications, both from Campbell

County, CCCD will move forward with the two applications. CCCD will meet with the RCPP partners on February 18th to discuss another sign up and implementation plans.

- Campbell County Community Public Recreation District Grant
 - Crystal applied for \$1,720.00 for the BHNRYC. CCCD received confirmation that we did received the grant in the full amount.
- WCDEA Scholarship
 - Crystal applied for \$1,000.00 to WCDEA for National Convention. The WCDEA approved the scholarship in the full amount.

NEW BUSINESS:

A. Banking Update

Casey Elkins made a motion for Keith Eiesenbraun to have signature authority on all CCCD accounts. Richard Hauber seconded the motion. Motion approved. Keith Eiesenbraun abstained from voting.

Casey Elkins moved for Triston Rice to obtain a District credit card with a limit of \$3,000.00. Richard Hauber seconded the motion. Motion approved.

B. Board Positions

Richard Hauber nominated a slate of officers – Lindsay Wood, Chair; Casey Elkins; Vice-Chair and Jaime Tarver; Secretary/Treasurer. Casey Elkins seconded the motion. Motion approved.

Casey Elkins made a motion to nominate Richard Hauber as the Employee Liaison. Lindsay Wood seconded the motion. Motion approved.

C. NEWIGWG

- NEWIGWG met to discuss plan for 2020. They have an updated focus area which includes Campbell County and will target eradication of Medusahead and the containment of Ventanata. The group would like to have some educational opportunities in Campbell County this year. Weed and Pest will hold the first opportunity in conjunction with their grasshopper workshop on January 29 at 1 p.m. in GAMB. CCCD is in discussion with Weed and Pest, NRCS and other to hold a field tour/education workshop in the late spring summer.

D. Donation to Parks

- In December CCCD donated the large viewer that had previously been at McManamen Park to the City Park Department.

E. UW Research Project

- CCCD received an email about assisting researchers at the UW. UW is conducting a study on the non-fee costs of public lands grazing. The goal is to find the total cost of livestock grazing on federally permitted land and to compare it to privately leased land. They are looking for individuals that have private leases to participate in the project. Discussion followed. The CCCD Board does not want to participate in the research project.

F. Legislative Update

- Budget
 - WWNRT is requesting 12 million for on the ground projects.
 - WDEQ is requesting on time funding for a watershed coordinator contractor with NRCS.
- SF 32
 - Amend the open meetings act to allow for executive session to consider and conduct safety planning.
- Budget and Financial Data Reporting Update
 - WACD submitted amendments to the draft bill making local government participation voluntary. The committee did not adopt those amendments but did

add that entities with revenues of \$25,000.00 or less would not have to participate until 2022. WACD will continue to work on this issue and try to gain clarification on what the reporting requirements will be.

- Public Records
 - Wyoming Press Association and Liberty group want entities to release the position titles, salaries and names of employees. Amendments were made to take this language out of the bill.

G. Upcoming Events:

- 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.
- Belle Fourche Coordination Meeting – January 30, 2020 – Noon
- NACD Convention – February 8-13, 2020
- Holiday Office Closed – February 17, 2020
- Supervisor Training – February 25-27, 2020
- WCDEA Employee Training 0 March 3-5, 2020 – Casper, WY

ANY OTHER NEW BUSINESS:

EXECUTIVE SESSION:

No executive session needed.

GOOD OF THE ORDER:

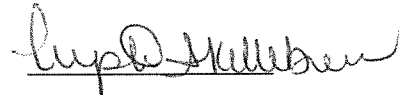
There being no further business the Chair stated the next regular Board meeting will be held February 4, 2020 at 4:00 p.m. at 601 4J Court, Suite D in Gillette, WY.

ADJOURN:

Lindsay Wood adjourned the meeting at 4:55.

APPROVAL:

These January 14, 2019 minutes of the Board are submitted for approval by:



These minutes are hereby approved on February 4, 2020:

