

Minutes
Regularly Scheduled Board of Supervisors Meeting
Tuesday, March 13, 2012

Chairman Fittje called the meeting to order at 7:04 p.m. Also in attendance was Richard Hallingstad – Treasurer, Kelly Burch – Supervisor, Andy Anderson – Supervisor, Adam Wyant – District Conservationist, Shantel King – NRCS, and Lisa Ogden – District Manager. John Bentley was excused.

1. Announcements –

There were no announcements.

2. Minutes –

The meeting minutes for February 7, 2012, were reviewed. Richard Hallingstad moved to approve the minutes as presented, and Kelly Burch seconded. Motion passed.

3. Unapproved Vouchers/Status of Funds –

Unapproved vouchers were discussed and expenses presented individually. With no further discussion, Kelly Burch made a motion to pay the vouchers and Richard Hallingstad seconded. Motion passed. The Status of Funds was distributed with the bank statements and discussed.

4. District Conservationist Update – Adam Wyant gave the District Conservationist Update. It was as follows:

Shantel and I have been working on processing applications, conservation plans, maps, ranking, etc... for FY2012 EQIP, GRP, and WRP.

Attended the East Area NRCS meeting February 14-15

Office Closed February 20th for Presidents' Day

March 1st well meeting in Douglas with local drillers who do the most work for EQIP projects

February 28th Shantel and I attended Easement Training in Wheatland (GRP & WRP)

We have been working with Collin Tierney (G&F) for an irrigation/wetland project on Stinking Creek and met with him on March 12th to discuss some things.

EQIP (\$247,806)

In process of developing conservation plans, maps, and contracts for:

2 applications will be funded (\$156,661.94) for irrigation

We will be surveying soon to work on design so they can be started this spring

2 funded application for (\$91,144.066) for grazing

These projects are for wells and livestock watering

1 WRP application has been submitted and preapproved for funding

1 GRP application has been submitted and preapproved for funding

1 CSP application (need to complete the CMT)

CTA

Streambank restoration project with toe wood structures has been surveyed by state office engineers and will hopefully be ready for this spring before high water.

Upcoming events

Program application deadlines (submit to area office by April 6th)

Shantel will be in training March 20-22 in Golden, CO (Role of the Special Emphasis Program Manager)

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 (haven't heard anything on this yet)

Soil testing is no longer done at UW and you now have to go through CSU. (See letter from UW)

5. **Grants Update** – Lisa Ogden gave the Grants Update. It was as follows:

- a. Board of Agriculture Water Testing Grant –
 - ~A brief news update will go to all elected officials by the end of March.
 - ~Water Sampling occurred on March 5th.
 - ~Ms. Ogden received approval from the Department of Agriculture to utilize up to \$500 of the grant to cover any overage of expense for the SAP.
- b. TMDL Implementation Grant (North Platte River)
 - ~The final Project Implementation Plan (PIP) is nearly complete. It is waiting on some minor changes on the SAP to be incorporated into the final PIP.
 - ~The updated Sampling Analysis Plan (SAP) has been started by InterTech with recommendations from RESPEC/DEQ.
 - ~The Request for Proposal was reviewed and changes and suggestions noted. Ms. Ogden will mail out the RFP on Friday, March 16th to the board suggested engineering firms. The proposals are due back to NCCD by April 16th at 3:00 p.m. MDT, at which point they will be distributed to the Board Members. The interviews for the prospective 319 Grant consultant will be on May 4, 2012, during the day.
- c. Level I Watershed Study –
 - ~Four firms have been selected to submit proposals to WWCD for the Level I Watershed Study. These Include RESPEC (with Anderson Consulting), Olsson Associates, Barr Engineering (with WWC Engineering), and Atkins (with Natural Resource Options, Inc.). Proposals are due 4/6/2012 to WWDC, at which time, WWDC will mail copies to the NCCD Board to review. Interviews for the top three consultants will be on May 10, 2012, in Cheyenne.
 - ~The Watershed Tour for the prospective consultants will be on March 19, 2012 at 10:00 a.m. till 4:00 p.m. The meeting will begin in the morning here at the office, and then we will go to the field for the rest of the day.

6. **District Manager Update** – Lisa Ogden gave the District Manager Update. It was as follows:

- a. The Board was given an updated budget sheet to date to review. Expenses that are still forthcoming in the fiscal year were discussed. An update will be given at each board meeting through the end of the fiscal year.
- b. Tree Orders – To date, 2337 trees and shrubs have been sold; to date in 2011, the number was 1662.
- c. Laboratory Funds – Additional lab funds were available through the Department of Agriculture for use through June 30, 2012. Ms. Ogden applied for and received an additional \$732.05 to be utilized toward the laptop computer.
- d. QuickBooks will no longer support QB2009 version of the accounting software. We will need to purchase the latest QuickBooks 2012 to continue receiving payroll support from Intuit.
- e. The Home Show Schedule was passed out and the board signed up for shifts to cover the booth.
- f. Ms. Ogden passed out the updated Supervisor's Training Manual to each of the Board Members.

7. **Old Business**

- a. Kelly Burch asked the board to discuss the option of supporting the FFA Annual Awards Dinner again this year by paying the fee for the motivational speaker, Emily Priebe, up to \$500. Richard Hallingstad moved to approve this expenditure up to \$500, and Andy Anderson seconded. Motion passed. Ms. Ogden will take care of the payment and the RSVP's to the event.

8. New Business

a. Upcoming opportunities:

- ~Home Show – March 16-18, 2012
- ~Watershed Tour – March 19th, 2012
- ~WCDEA Training – March 20th – 22nd, 2012 – Casper
- ~Level I Watershed Study Interviews 5/10/2012 morning in Cheyenne

The next monthly board meeting will be on April 10th, at 7:00 p.m.

Richard Hallingstad made a motion to adjourn, and Andy Anderson seconded. Meeting adjourned at 8:55 p.m.

Submitted by Lisa Ogden,

Lisa Ogden, NCCD District Manager

Date

Supervisor, NCCD

Date

Supervisor, NCCD

Date