

**Meeting Minutes**  
Regularly Scheduled Board of Supervisors Meeting  
**Tuesday, February 7, 2012 @ 6:00 p.m.**

Chairman Tyrone Fittje brought the meeting to order at 6:08 p.m. Also in attendance were Vice-Chairman John Bentley, Treasurer Richard Hallingstad, Supervisor Kelly Burch, Supervisor Andy Anderson, District Conservationist Adam Wyant, Acting Area Conservationist Tim Becket, and District Manager Lisa Ogden.

**1. Announcements –**

- Tim Becket introduced himself to the board. He invited the board to attend the Area Meeting Deseret Ranch discussion on February 15, 2012, at 7:00 a.m. at the Isaak Walton Building in Casper and offered any assistance that the board might need.

**2. Minutes –**

- The meeting minutes from January 10, 2012, were presented and reviewed. Kelly Burch made a motion to accept the minutes as presented and John Bentley seconded. Motion passed.

**3. Unapproved Vouchers/Status of Funds -**

- The unapproved vouchers were discussed in detail. Richard Hallingstad made a motion to approve the voucher list for payment and Kelly Burch seconded. Motion passed. Status of funds was discussed in detail and bank statements were reviewed by the board.

**4. District Conservationist Update –**

- Adam Wyant gave the District Conservationist's Update. It was as follows:  
Shantel King and Adam Wyant have been working on processing applications, conservation plans, maps, ranking, etc... for FY2012 EQIP, GRP, and WRP.

**EQIP (\$247,806)**

- 9 applications for irrigation (county allocation)
  - 2 will be funded \$156,661.94
- 6 applications for grazing (county allocation), 1 located in Converse County
  - 2 funded for \$91,144.06
- 2 applications for SGI (state level)
  - 1 has requested to withdraw their application
  
- 1 WRP application has been submitted and waiting to hear on funding
- 1 GRP application has been submitted and waiting to hear on funding
- 1 CSP application

**CTA**

Working with a customer on stream bank restoration project utilizing toe wood structures

**Upcoming events**

NRCS East Area meeting February 14-15  
Office Closed Monday February 20 for Presidents' Day

## Topics to Discuss

CRP signup March 12 – April 6

Organizations to have meetings at to promote NRCS programs and workload by June 1

Local Work Group Meetings will be coming up soon

## 5. Grants Update –

- Lisa Ogden gave the Grants' Update. It was as follows:
  - i.* Board of Agriculture Water Testing Grant –
    - Ms. Ogden referred the board to the website to view the updates and changes to the website, as well as to the BRG Postcard that was mailed out to small land owners.
  - ii.* TMDL Implementation Grant (North Platte River .....)
    - Ms. Ogden is working with RESPEC to complete the final PIP that is due by the end of February. The PIP is dependent upon the final draft of the TMDL Implementation Plan, as well as the SAP development.
    - InterTech & RESPEC are working on the SAP together. RESPEC, InterTech and Ms. Ogden held a conference call on January 27, 2012, to discuss the old SAP and the changes necessary to update and renew the SAP. Karl Taboga, of InterTech, will be doing the primary writing for the SAP. It was discussed with InterTech the cost of the SAP and the possibility of the price of the SAP costing a bit more than the original proposal in 2011.
    - The Request for Proposal is forthcoming. Several procurement questions have slowed the process, but Ms. Ogden will continue looking for the exact procedure for procurement. When the RFP is complete, it will be sent to all board members for comments, corrections, etc.

## 6. District Manager Update –

- Lisa Ogden gave the District Manager Update. It was as follows:
  - i.* Tree Orders – To date, 1800 trees have been sold. This time last year, 1597 trees had been sold.
  - ii.* Laboratory Funds – Ms. Ogden contacted Randy Wiggins, of NRCS, to research what type of computer that he would recommend for use with ArcGIS. This size of computer averages around \$1600, so Ms. Ogden will hold off on purchasing the computer until the total cost of the SAP is returned. She will look into additional assistance for either/or/both of these expenditures, as well.
  - iii.* The collaborative meeting with W&P, etc regarding North Platte River, January 11, 2012, was cancelled due to the weather.
  - iv.* On January 25, 2012, Ms. Ogden and Shantel King spoke to around 65 Oregon Trail 2<sup>nd</sup> graders about watersheds and the importance of water quality.
  - v.* The District is in need of polymer before the Home Show. Ms. Ogden will be ordering two 55 pound bags.
  - vi.* QuickBooks Pro 2009 will no longer be supported by Intuit by May 31, 2012, for payroll updates, etc. NRCS is working to get approval for a newer version of QuickBooks, but at this moment only has approval for the 2010 version, which means that next year, all districts will have to replace the software again. We will be forced to purchase a newer version, but will wait until we positively have to, so that maybe we can get the newest version and save money next year.

## 7. Old Business

There was no old business to discuss.

## 8. New Business

- Upcoming opportunities were discussed:
    - i.* CAID Annual Meeting – February 10, 2012 @ 6:00 p.m.
    - ii.* Legislative Training – February 21, 2012 – Cheyenne
    - iii.* Certification Training – February 22-23, 2012 – Cheyenne
    - iv.* Home Show – March 16-18, 2012
    - v.* Watershed Tour – March 19<sup>th</sup>, 2012
- Ms. Ogden asked board members to please mark their calendars for these two events.

**9. The next NCCD board meeting date will be March 13, 2012, at 7:00 p.m.**

Chairman Fittje asked for a motion to adjourn the meeting. Kelly Burch made the motion and John Bentley seconded. Meeting adjourned at 8:12 p.m.

Submitted by Lisa Ogden,

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Lisa Ogden, NCCD District Manager

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Date

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Supervisor, NCCD

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Date

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Supervisor, NCCD

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Date