

**CAMPBELL COUNTY CONSERVATION DISTRICT (CCCD)
BOARD OF SUPERVISORS
MEETING MINUTES
601 4-J Court, Suite D
Gillette, WY 82716
October 11, 2019**

CALL TO ORDER:

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

Attendees were: Lindsay Wood, Chair; Richard Hauber, Supervisor; Casey Elkins, Secretary/Treasurer; Jennifer Hart, District Manager; Debbie Hepp, Program Assistant; Crystal Kellebrew, Education Coordinator and Tim Kellogg, NRCS.

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 August 31, 2019, was **\$19,856.86**. The September 2019 deposit was **\$91,978.50**. Interest earned on FIB funds was **\$2.95**. Funds transferred from WGIF/Grant Checking/BHYC Checking account to FIB checking account equaled **\$30,000.00**. Total income was **\$121,981.45**. 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 September 2019 were **\$(49,831.69)**. As of September 30, 2019, the FIB checking account balance was **\$92,006.62**.

The Wyoming Government Investment Fund (WGIF) account balance as of August 31, 2019, was **\$113,426.64**. The September 2019 deposit was **\$0.00**. Interest earned on WGIF funds was **\$149.51**. Total income was **\$149.51**. Funds transferred to FIB checking account from the WGIF account were **\$(30,000.00)**. Funds transferred to WGIF from FIB checking account were **\$0.00**. As of September 30, 2019, the WGIF account balance was **\$83,576.15**.

The Grant Checking account balance as of August 31, 2019, was **\$5.00**. The September 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 September 2019 were **\$(0.00)**. As of September 30, 2019, the Grant Checking account balance was **\$5.00**.

The BHYC Checking account balance as of August 31, 2019, was **\$7,000.77**. The September 2019 deposit was **\$0**. Interest earned on BHYC funds was **\$0.37**. Total income was **\$0.37**. Funds transferred from FIB account to BHYC Checking were **\$0.00**. Expenditures for the month of September 2019 were **\$(0)**. As of September 31, 2019, the BHYC account balance was **\$7,001.14**.

The Authorized Voucher Report including checks from FIB Checking **#9580** through **#9595**, 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 RECONCILIATION:

The Board reviewed the bank statements and account reconciliation from July 2019 - September 2019.

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

Casey Elkins made a motion to approve the bank statements from July 2019 – September 2019. Richard Hauber seconded the motion. Motion approved.

MINUTES:

Richard Hauber moved to approve the minutes from the September 5, 2019 Board meeting. Casey Elkins seconded the motion. Motion approved.

NRCS REPORT:

EQIP: NRCS obligated 9 new EQIP contracts for a total for \$721,893. These included one SGI, one grazing lands, two high tunnels and 5 soil health contracts. Chris Campton has started surveying on the 2019 contract for possible construction this fall.

RCPP: Work will be starting back up on the forestry contracts in October. Two of the five contracts are fully completed.

CSP: NRCS obligated two CSP contracts for a total \$214,109 to be paid out over the next 5 years.

CSP-GCI: The five applications NRCS has for this program have been obligated for a total of \$66,325 to be paid over the next 5 years. FSA sent out another batch of letters last week to newly eligible producers. They have until October 25th to sign an application and the contracts must be obligated by 12/31/19.

CTA: Tim and Brandon have assisted several customers with soils questions and planting recommendations.

Other: Tim will be attending the WACD convention in November. NRCS Chief Matt Lohr will be attending WACD also.

CCCD STAFF REPORTS:

Jennifer Hart, District Manager

- September 9- Sampled Donkey Creek
- September 10- Attended WSFD Good Neighbor Authority and Forest Action Plan Meeting in Sundance
- September 16- Sampled Little Powder River
- September 17- Finalized and submitted 205(j) application to WDEQ
- September 18- Attended WACD Area I Meeting
- September 19-20 – Vacation
- September 24- Deep pot cottonwood monitoring
- September 26- Sampled Little Powder River
- September 27- Submitted grant proposal for WSFD Bark Beetle Funding
- September 30- WSFD Best Management Practice Audits
- October 1- WSFD Best Management Practice Audit
- October 2- Little Powder River Watershed Steering Committee
- October 4- Submitted MBE/WBE Form to WDEQ

Working on:

- BMP project inspections/ implementation
- Inputting final sampling data
- Quarterly reports (WDEQ, RCPP)
- Final Report for WDA Phase II Project

Debbie Hepp, Program Assistant

- September 5 - Sample Little Powder, attend board meeting

- September 19, 30 - Sample Donkey Creek
- September 24 - collect cottonwood data at Spotted Horse and Recluse
- September 26 - Sample Little Powder
- October 1 - Deliver B&B's
- October 2 - Attend LP steering committee meeting
- October 8 - Attend board meeting

Working on:

- Area I Meeting
- Newsletter
- Annual reports
- WACD Convention

Crystal Kellebrew, Education Coordinator

- September 9-12 – Mallo Camp, School District
- September 13 – Vacation
- September 16 – Sampled Little Powder
- September 18 – Attended Area Meeting
- September 19 – Sampled Donkey Creek
- September 23-24 – Vacation
- October 8 – Attended Board Meeting

Working on:

- Area Meeting/Minutes
- BHNRYC Grant
- WWMC test results compiled and on website for Mallo Campers
- PLT Friends and Family Night/Workshops

OLD BUSINESS:

A. Grants Update:

- WYDEQ
 - The Little Powder Watershed Steering Committee has recommended that three BMP applications receive funding. The Board reviewed the three applications, discussion followed.

Casey Elkins moved to approve the three BMP applications in the amount of \$115,491.25.

Richard Hauber seconded the motion. Motion approved.

NEW BUSINESS:

A. Annual Plan of Work/Annual Report

- Copies of the draft Annual Report 2018-2019 and Annual Plan of Work 2019-2020 were presented to the Board for their review.

Richard Hauber moved to approve the Annual Plan of Work/Annual Report as presented. Casey Elkins seconded the motion. Motion approved.

B. Board Appointment

- The vacant Board of Supervisors position is being advertised til October 31, 2019. The board will review the applications at the November Board Meeting.

C. Seedling Tree Program

- Debbie stated that there are numerous changes with CO State Forestry. Seedling tree prices have changed from last year along with what they will be offering. Discussion followed.

Casey moved for the District to charge 20% above wholesale for seedling trees and to not sell bareroots for FY20. Richard Hauber seconded the motion. Motion approved.

- The Board discussed donating 8-1 gallon potted conifers to the Campbell County Cattlemoan silent auction for their annual Rancher Roundup.

Richard Hauber moved for the CCCD to donate 8 potted trees to the Campbell County Cattlemoan. Casey Elkins seconded the motion. Motion approved.

D. December Board Meeting

- Due to Jen attending a meeting in D.C. the board discussed moving the December Board Meeting. Discussion followed.

Casey Elkins made a motion to change the December Board Meeting to December 3rd at 4 p.m. Richard Hauber seconded the motion. Motion approved.

E. WACD State Convention:

- WACD State Convention will be held in Buffalo, WY November 13-15. The Board discussed sponsoring convention again this year.

Casey Elkins moved for CCCD to sponsor WACD Convention in the amount of \$500.00. Richard Hauber seconded the motion. Motion approved.

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F. Upcoming Events:

- Holiday Office Closed – October 14, 2019
- Board Meeting – November 5, 2019
- Holiday Office Closed – November 11, 2019
- WACD State Convention – November 13-15, 2019

ANY OTHER NEW BUSINESS:

EXECUTIVE SESSION:

No executive session was needed.

GOOD OF THE ORDER:

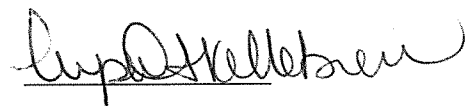
There being no further business the Chair stated the next regular Board meeting will be held November 5, 2019 at 4:00 p.m. at 601 4J Court, Suite D in Gillette, WY.

ADJOURN:

Lindsay Wood adjourned the meeting at 9:48 a.m.

APPROVAL:

These October 11, 2019 minutes of the Board are submitted for approval by:



These minutes are hereby approved on November 5, 2019:

