

Minutes
Regularly Scheduled Board of Supervisors Meeting
Tuesday, December 13th, 2011 @ 6:00 p.m.

Vice-Chairman Bentley called the meeting to order at 6:08 p.m. In attendance were Andy Anderson – Supervisor, Kelly Burch – Supervisor, Richard Hallingstad – Treasurer, Shantel King – NRCS, Adam Wyant – NRCS, and Lisa Ogden – NCCD. Chairman Fittje arrived later and took over the meeting at the grants update.

1. Announcements –

- a. There were no announcements.

2. Minutes –

- a. Meeting Minutes for November 7, 2011, were reviewed and discussed. Kelly Burch moved to approve the minutes as presented and Andy Anderson seconded. With no further discussion, the motion passed.

3. Unapproved Vouchers/Status of Funds –

- a. The Unapproved Vouchers were presented and each expense was discussed individually. Kelly Burch moved to approve the vouchers for payment and Richard Hallingstad seconded. Motion passed. The status of funds was discussed and the bank statements passed around for review.

4. District Conservationist Update –

- a. Adam Wyant gave the District Conservationist Update. It was as follows:

Week of November 7 - 11

November 9th went to the 319 Grant meeting in Laramie with Andy and Lisa. Friday November 11 office was closed for Veteran's Day.

Week of November 14 - 18

Tuesday through Thursday I was in Lander at the WACD Convention.

Week of November 21 - 25

Thursday the office was closed for Thanksgiving.

Week of November 28 – December 2

Tuesday moved office furniture all morning from the state office. We got a new break room table and a few upgraded desks. December 1st was the last day to get an application signed and turned in for FY2012 funding.

Week of December 5 - 9

Monday through Thursday was the QAR (Quality Assurance Review) by the area office.

Shantel and I have been working on EQIP contract management and taking applications for FY2012 EQIP applications and other programs. Also, both of us have been working on AgLearn trainings and completing the requirements of our conservation planner certification and rearranging the office furniture and upgrading.

EQIP

9 applications for irrigation (county allocation)

6 applications for grazing (county allocation)

2 applications for SGI (state level)

1 WRP application

1 GRP application

Upcoming events

I will be on leave from December 19 – January 2

Office closed December 26

Office closed January 2

CSP ranking period cutoff date is January 13, 2012 (tell your friends)

5. Grants Update –

a. Lisa Ogden gave the grants update. It was as follows:

i. Dept of Agriculture Water Testing Grant –

1. Yearly Report to DoA will be turned in to the Dept of Ag before December 31, 2011.
2. Lisa is working with BRG to produce a postcard outlining a few topics that will be focused upon on the website each mailing. This was decided to save postage, paper and funds. The postcards will be mailed out and refer the recipient to the website for further information. The focal point this grant will be rural acreages from 5-25 acres.
3. The InterTech 2011 Report was shared with the board. InterTech's proposal of work for 2012 was read, discussed and accepted by the board.

ii. TMDL Implementation Grant (North Platte River) – The grant presentation to 319 Task Force was made on November 9, 2011, in Laramie. The task force allotted \$735,437 to the Natrona County Conservation District to proceed with the grant activities after receipt of the federal monies in the Spring of 2012. The break-down of the funds was as follows: \$73,050 for Administration, 600,000 for BMP Implementation, \$3,187.00 for I&E, and \$59,200 for water sampling and analysis. A revised budget and grant proposal to fit these parameters is due to DEQ by January 17th, 2012.

iii. Lisa completed the Historic Trails RC&D grant paperwork for Pacific Power & Light and submitted it appropriately. There will still be a few minor expenses on the Meals on Wheels project for RC&D, and then a final report for the City of Casper and a refund of unspent 1% monies. Historic Trails RC&D is going to have a joint meeting with Big Horn RC&D next month to discuss the future of the Wyoming RC&Ds and possible joint efforts.

6. District Manager Update –

a. Lisa Ogden gave the District Manager's update. It was as follows:

i. Lisa and Adam Wyant attended the WACD Convention in November. Since NCCD did not have a voting delegate, Lisa brought home the packet of resolutions and business for the board to view.

ii. Tree Orders come to 309 trees/shrubs sold to date. Also, there has been an interest in Conservation Fabric, so Lisa has set up an account with DeWitt to carry the landscape fabric once again. The retail price list was handed out. The order form will be put on the website soon.

iii. The Dept of Audit Self-Audit was completed by Richard Hallingstad, Lisa Ogden and Anita Bartlett, of Powder River Conservation District. Once signed, it will be mailed to the appropriate address.

iv. The Yearly Funding Requirements that are needed by the Dept of Agriculture are complete and have been mailed to the state, ensuring our state funding for FY2013.

v. The budget to date was distributed for the board members to review and comment.

vi. The 2010-2012 Biennium Laboratory Funds Report is due by December 31, 2011. The report, along with a request for reimbursement will be sent to the Dept of Agriculture. The board also discussed the use of the remaining lab funds for a district camera, laptop computer, projector, and to cover the expense of a professionally written Sampling and Analysis Plan (SAP). A letter will be drafted to the Dept of Agriculture requesting approval for such items. If approved, expenditures need to be made before June 30, 2012. With remaining funds, waders and gloves are needed.

b. Sweetwater Preliminary Report

i. WWDC sent copies of the preliminary Sweetwater Report to get any comments from landowners or the board. Copies were made available.

7. Old Business

a. Ms. Ogden spoke with Bruce from the Waste Water Treatment Plant regarding the Bio-Solid program. At the last public utilities meeting, the use of bio-solids was discussed and the City of Casper had planned to

utilize the biosolids for a project at the City Landfill, with none to be saved and tested for agricultural purposes. John Bentley will discuss this issue with the City of Casper and report back to the board.

8. New Business

- a. Ms. Ogden spoke to the board about dropping the Delta Dental coverage that NCCD provides. She expressed interest in participating in the Wyoming Retirement System, since it is available to the Conservation Districts. After some discussion, the subject was tabled until more information could be presented.
- b. Sometime after the beginning of 2012, Ms. Ogden is planning to make NCCD presentations to CPU, City of Casper, & NC Commissioners, as well as Evansville and Mills.
- c. A sub-division review was presented to the board. It was discussed that NCCD does not provide reviews for larger acreages.
- d. There are no upcoming events to discuss.

9. The next Board Meeting Date is January 10, 2012, at 6:00 p.m.

Chairman Fittje called for a motion to adjourn. Kelly Burch motioned to adjourn and John Bentley seconded. Hearing no further discussion, meeting was adjourned at 8:08 p.m.

Submitted by Lisa Ogden,

Lisa Ogden, NCCD District Manager

Date

Supervisor, NCCD

Date

Supervisor, NCCD

Date