

**CAMPBELL COUNTY CONSERVATION DISTRICT (CCCD)
BOARD OF SUPERVISORS
MEETING MINUTES
CCCD Conference Room
Gillette, WY 82718
September 8, 2020**

CALL TO ORDER:

Lindsay Wood, Chair called the meeting to order at 4:10 p.m.

Attendees were: Lindsay Wood, Chair; Jaime Tarver; Secretary/Treasurer; Richard Hauber, Supervisor; Casey Elkins, Supervisor; Jennifer Hart, District Manager; Crystal Kellebrew, Education Coordinator; Tim Kellogg, NRCS. Guest in attendance were Colleen Faber, County Commissioner Liaison and BJ Clark.

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, 2020, was **\$147,604.49**. The August 2020 deposit was **\$17,365.20**. Interest earned on FIB funds was **\$0.52**. Funds transferred from WGIF/Grant Checking/BHYC Checking account to FIB checking account equaled **\$0.00**. Total income was **\$17,365.72**. Funds transferred from FIB checking to WGIF/Grant Checking/BHYC account was **\$(90,000.00)**. Funds transferred to Grant Checking **\$(0.00)**. Expenditures for the month of August 2020 were **\$(43,798.23)**. As of August 31, 2020, the FIB checking account balance was **\$31,171.98**.

The Wyoming Government Investment Fund (WGIF) account balance as of July 31, 2020 was **\$24,352.90**. The August 2020 deposit was **\$0.00**. Interest earned on WGIF funds was **\$8.48**. Total income was **\$8.48**. Funds transferred to FIB checking account from the WGIF account were **\$(0.00)**. Funds transferred to WGIF from FIB checking account were **\$90,000.00**. As of August 31, 2020, the WGIF account balance was **\$114,361.38**.

The Grant Checking account balance as of July 31, 2020 was **\$55,005.00**. The August 2020 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 August 2020 were **(\$0.00)**. As of August 31, 2020, the Grant Checking account balance was **\$55,005.00**.

The BHYC Checking account balance as of July 31, 2020 was **\$7,823.04**. The August 2020 deposit was **\$0.00**. Interest earned on BHYC funds was **\$0.07**. Total income was **\$0.07**. Funds transferred from FIB account to BHYC Checking were **\$0.00**. Expenditures for the month of June 2020 were **(\$0.00)**. As of August 31, 2020, the BHYC account balance was **\$7,823.11**.

The Authorized Voucher Report including checks from FIB Checking **#9713** through **#9731** 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.

MINUTES:

Richard Hauber moved to approve the minutes from the August 11, 2020 Board meeting. Casey Elkins seconded the motion. Motion approved.

NRCS REPORT:

EQIP: NRCS has obligated 8 of the 9 EQIP contracts for \$228,300. The remaining contract is estimated at \$171,000. Work is being completed on existing contracts. Brandon and Neal have started the preliminary planning on the 2021 applications. Currently there are 42 unfunded applications.

AMA: NRCS has obligated 12 AMA contracts this year for a total of \$154,765. Eleven of these are seasonal high tunnel contracts and one is for a shelterbelt. Interest is already high for high tunnel applications in 2021. NRCS is receiving a minimum of two inquires a week.

RCPP: Work has been completed on 3 of the 5 contracts.

CSP: There were no applications for new CSP contracts this year. NRCS has one renewal application.

CRP: All four producers that have CRP took advantage of the emergency haying and grazing offered by FSA this year. About 1/3 of the CRP acres in the county will expire at the end of September.

CTA: The office has been assisting customers with maps, soils questions, plant identification and engineering questions.

Other: The office is at Phase 3 of the reopening plan. This means that all employees can be in the office with proper social distancing and producers can come in by appointment. The NRCS and CCCD were closed from August 26 to September 3 due to a potential COVID exposure by one of the employees.

CCCD STAFF REPORTS:

Jennifer Hart, District Manager

- August 11- NACD Forestry RPG Meeting- moderated breakout session
- August 12- NACD Forestry RPG Summer virtual meeting
- August 12- Board Meeting
- August 13- Sampled Donkey Creek
- August 18- Attended NRCS State Technical Advisory Meeting
- August 19- National Forest Advisory Board Field Trip
- August 20- Sampled Little Powder River
- August 24- Sampled Donkey Creek
- August 28- Meeting with CCNRD on DEQ grant
- August 31- Staff Meeting
- August 31- Sampled Little Powder River
- September 1- Flagged out units for TSI project
- September 2- Attended USFS Objection Resolution Meeting for the 2020 Plan Amendment
- September 3- Sampled Donkey Creek
- September 4- Meeting with CCNRD on DEQ Grant
- September 7- Holiday

Working on:

- Water Sampling
- BMP project inspections/ implementation/ contracting
- Vehicle bid packet
- WDEQ grant application

Crystal Kellebrew, Education Coordinator

- August 12- NACD Forestry RPG Meeting-PLT Presentation
- August 12-Board Meeting
- August 24-Sampled Donkey Creek
- August 27-Applied Storm Drain Stickers
- August 28-Water Education Event for John Paul II
- August 31-Staff Meeting

- August 31-Sampled Little Powder
- September 2-Applied Storm Drain Stickers
- September 3-Sampled Donkey Creek
- September 7- Holiday

Working on:

- Water Sampling
- Storm Drain Stickers
- PLT Workshop

OLD BUSINESS:

A. Grants Update

- WDEQ 319: District staff continues to make progress on our Phase II and III grants. Water quality monitoring continues on Little Powder River and Donkey Creek Watersheds. Staff has been working closely with landowners and NRCS to complete BMP projects. A reimbursement for a portion of one of the BMP contracts will be issued and the next phase of the project will begin. Jen will work with DEQ on reimbursement done this month.
- WDA: CCCD received the contract for the newly approved project, discussion followed.

Casey Elkins moved to approve and sign the contract between WDA and CCCD on the newly approved project on the amount of \$20,000.00. Richard Hauber seconded the motion. Motion approved.

- WSFD: CCCD and NRCS staff started flagging out the units in the Bay Horse TSI project. Flagging should be finished next week and a contractor will be selected in November.
- RCPP: The RFP for forest stewardship plans were released on the September 1, we have had several companies inquire about the plans. A contractor for the project will be selected in October.

B. Water Quality Update

- The board reviewed the current water quality data on Little Powder River and Donkey Creek.

NEW BUSINESS:

A. Local Working Group Report

- The board reviewed the local working group report.

B. Invasive Grasses

- Jen reached out to Weed and Pest about invasive grass issues in the County. She will continue to work on putting together a working group to discuss this issue. Jen will keep the board updated.

C. Board Resignation

- Casey Elkins submitted her letter of resignation to the Board.

Jaime Tarver moved to accept Casey Elkins board resignation effective immediately. Richard Hauber seconded the motion. Motion approved.

D. WACD Convention

- The 75th WACD State Convention is scheduled for November 16-18 in Torrington, WY. District staff will be attending, and we need a board member to be the voting delegate.

E. Vehicle Bid Packet

- The Board reviewed the vehicle bid packet.

Richard Hauber moved to advertise the vehicle bid packet. Jamie Tarver seconded the motion. Motion approved.

F. Area I Meeting

- Area Meeting is scheduled for September 24 in Buffalo, WY. District staff will be attending along with Lindsay Wood as the voting delegate.

G. 2020 DEQ 319 Grant Applications

- The District will be submitting two applications this year. One of the grants will go through CCNRD for Donkey Creek and the other will be just CCCD for Little Powder River. Applications for the projects are due September 18th.

H. Holiday Leave

- Jen asked the Board if the District staff can take vacation time from Christmas to New Year's.
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Jaime Tarver moved to close the CCCD Office December 24 – January 1. Richard Hauber seconded the motion. Motion approved.

I. Upcoming Events

- Area I Meeting – September 24, 2020
- CCCD Board Meeting – October 13, 2020
- Veterans Day – Office Closed – November 11, 2020
- Thanksgiving Day – Office Closed – November 26 & 27, 2020

ANY OTHER NEW BUSINESS:

EXECUTIVE SESSION:

No executive session needed.

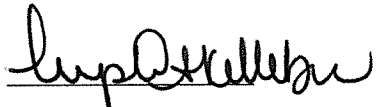
GOOD OF THE ORDER:

There being no further business the Chair stated the next regular Board meeting will be held October 13, 2020 at 4:00 p.m. at 601 4J Court, Suite D in Gillette, WY or by teleconference 1-877-820-7831, participant code 6821824.

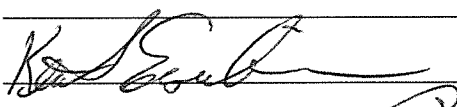
ADJOURN:


Lindsay Wood adjourned the meeting at 6:01 p.m.

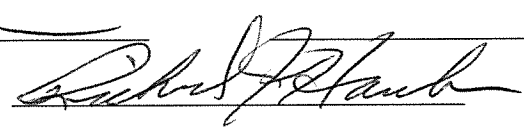
APPROVAL:

These September 8, 2020 minutes of the Board are submitted for approval by: 

These minutes are hereby approved on October 13, 2020:

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CAMPBELL COUNTY CONSERVATION DISTRICT (CCCD)
BOARD OF SUPERVISORS
SPECIAL MEETING MINUTES
*Teleconference
Gillette, WY 82716
October 1, 2020

CALL TO ORDER:

Lindsay Wood, Chair called the meeting to order at 12:01 p.m.

Attendees were: Lindsay Wood, Chair; Richard Hauber, Supervisor; Keith Eisenbraun, Supervisor; Jennifer Hart, District Manager; Crystal Kellebrew, Education Coordinator.

NEW BUSINESS:

A. Authorization of Wyoming Retirement System Check

Richard Hauber moved to approve the Wyoming Retirement System check as presented in the amount of \$1,752.92. Keith Eisenbraun seconded the motion. Motion approved.

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 13, 2020 at 4:00 p.m. in the District/NRCS Conference Room or by teleconference 1-877-820-7831, participant code 6821824.

ADJOURN:

Lindsay Wood adjourned the meeting at 12:04 p.m.

APPROVAL:

These October 1, 2020 special minutes of the Board are submitted for approval by: _____
These minutes are hereby approved on October 13, 2020:

