

CAMPBELL COUNTY CONSERVATION DISTRICT (CCCD)  
BOARD OF SUPERVISORS  
MEETING MINUTES  
601 4-J Court, Suite D  
Gillette, WY 82716  
September 5, 2017

CALL TO ORDER:

Lindsay Wood, Chair called the meeting to order at 4:09 p.m.

Attendees were: Lindsay Wood, Chair; Casey Elkins; Bob Maul, Supervisor; BJ Clark, Supervisor; Jennifer Hinkhouse, District Manager; Crystal Kellebrew, Education Coordinator; Debbie Hepp, Program Assistant; Jay Quintanilla, Water/Range Technician; and Brenda Schladweiler, Associate Board Member. Guest in attendance was Clark Kissack; Campbell County Commissioner Liaison, and Cheryl Mandich, American Bird Conservancy.

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 July 31, 2017, was \$109,039.69. The August 2017 deposit was \$1,068.40. Interest earned on FIB funds was \$7.74. Funds transferred from WGIF account to FIB checking account equaled \$0.00. Funds transferred from Grant Checking to FIB checking account equaled \$7,632.70. Total income was \$8,708.84. Funds transferred from FIB checking to WGIF account was \$(0.00). Funds transferred to Grant Checking \$(0.00). Expenditures for the month of August 2017 were (\$27,249.37). As of August 31, 2017, the FIB checking account balance was \$90,499.16.

The Wyoming Government Investment Fund (WGIF) account balance as of July 31, 2017, was \$109,487.43. The August 2017 deposit was \$0.00. Interest earned on WGIF funds was \$77.64. Total income was \$77.64. Funds transferred to FIB checking account from the WGIF account were \$(0.00). As of August 31, 2017, the WGIF account balance was \$109,565.07.

The Grant Checking account balance as of July 31, 2017, was \$57,632.70. The August 2017 deposit was \$0.00. Total income was \$0.00. Funds transferred from FIB account to Grant Checking were \$7,632.70. Expenditures for the month of August 2017 were \$(0.00). As of August 31, 2017, the Grant Checking account balance was \$50,000.00.

The BHYC Checking account balance as of July 31, 2017, was \$4,172.49. The August 2017 deposit was \$780.00. Interest earned on BHYC funds was \$0.36. Total income was \$780.36. Funds transferred from FIB account to BHYC Checking were \$0.00. Expenditures for the month of August 2017 were \$(0.00). As of August 31, 2017, the BHYC account balance was \$4,952.85.

The Authorized Voucher Report including checks from FIB Checking #9200 through #9214 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. Bob Maul seconded the motion. Motion approved.

MINUTES:

Casey Elkins moved to approve the minutes of the Board as written from the August 9, 2017 meeting. Bob Maul seconded. Motion approved.

GUEST SPEAKER: Cheryl Mandich, American Bird Conservancy

Cheryl introduced herself and gave a brief description on the American Bird Conservancy (ABC). ABC is approaching the District's to get them on board with making grasslands a priority to enhance grassland birds at the State Tech Meeting. They would also like to work towards a partnership with conservation districts. Discussion followed from the Board, no action was taken.

#### NRCS REPORT:

**EQIP:** In total for 2017, NRCS allocated \$456,329 dollars. This was spread over three state wide subaccounts and the division grazing lands subaccount.

NRCS is currently taking applications for 2018. The sign-up deadline for 2018 applications will be in November of 2017. There is already interest in the soil health subaccount for planting cover crops.

**AMA-RMA:** Risk Management Agency has given NRCS money nationwide to implement Seasonal High Tunnels. NRCS has four of these applications. One is obligated and the others are waiting to be approved.

**CSP:** One new CSP application has been pre-approved and is being reviewed by the State Office. NRCS will continue to work on the five renewal applications.

**CRP:** NRCS continues to work on the second phase of the CCRP on the Little Powder River. Nationally CRP has reached its acreage cap for the year, no new CCRP contracts will be accepted until after October 1, 2017.

**CTA:** Brandon assisted a representative from an oil company with soils information for a permit and he also assisted two companies with seed mixes for well sites. Tim assisted one energy company with a seed mix. Tim and Marlon Winger met with several producers in the field to look at and discuss their cover crops. Tim and Brandon both attended the Cheatgrass Workshop.

**Other:** Tim will be attending the Conservation Districts' area meeting in Newcastle September 12<sup>th</sup>.

#### CCCD STAFF REPORTS

##### A. Crystal Kellebrew:

1. August 18, worked the WACD, WNRF State Fair Booth and great migration activity at the WY Ag in the Class Booth.
2. August 23, BHNRYC conference call.
3. August 24, Sampled Donkey Creek/Stonepile with Jay.
4. August 29, painted the rest of the stream trailer with Jen. The District contacted Bud with G&F asking if the District could put a logo on the trailer, they said yes. Crystal is researching a company to produce the decal for the trailer.
5. August 30 – September 1, Mallo Camp with 180, fifth grade students conducting World Water Monitoring Challenge sampling kits.
6. Crystal has sent the press release out to the schools on the Crayola Marker Recycle Program, she has heard back from 4 schools so far.

##### B. Debbie Hepp:

1. August 10, sampled Donkey Creek/Stonepile.
2. August 17, attended WPLI meeting.
3. August 17, sampled Little Powder.
4. August 24, attended BLM RMP meeting in Buffalo with Jen.
5. August 28, sampled Little Powder.
6. August 30, organized Cheatgrass Management Workshop, 54 attended.

##### C. Jay Quintanilla:

1. August 10, sampled Donkey Creek/Stonepile.
2. August 15, meeting with Blake Hauptman on Soil Health Workshop.
3. August 17, sampled Little Powder River.
4. August 22, attended cover crop/soil health field visit near Little Powder River School.
5. August 24, sampled Donkey Creek.
6. August 28, sampled Little Powder River.

7. August 30, attended and worked the Districts Cheatgrass Workshop.
- D. Jennifer Hinkhouse:
1. August 10, sampled with Jay and Debbie to refresh in case she needs to fill in as the sampler.
  2. August 11, site visit to assess potential acres with WSFD for thinning practices.
  3. August 15, met with Deanna to finish budget inputs in Quickbooks and discuss budget changes.
  4. August 16, attended the NFAB field tour, this year's tour focused on the Hell Canyon Ranger District and included information on dispersed recreation, Rushmore connector trail, water quality projects, and Jewel Cave land acquisition.
  5. August 18, attended the WY State Fair with Crystal, helped with an educational session at the Ag in the Classroom tent, also helped with the WACD/WNRF tent.
  6. August 22, went with Jay and Tim to listen to Marlon Winger and North 40 Ag give a presentation on cover crops.
  7. August 23, conference call with other districts involved with camp to discuss changes and renewing the BHNRYC MOU.
  8. August 24, attended Buffalo RMP meeting with Debbie. BLM discussed all areas of the RMP and what had been completed in these areas since last year. BLM also discussed the Pumpkin Buttes and the management around them.
  9. August 28, Tim and Jen met with Peabody employees to perform the annual survey of the Mackey Rd easements.
  10. August 29, Crystal and Jen painted the remainder of the trailer.
  11. August 30, attended and helped with Cheatgrass Workshop.
  12. August 30, participated in the NACD Forestry RPG call.
  13. Jen will be meeting with the County Commissioners on September 19 to discuss CCCD's projects and what CCCD plans on doing this year.
  14. Jen and Tim will be meeting with County Commissioners on October 3, to discuss NRCS Programs with them.
  15. Jen asked the Board if they would like to have a meeting with Crook County Board to discuss water quality projects. The Board asked Jen to put the meeting together for fall or early winter.

OLD BUSINESS:

- A. Grants update:
- a. RCPP: Jen spoke with Jamison with the NRCS State Office, he thought the District should have the agreement for RCPP by now. There will be a meeting with all the partners prior to signing the agreement to ensure their level of commitment to the project. Jen will keep the Board updated.
  - b. DEQ 319: The District will have a conference call with DEQ on September 11, to discuss the grant and any questions.
  - c. Bark Beetle: WSFD and Jen did a site visit and surveyed potential thinning projects. Jen will compile the information and will discuss options and areas for thinning with the landowner. The goal is to have the request for bids out in October and finalized in November.
- B. Budget:
- a. The District has an additional \$1,002.00 from the sale of the trailer. WDA was contacted to discuss if the District can use lab funds to purchase a computer for Debbie, it was decided that since she is not strictly water quality, WDA cannot fund a computer for her. The District can use the funds from the sale of the trailer to purchase a new computer for Debbie. Jen suggested the remaining of the funds be used in the utility section of the budget to cover internet costs. The Board agreed with the suggestions and Jen will move forward with an amendment to encompass these changes.

**NEW BUSINESS:**

- A. Board Appointment: The Board reviewed the two applications for the open seat on the CCCD Board of Supervisors. Discussion followed. The Board would like to extend an invitation to Clinton Streeter to be an Associate Board Member on the CCCD Board.

Casey Elkins moved to appoint Jamie Tarver for the vacant CCCD Board position and to submit a letter to WDA on their decision. Bob Maul seconded the motion. Motion approved.

- B. Grants:
- a. Bark Beetle: There is currently a RFP for bark beetle funding. After the site visit of the current project with WSFD it was determined that there is roughly 150 acres of work on the existing landowner's property. Our current project should cover 80-100 acre depending on how the bids come in. Jen would like to apply for the remaining fund of \$50,000.00. The Board approved and Jen will move forward with submitting the grant application.
- C. WACD Convention: WACD Convention with Wyoming Stock Growers will be held November 27-30 at the Ramkota in Casper. Lindsay Wood and Bob Maul are interested in attending for the District.
- D. WPLI: Debbie and Jay attended the WPLI meeting in August. The committee will review committee designations in September.
- E. Seedling Tree Program: Debbie stated tree prices and weed barrier have stayed the same from last year. Discussion followed.

BJ Clark moved for the District to increase the price of trees and weed barrier 20% above our cost. Bob Maul seconded the motion. Motion approved.

- F. Water Quality: Jay gave an update to the Board on water quality data results.
- G. GALI: Casey brought forth an idea for CCCD to present a hands-on activity to the Gillette Area Leadership Institute. The Board thinks it is a great idea to help get the District's name out there. The District staff along with Casey will work on it.
- H. BHNRYC MOU: The Board reviewed the BHNRYC MOU.

Casey Elkins to moved approve and sign the BHNRYC MOU. BJ Clark seconded the motion. Motion approved.

- I. Upcoming Events:
- a. Area Meeting – September 12, Newcastle, WY
  - b. Regional Meeting September 11-14, 2017
  - c. State Tech Meeting – September 27, 2017 Casper
  - d. CCCD Board Meeting – October 10, 2017
  - e. Soil Workshop – October 12, 2017

**EXECUTIVE SESSION:**

No executive session was needed.

**GOOD OF THE ORDER:**

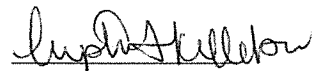
There being no further business the Chair stated the next regular Board meeting will be held October 10, 2017 at 4:00 p.m. in the District/NRCS Conference Room.

**ADJOURN:**

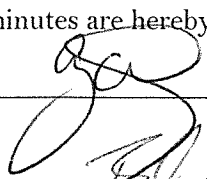
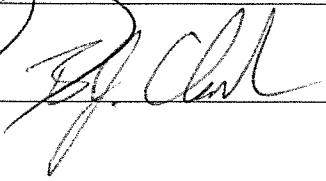
Lindsay Wood adjourned the meeting at 6:00 p.m.

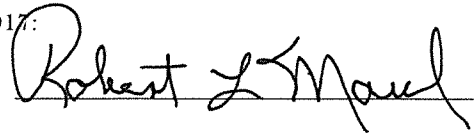
**APPROVAL:**

These September 5, 2017 minutes of the Board are submitted for approval by:



These minutes are hereby approved on October 10, 2017:

  
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CAMPBELL COUNTY CONSERVATION DISTRICT (CCCD)  
BOARD OF SUPERVISORS  
SPECIAL MEETING MINUTES  
601 4-J Court, Suite D  
Gillette, WY 82716  
September 20, 2017

CALL TO ORDER:

BJ Clark, Vice-Chair called the teleconference meeting to order at 12:04 a.m.

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

NEW BUSINESS:

A. RCPP Contract Review

- i. Jen stated they received the contract, the Board reviewed it. Discussion followed.

Bob Maul moved to approve and sign the RCPP Contract. Casey Elkins seconded the motion. Motion approved.

EXECUTIVE SESSION:

No executive session was needed.

GOOD OF THE ORDER:

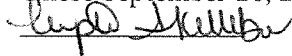
There being no further business the Vice-Chair stated the next regular Board meeting will be held October 10, 2017 2016 at 4:00 p.m. in the District/NRCS Conference Room.

ADJOURN:


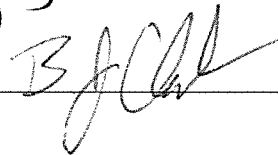
BJ Clark adjourned the meeting at 12:13 p.m.

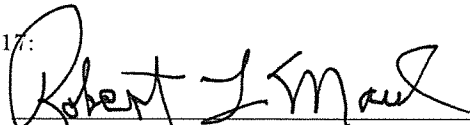
APPROVAL:

These September 20, 2017 special minutes of the Board are submitted for approval by:



These minutes are hereby approved on October 10, 2017:

  
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