

Meeting Minutes
Regularly Scheduled Board of Supervisors' Meeting
Tuesday, September 14, 2010, 7:00 p.m.

The meeting was called to order by Chairman Tom Walters at 7:11 p.m. Also in attendance was Tyrone Fittje – Vice Chairman, Kelly Burch – Treasurer, Richard Hallingstad – Board Member, Mary Schraeder – NRCS District Manager, and Lisa Ogden – NCCD District Manager.

1. Announcements –

- Chairman Walters called for any new announcements, but none were made.

2. Minutes –

- Chairman Walters asked for any discussion regarding the meeting minutes August 10th, 2010. Hearing none, a motion was made by Kelly Burch, and seconded by Richard Hallingstad to accept the minutes as presented. Motion passed.

3. Unapproved Vouchers/Financial Report –

- Lisa Ogden presented and discussed the Unapproved Voucher List. Discussion concerning the following training for the District Manager ensued.
 - On October 6th and 7th, 2010, in Cody, Wyoming, is the Northern Rockies Tree School. The cost of the training is \$85.00. Board members discussed the training and agreed that it would be a beneficial training.
 - On October 18th-21st, 2010, in Cheyenne, Wyoming, is a “Grant-Writing from Conception to Completion”, with the cost of \$850.00. The benefits of having a District Manager with the knowledge to write grants and not have to hire out for grant-writing were discussed. It was agreed to allow the District Manager to go to the training. District Manager is to look for options to assist with the cost of the training, including asking RC&D, looking into scholarships, and potentially the training funds available through the Wyoming Workforce. It was agreed upon by the board members that even if other funds could not be found, to go ahead and sign up for the class for the benefit of the District.
 - On October 28th and 29th, 2010, in Casper, Wyoming, is Excel 2007 training at the Ramkota for the cost of \$128. Excel 2007 is the program utilized by the District for most spreadsheets and worksheets. The board agreed that the training would be beneficial so the funds were allowed.
 - Motion was made by Kelly Burch and seconded by Tyrone Fittje to accept the Unapproved Voucher list. Motion carried. Motion was made by Kelly Burch and seconded by Tyrone Fittje to pre-approve wages to District Manager. Motion carried.
- The Status of Funds was presented and discussed, and account balances were discussed.

4. District Conservationist Update – Mary Schraeder gave the District Conservationist Update.

EQIP funds - FY2010

- Irrigation sub account – 5 contracts
 - Obligated FY2010 - \$303,410
- Grazing Land sub account – 1 contract
 - Obligated FY2010 - \$40,042
- Russian Olive sub account – 1 contract
 - Obligated FY2010 - \$1,489

- Sage Grouse Initiative – 3 contracts
 - Obligated FY 2010 - \$642,122
- Total obligated - \$987,063

Russian Olive Workshop

- Not as well attended by landowners as hoped
- 4 City of Casper in attendance
- 3 Contractors with equipment – good demonstration
- 4 landowners

Workload

- New requests
 - 6 requests for irrigation projects – putting map and estimate of cost together
 - 2 requests for grazing land projects – MGT 5 for livestock well investigation to Area Office
 - 1 request for Russian Olive removal – make field visit
- Status Reviews
 - 4 contracts not on schedule – contact landowner to review contract , complete modification to re-schedule if possible
 - 2 of these reviews could be difficult to bring into compliance
- MGT 5 to Area Office
 - 2 requests for livestock well, GPS location attached to MGT 5
- HEL Compliance Plans
 - TIP (program administered by FSA) – Land under an expiring CRP contract is sold to a beginning farmer – requires compliance plan
 - AD-1026 received from FSA for HEL determination – if HEL a compliance plan is written to document cropping rotation and residue requirements – Plans for 3 farm numbers completed

FY 2011 Program funding

- Consider all applications on file by October 29 for funding in FY2011
 - All Farm Bill programs
 - EQIP, WHIP, CSP
 - Initiatives – Sage Grouse, Organic, Energy & High Tunnel
 - Easement programs – WRP, GRP, FRPP
- Developing a 1-page newsletter to send to landowners with program information and deadline for FY2011 applications

NPDES Permit

- One landowner on list – [REDACTED] is up 4/30/2011– still feeding cattle??
- Landowners with corrals near creeks, irrigation ditches, etc. need to be aware of new rules

Training

- New wind erosion program (WEP) - training is September 27-28, 2010 in Wheatland
- ABC workload data collection is coming up in October – required extensive data collection in past

State Civil Rights Committee

- East Area at large member

Annual leave

- Planning to be on leave October 12-15, 2010

5. Grants Update – Lisa Ogden gave the grants update as follows;

- The website address will be changing to www.natronacountyconservationdistrict.com. Lisa was not able to reach the appropriate person at Intuit to release the .org name. The website will be hosted by Network Solutions.com due to the size of the website allowed, as well as the price of \$145.00/year to host. BRG will begin work on website directly.
- Suggestions for the needed Kendrick Watershed Steering Committee. Lisa will be scheduling the meetings very soon, and needed ideas for some new people to replace a few that are no longer interested in being on committee. Suggestions were given and Lisa will follow up with potential newcomers, as well as previous members to establish meeting times.
- Lisa had spoken with Sean from InterTech regarding billing us for In-Kind time that had been deducted from previous bills in order to meet with the contract price with NCCD. Sean indicated that he will give us an In Kind billing for the Implementation Grant.
- The Quarterly Report for the Kendrick Implementation Grant is to be turned in by September 30th, with a billing for expenses. This will be completed by Lisa.

6. District Manager Update – Lisa Ogden gave her report as follows;

- UAA Request from WACD – Contact information for several landowners had not been located as yet. Lisa requested any information from the board that they may have. The mapping for the UAA's has been completed and Richard Hallingstad and Lisa Ogden will be beginning the field work as of 09-15-2010.
- The presentation at the Wyoming Flycaster's Meeting went well. Lisa presented a talk about what NCCD does in the community to about 50 members.
- Richard Hallingstad, Lisa Ogden, and Mary Schraeder attended the Area IV Meeting in Dubois, Wyoming, on 9-10-2010.

7. Old Business

- Board Members had received a draft of the Long Range Plan and asked for any changes or additions. With no changes or additions being made, Lisa will list for the 45 day public review.

8. New Business

- Board Members had received a draft of the Annual Plan for 2010-2011. With no additions or changes, Lisa will complete the Annual Plan and get it printed.
- The Tree Order Form was discussed and it was suggested to remove some of the tree species that are not as adapted in this climate. It was decided to allow landowners to make the decision as to whether or not to order the trees available.
- The sign-up sheet for the Home Show had arrived and it was discussed to attend the Home Show again in March of 2011. Lisa will make out a check and register for the show.

- Raffle Items were discussed for the State Meeting. Lisa will pick up items to donate for the raffles.
- Dental Insurance forms were made available for Supervisors. Lisa and Richard will be signing up for the dental insurance offered through WEBT.
- Upcoming Workshops were presented. Lisa will attend the Northern Rockies Tree School, Grant-writing, and Excel Basics & Beyond in the month of October with the approval of the board.
 - *Northern Rockies Tree School: October 6th-7th, 2010, Cody, WY (\$85)*
 - *Grant-writing from Conception to Completion: October 18-21, 2010, in Cheyenne, WY (\$850)*
 - *Water Quality Training – Module I: October 18th-22nd, 2010, in Laramie, WY (\$25)*
 - *Excel Basics & Beyond: October 28-29th, 2010, in Casper, WY (\$128)*
- Natrona County Rural Living Workshops
 - *BB Brooks Annual Meeting: September 16, 2010.*
 - *2nd Annual Solar Tour: October 2, 2010 TBA*
- Other Opportunities
 - *State Convention: November 16th – 18th, in Worland (So Far: Mary (Wed night only), Lisa (Mon, Tues, Wed, Thurs night), Tom, & Kelly.)*

9. The next meeting will be October 12, 2010, at 7:00 p.m.

Richard Hallingstad motioned to adjourn the meeting and Tyrone Fittje seconded. Chairman Walters adjourned the meeting at 8:46 p.m.

Respectfully Submitted by Lisa Ogden,

Signature

Date

Supervisor Signature

Date

Supervisor Signature

Date