

**Minutes**  
Regularly Scheduled Board of Supervisors' Meeting  
**Tuesday, August 9, 2011 @ 7:00 p.m.**

Chairman Fittje called the meeting to order at 7:08 p.m. Also in attendance were Richard Hallingstad – Treasurer, John Bentley – Vice-Chairman, Kelly Burch – Supervisor, Andy Anderson – Supervisor, Lisa Ogden – NCCD, and Willow Hibbs – Game & Fish Habitat Biologist. Adam Wyant of NRCS was excused.

1. **Announcements** – Willow Hibbs was introduced as the new Wyoming Game and Fish Habitat Biologist out of Douglas. She presented the opportunity for NCCD to partner with Game & Fish on grants available to G&F in the near future for spring developments, fencing, etc. NCCD would assist with bookkeeping and money management for the grants while G&F would file all reports, quarterly and annually. The Board of Supervisors elected to partner with G&F as the need arises.
2. **Approval of Minutes** – Budget Meeting Minutes for July 19<sup>th</sup>, 2011 and the Regular Meeting Minutes for July 19<sup>th</sup>, 2011, were reviewed. Chairman Fittje asked for discussion of the minutes. Hearing none, John Bentley motioned to accept the minutes as presented and Kelly Burch seconded. Motion passed.
3. **Unapproved Vouchers and Status of Funds** - Unapproved Vouchers and Status of Funds were presented. The vouchers were discussed individually. Kelly Burch moved to approve the Unapproved Voucher list for payment and John Bentley seconded. Motion passed. The Status of Funds was presented along with the bank statements and reconciliations for July of 2011. After hearing no discussion, bank statements were filed and Status of Funds was signed by the board.
4. **District Conservationist Update** – Adam Wyant was absent from the meeting, but had submitted his monthly report in advance. It was as follows:

**Week of July 18-22**

Willow Hibbs and I met with [REDACTED] to go over some monitoring methods for his SGI contract and the requirements. Thursday looked at [REDACTED]; Friday looked at [REDACTED]. On [REDACTED] none of the work was done this spring that was planned and now I am working with FSA to come up with a plan on options to get back on schedule. Friday surveyed [REDACTED]'s well and pipeline for his EQIP contract. Monday through Wednesday I helped Shelly move out of her office and rearrange furniture.

**Week of July 25-29**

I worked on PRS reporting for the end of the fiscal year so I can meet the county goals and contacted EQIP contract participants about the status of their projects. Thursday Shantel and I met with [REDACTED] about his well and pipeline on his EQIP contract and surveyed the pipeline with the GPS. Read and reviewed the 319 grant proposal draft.

**Week of August 1-5**

I worked on PRS reporting throughout the week. Tuesday Shantel and I met with [REDACTED] for his wells and pipeline for his EQIP contract. Completed an Aglearn training. Scanned and uploaded to SharePoint [REDACTED] TSP written grazing plan for review by NHQ.

As always I'm working on EQIP contract management and other day to day activities. I have been having Cindy work on better organizing our files and cleaning up around the office every Tuesday.

#### **Upcoming events**

August 9<sup>th</sup> and 10<sup>th</sup> NRCS East Area Meeting in Casper

August 13<sup>th</sup> – 20<sup>th</sup> Wyoming State Fair

August 17<sup>th</sup> I will be working the NRCS booth from 2:00pm – 6:30pm

August 23<sup>rd</sup> ATV Training at Poison Spider

August 27<sup>th</sup> WY Stock Growers Ag Land Trust Annual Roundup BBQ in Meeteetse

August 29<sup>th</sup> – September 2<sup>nd</sup> Hydraulics for Technicians training in Casper (Shantel and I will be going)

September 5<sup>th</sup> Labor Day (office closed)

September 8<sup>th</sup> – 10<sup>th</sup> WYGF Heritage Expo in Casper

September 9<sup>th</sup> WACD Area 4 Meeting in Saratoga

#### **5. Grants Update** –Lisa Ogden gave the grants update.

- a. Kendrick Implementation Grant - Final Draft Report was submitted to DEQ for comments. After comments, the Final Report will be submitted. The total reimbursement for the grant came to \$47,408.83.
- b. Board of Agriculture Water Testing Grant – Water sampling at the seventeen sites took place in July. Sean McGuire, Lisa Ogden, and Richard Hallingstad went on the sampling event.

#### **6. District Manager Update** – Lisa Ogden gave the District Manager Update.

- a. City of Casper Allocation – Lisa Ogden spoke with David Hill from the City of Casper Board of Public Utilities and the board allotted \$12,500.00 for our fiscal year 2013, to be paid March of 2012.
- b. Dept of Ag Requirements – Demonstration of Risk needed a few minor changes and new signatures. The other Dept of Agriculture requirements necessary by August 30, 2011, will be submitted this month.
- c. Teton Science School – Lisa Ogden will be speaking to the Teton Science School Elementary School teacher's group on August 11, 2011. They want a presentation on the District, its accomplishments, activities, and what we have to offer the educational community.

#### **7. Old Business**

- a. **319 Grant Application\*** (Rough Draft – Final Due 9/15/2011) – Justin Krajewski and Cori Foreman, of RESPEC, presented the most recent progress of the TMDL Report and Implementation Plan. The draft of the 319 grant proposal was given to the board members for their comments, changes or suggestions. Justin Krajewski, Lisa Ogden, and Richard Hallingstad had previously met with Casper Alcova Irrigation District, City of Casper, and Natrona County Weed & Pest regarding partnering with each of them in the grant process to both collaborate and assist each other with similar needs. Comments were encouraged before the final draft of the grant is submitted on September 15<sup>th</sup>, 2011. The grant proposal will have to be defended by the board on November 9<sup>th</sup> or 10<sup>th</sup>.

#### **8. New Business**

- a. **WWDC Application for Watershed Study\*** (Rough Draft – Final Due 8/15/2011) – The application process for the Wyoming Water Development Commission was discussed, and its potential benefits to the district and the community. The application fee of \$1000.00 was discussed, and the fact that if the watershed study is not funded, only \$750.00 will be refunded. This proposal will need to be defended by the board in the fall. John Bentley moved to apply for the Level I Watershed Study, and Andy Anderson seconded. Motion passed. The final application will be submitted by August 15, 2011.

- b. **Legislative Breakfast** – It was discussed to pick potential dates for the Legislative Breakfast and present them at the next meeting, but to remain a breakfast-event.
- c. Upcoming opportunities:
  - i. BMP Water Quality Training, August 22-25, Saratoga
  - ii. Area IV Meeting, September 9<sup>th</sup>, 2011, Saratoga (Richard, Lisa, Adam)
  - iii. Platte River Revival, September 17, 2011, Casper
    - 1. Richard Hallingstad and Lisa Ogden will be assisting with the Water Sampling portion of the Platte River Revival.
  - iv. Water Quality Training Module I, October 10-14, Laramie
  - v. WACD State Conference, November 15-17, Lander (Tyrone, Andy?, John?, Lisa & Adam)
- d. **The Meeting Date for Next NCCD Meeting is September 13, 2011, at 7:00 p.m.**

Chairman Fittje called for motion to adjourn the meeting. Kelly Burch motioned to adjourn and Andy Anderson seconded. Motion passed. Meeting adjourned at 8:28 p.m.

Respectfully Submitted,

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Lisa Ogden, NCCD District Manager

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Date

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Supervisor

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Date

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Supervisor

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