

CAMPBELL COUNTY CONSERVATION DISTRICT (CCCD)
BOARD OF SUPERVISORS
MEETING MINUTES
601 4-J Court, Suite D
Gillette, WY 82716
May 8, 2018

CALL TO ORDER:

Bob Maul, Vice-Chair called the meeting to order at 4:02 p.m.

Attendees were: Bob Maul, Vice-Chair; Casey Elkins, Supervisor; Jennifer Hinkhouse, District Manager; Debbie Hepp, Program Assistant; Crystal Kellebrew, Education Coordinator; and Tim Kellogg, District Conservationist.

By conference call: Lindsay Wood, Supervisor.

BUDGET AMENDMENT:

Casey Elkins moved to accept the Budget Amendment for FY 17/18. Lindsay Wood seconded the motion. Motion approved.

LINE ITEM CHANGE:

Casey Elkins moved to accept the Resolution FY17/18 budget line item changes. Lindsay Wood 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 March 31, 2018, was \$53,753.02. The April 2018 deposit was \$80,763.95. Interest earned on FIB funds was \$3.04. 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 \$80,766.99. Funds transferred from FIB checking to WGIF account was \$(0.00). Funds transferred to Grant Checking \$(0.00). Expenditures for the month of April 2018 were (\$40,776.32). As of April 30, 2018, the FIB checking account balance was \$93,743.69.

The Wyoming Government Investment Fund (WGIF) account balance as of March 31, 2018, was \$110,220.47. The April 2018 deposit was \$0.00. Interest earned on WGIF funds was \$137.90. Total income was \$137.90. Funds transferred to FIB checking account from the WGIF account were \$(0.00). As of April 30, 2018, the WGIF account balance was \$110,358.37.

The Grant Checking account balance as of March 31, 2018, was \$90,000.0. The April 2018 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 April 2018 were \$(0.00). As of April 30, 2018, the Grant Checking account balance was \$90,000.00.

The BHYC Checking account balance as of March 31, 2018, was \$2,964.58. The April 2018 deposit was \$0.00. Interest earned on BHYC funds was \$0.39. Total income was \$0.25. Funds transferred from FIB account to BHYC Checking were \$0.00. Expenditures for the month of April 2018 were (\$20.00). As of April 30, 2018, the BHYC account balance was \$2,944.83.

The Authorized Voucher Report including checks from FIB Checking #9325 through #9341, checks from BHYC Funds Checking #138 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. Lindsay Wood seconded the motion. Motion approved.

MINUTES:

Casey Elkins moved to approve the minutes of the Board as written from the April 10, 2018 meeting. Lindsay Wood seconded. Motion approved.

Casey Elkins moved to approve the minutes of the Emergency Board Meeting as written from April 20, 2018. Lindsay Wood seconded the motion. Motion approved.

NRCS REPORT:

EQIP: NRCS continues to work on the preapproved EQIP application as they work through the review process. All the high tunnel applications have been obligated. The State Office announced a second batching date for SGI funds.

RCPP: NRCS has received 8 applications in Campbell County for the RCPP allocation. Brandon and Jennifer have been working on the inventories and will complete them as soon as the weather allows.

CSP: NRCS has 4 applications that rolled over from last year and are making sure they are eligible. Wyoming received less than 50,000 acres this year so there will not be many applications funded, these are waiting to be ranked. NRCS has 2 renewal applications from 2014 contracts, they have been contacted to see if they want to continue in the program.

AMA- Wyoming received an allocation for AMA. There are 4 high tunnel applications that will be considered for this funding.

CRP-G: NRCS is working with the contractor holder of the one CRP-G contract in the county on finishing the pollinator seeding.

CTA: Brandon has been working with the producers that have applied for cover crops under EQIP but not funded to see if they are interested in working with Plank Stewardship Initiative for other funding. Lauren continues to work with the Spring Creek Grazing Association on their fencing project. Tim has assisted two landowners with grass seeding recommendations.

OTHER: Brandon and Lauren will be working in the field on RCPP inventories and range inventories as much as possible the next few months.

WACD REPORT:

No new information to report.

CCCD STAFF REPORTS

Jennifer Hinkhouse, District Manager

- April 11- toured landowner's property for BMP's
- April 11- Meeting with City
- April 12- USFS P. dog meeting in Douglas
- April 16-17 SAIT meeting in Saratoga
- April 19- Conference call with WDEQ about Middle Prong of Wild Horse; P. dog meeting in Douglas with cooperators
- April 20- Toured TBNG with County Commissioners and Rep. Cheney's natural resource staffers
- April 24- Ag Expo
- April 26- All District conference call with NRCS
- April 27- NRCS forestry training; Little Powder Watershed Steering committee meeting
- April 30- Submitted quarterly reports for: WDA water quality, DEQ 319 Phase II Grant, WSFD Horse Creek Project; RCPP
- May 2- RCPP landowner meeting
- May 3- Donkey Creek Water sampling

- May 4- RCPP landowner visit
- May 7- LP Water Sampling

Debbie Hepp, Program Assistant

- April 21 - Set up and take down handout table at Garden and Landscape Educational Expo
- April 24 - Host AG EXPO – 850 3rd grade students all day
- May 2 - Unload semi of seedling trees
- May 3 - hand out seedling tree orders and sell products
- Seedling tree sales –
 - 3041 Colorado State Forest Service
 - 700 Lincoln Oakes
 - 20 Big Sioux Nursery
 - 3761 total
 - 29 rolls weed barrier

Crystal Kellebrew, Education Coordinator

- April 11 – Wright Library, Butterflies
- April 19 – Twin Spruce – Invasive Species
- April 24 – Ag Expo
- April 26 – All District Conference call with NRCS
- April 27 – Little Powder River Watershed Meeting
- May 1 – Paintbrush School – Watercycle
- May 2 – Unload Trees
- May 3 – Handout Trees
- May 7 – Sampled Little Powder
- May 7 – Tree Presentations to Homeschool Group and Pronghorn School
- May 8 – Tree Presentations to Conestoga and Buffalo Ridge
 - Newsletter
 - Ag Expo boxes
 - Continue to work on BHNRYC.

OLD BUSINESS:

A. Grants Update:

- TSI
 - Waiting for contractor to sign contract.
- RCPP
 - Jen and Brandon will meet with landowners and conduct forest inventories
- Water Sampling
 - Sampling has started on Donkey Creek/Stonepile Creek and Little Powder River.

B. Draft Public Records Rule: The Board reviewed draft public records rule for the Campbell County Conservation District.

Casey Elkins moved to approve a Public Records Rule and issue a notice of intent to adopt the rule.

Lindsay Wood seconded the motion. Motion approved.

NEW BUSINESS:

- A. Water/Range Technician: Jen stated she has received 9 applications and 4 of them have been selected for interviews. The applicants have been asked to have a 10 minutes presentation on a natural resource project they have conducted or assisted on.

- B. AG Expo Update: The Ag and Natural Resource Expo was on April 24th with 851 3rd graders attending. 25 schools, 33 activities with 85+ volunteers. At the Ag Expo, Governor Matt Mead also attended.
- C. NRCS Contribution Agreement: The National NRCS Office does not think that MOU's are the appropriate documents needed between NRCS Field Offices and Conservation Districts. NRCS is examining other options and contribution agreements are what might be enforced between NRCS and Conservation Districts.
- D. Middle Prong of Wild Horse Update:

Jaime Tarver joined the meeting by conference call at 4:47 p.m.

- E. FY 2019 Draft Budget: The Board reviewed the Draft Budget for FY 2019. The Draft Budget is due to the Department of Audit by June 1.

Casey Elkins moved to approve and sign the Draft Budget for FY 2019. Jaime Tarver seconded the motion. Motion approved.

- F. Upcoming Events:
 - a. Little Powder Watershed Steering Committee Meeting – May 22
 - b. Special District Meeting – May 24
 - c. BHNRYC – June 13-15
 - d. Medusa-nata Tour – June 18 and 19

EXECUTIVE SESSION:

No executive session was needed.

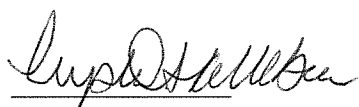
GOOD OF THE ORDER:

There being no further business the Chair stated the next regular Board meeting will be held June 12, 2018 at 4:00 p.m. in the District/NRCS Conference Room.

ADJOURN:

Bob Maul adjourned the meeting at 5:03 p.m.

APPROVAL:

These May 8, 2018 minutes of the Board are submitted for approval by: 

These minutes are hereby approved on June 10, 2018:

