

MINUTES OF THE MEETEETSE CONSERVATION DISTRICT BOARD MEETING
July 8th, 2020

Name: Meeteetse Conservation District
Type of Meeting: Regular
Place: MCD Office 1906 State St, Meeteetse, WY
Date: 7/8/2020
Time: 3:00 p.m.
Presiding Officer: Tim Morrison
Supervisors Present: Shawn Shepperson, Joe Thomas, Lionel Ostrander
Supervisors Absent: none
District Manager: Steffen Cornell
Resource Specialist: Joshua Kipley
Firewise Coordinator: Joshua Kipley
NRCS District Conservationist: Rory Karhu (report on file)
Others: Matt Burkhart

CALL TO ORDER/MINUTES: Meeting was called to order at 3:02 p.m. by MCD Chairman Tim Morrison, Joe Thomas moved to approve the MCD Board Meeting Agenda as presented, Lionel Ostrander seconded, motion passed unanimously.

TREASURER'S REPORT:

- **Treasurer's Report** – Shawn reviewed with the MCD Board the April & May 2020 Profit & Loss Statement (Budget vs. Actual), Blanket Voucher, Bank Reconciliations, and the Meeteetse Conservation District Bills for the month. Shawn moved to accept the Treasurer's Report, pay the MCD Bills, and place the Treasurer's Report on file for audit, Lionel seconded, motion passed unanimously.

Blanket Voucher June - July 2020

Type	Date	Num	Name	Memo	Paid Amount
1000 · First Bank of Wyoming					
Check	06/30/2020	ACH	United States Treasury	941 Deposit - 2nd Qtr, 2020 - Paid by EFTPS 7/09/20	-992.78
Total 1000 · First Bank of Wyoming					-992.78
1001 · Pinnacle Bank Chk - xx01					
Check	06/30/2020	3635	Midwest Fence Company	Inv # 35374	-346.25
Check	06/30/2020	3636	Bobcat of the Big Horn Basin, Inc.	Inv # 35473	-170.30
Check	06/30/2020	3637	Fry Gravel & Excavation Inc	Inv # 1404	-486.00
Check	06/30/2020	3638	Town of Meeteetse	Building Permit	-10.00
Check	06/30/2020	3639	Schatz Accounting Services	May, 2020 - Invoice 3492 & June, 2020 - Invoice 3503	-50.00
Check	06/30/2020	3640	Orchard Trust	June, 2020 - Plan #93001-02 D 354	-200.00
Check	06/30/2020	3641	Pinnacle Bank - VISA	July payment for June transactions	-896.42
Check	06/30/2020	3642	Wyoming Retirement System	June, 2020 Contributions - Agency # 564	-1,426.52
Check	06/30/2020	3643	Steffen C Cornell {employee}	June, 2020 (176 hrs) - Paycheck - S Cornell - DM	-3,651.27

Check	06/30/2020	3644	Joshua D Kipley {employee}	June, 2020 (176 hrs) - Paycheck - J Kipley - RS	-2,660.94
Check	07/02/2020	ACH	Google {vendor}	June, 2020 - conserwevy.net - G Suite Business	-24.00
Check	07/10/2020	ACH	Town of Meeteetse	June, 2020 Utilities	-121.70
Check	07/13/2020	ACH	Black Hills Energy	June, 2020 - Acct. # 3214 4702 69	-35.99
Check	07/15/2020	ACH	TCT West Inc.	June, 2020 - Acct. # 00040249-3	-114.29
Check	07/16/2020	ACH	VSP Vision Care	Vision Insurance for July, 2020	-17.83
Check	07/17/2020	ACH	Blue Cross Blue Shield of Wyoming	Health Insurance Premium for August	-641.00
Check	07/27/2020	ACH	Big Horn REA {vendor}	June, 2020 - Acct. # 10337-003	-59.64
Total 1001 · Pinnacle Bank Chk - xx01					-10,912.15
TOTAL					-11,904.93

DISTRICT CONSERVATIONIST REPORT: *Rory was involved in the following programs for the month of June: Fiscal Year 2020 and 2021 application planning for Park and Big Horn Counties; planning with clients; on-site construction checks/certifications; contract modifications; contract cancellation requests; WRP annual monitoring and report; NWQI application review; final engineering designs and practice certifications. Certified Practices for the month include: Obstruction Removal, Fence, and Nutrient Management. Rory provided the following Conservation Technical Assistance: Text, phone and email assistance; office appointments; field visits with clients; Preliminary HEL Determinations. Rory also had ArcGIS training; AC/DC meeting; SKYPE meeting about ranking issues in Division I; TEAMS interview Yellowstone Ecosystem Climate Assessment; Farm Bill rollout/weekly connection calls; FPAC Customer Experience Division Technology Subcommittee teleconference; weekly staff meetings, key lockbox installation; and Wyoming NRCS SOP comments.*

RESOURCE SPECIALIST REPORT: *Josh completed the following for the month of June: attended MCD monthly Board Meeting; prepared and distributed the previous monthly MCD Board Meeting Minutes; prepared RS Monthly Report and Timesheet; cleaned office & Ferret Den; scanned MCD monthly financial documents; Dept. of AG Mediation; responded to one fire call; RHAP Monitoring Plan information and pre-monitoring in Cow Pasture Allotment with BLM; researched Wyoming Hemp Program info; completed drone flight at Moon reservoir; researched well information in Little Buffalo Basin; worked on including tables and forms into WQM SAP from WYDEQ; continued to collect Sage Grouse spatial data; collected and recorded the CoCoRAHS data.*

DISTRICT MANAGER REPORT: *Steffen Cornell completed the following for the month of June: attended MCD monthly Board Meeting; completed the MCD monthly bookkeeping, bank reconciliations, and all financial reports; monthly report; reviewed monthly timesheets; cash flow tracking; tried to assist a member of the public from MN to locate the family member of "Emma" (previous owner of Cowboy Bar); correspondence with RMUS technical support; correspondence with Rory regarding Ed Ewart flooding issue; met with Jim Sheperd at Moon reservoir to locate some problems in SEO report; correspondence with WGFD regarding GPS tracking from the egg collection project; correspondence with Chad Olson and Jon Dinkins regarding SG net captures; RHAP field day scheduling and pre-monitoring on Cow Pasture allotment; spoke with Rocky Mt. Power and out surveying infrastructure to reduce animal caused service outages; Hemp research with WDA; Army Corps permit research and correspondence for island removal in river; call from GYC about "human component" of climate assessment; assisted Wilson Renner with his class project; searched for PTT 79551 in Powell, submitted WQ Grant Final report; worked on empty lot such as: emptied and moved sheds, gathered supplies, picked rocks, excavated, fence construction, prepared soil and planted seed, irrigated, cut down old shed and disposed, cleaned, installed railroad ties, coordinated with Thom Nave, and ran errands related to renovation of the lot.*

OLD BUSINESS: *Empty Lot update and contract review/approval – Lionel moved to approve the empty lot lease agreement/contract, Shawn seconded, motion passed unanimously. FY '21 Work Priorities – Provide an Update to the MCD Board each month and make Community and Education a priority; possibly find sponsors for a golf tournament in*

the Big Horn Basin; find ways to utilize the new drone on future projects, and schedule RHAP pre-monitoring day in Enright allotment.

NEW BUSINESS: WDA Funding Cuts – MCD Board has been made aware of future and potential Budget cuts.
Review Calendars – The MCD Board reviewed calendars for the months of July & August 2020.

MEETING ADJOURNED at 4:45 p.m. – MCD Budget Hearing is scheduled for July 15th, 2020 at 5:00 p.m. at the MCD office. Next Regular Board Meeting is Wednesday August 12th, 2020 at 3:00 p.m.

Date: 8-19-2020

Authorized Signatures:






