

MINUTES

Missoula Conservation District
April 10, 2017

Missoula Conservation District
April 10, 2017 Meeting Minutes
3550 Mullan Road, Suite 106
Missoula, MT 59808

Missoula Conservation District Attendees:

Tim Hall, Supervisor & Chair
Libby Maclay, Supervisor & Vice Chair
Travis Greenwalt, Supervisor & Treasurer
Bob Schroeder, Supervisor
Paul Parson, Supervisor
Art Pencek, Supervisor
Bart Morris, Associate Supervisor
Jen McBride, Staff
Monica Perez-Watkins, Staff
Brendan Hallmark, Big Sky Watershed Corps Member

Additional Attendees:

John Hart, Deputy County Attorney
John Bowe, NRCS
Shawn Higley, P.E., WWC Engineering
Carl Saunders, Grass Valley French Ditch Co.
Glenda Tilden, landowner (CM-01-17)
Levi Barham, landowner (CM-01-17)
Logan Lewis, UM student observer
Absent:
Sidney Wills, Supervisor
Ladd Knotek, MT FWP

Call meeting to order – 7:00 pm by Tim Hall, Chair.

Minutes – Libby Maclay moved to approve the March 13, 2017 minutes as submitted. Art Pencek seconded the motion, motion passed – unanimous.

Treasurer's Report – Travis Greenwalt reported \$36,393.59 in the District checking account.

Public Comment – No Public Comment.

Natural Resources Conservation Service (NRCS) Report - District Conservationist John Bowe provided the Board with the NRCS report. The report included information on Environmental Quality Incentive Program recent contract work and applications, Conservation Stewardship Program existing contracts and applications, Wetland Reserve Program existing easements and an application, and a Montana NRCS Public Affairs Project. Bowe stated that he is the Affairs Project's coordinator for the Missoula area and he will conduct interviews with landowners, including with District Associate Supervisor Bart Morris.

Grass Valley French Ditch Co. & WWC Engineering – Request for DNRC Grant Sponsorship – Clark Fork River Ditch Diversion Rehabilitation Project
Shawn Higley, P.E. at WWC Engineering, presented to the Board on the Grass Valley French Ditch Co. (GVFDC) Clark Fork River ditch diversion rehabilitation project. He requested District sponsorship of a Department of Natural Resources and Conservation (DNRC) Renewable Resource Project Planning Grant, which funds up to \$15,000.00. Higley said that sponsorship of the DNRC grant is necessary since GVFDC is not a public entity. He discussed the grant's funding cycle, competitiveness, and ranking criteria, adding that he believed this project would rank well due to its benefits to native bull trout. The grant's application schedule has not yet been announced, but is expected to open in the summer of 2017.

Chair Tim Hall spoke of the concern for safe boat passage at the site and Carl Saunders, GVFDC representative, stated that the adjacent landowner has some concerns about increasing boat passage, as he does not want the public encroaching on his property. The Board and Saunders discussed the landowner's rights and the easement, acknowledging that the landowner would need to consent in order for construction equipment to access the project site. Jen McBride read FWP fisheries biologist Ladd Knotek's comments, which also emphasized safe boat passage. The Board again discussed the need for safe boat passage, especially if public funds are used. Higley mentioned

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potential issues with the current location during periods of low water that may pose problems to engineering a safe passage.

The Board of Supervisors discussed the DNRC construction grant, which would follow the planning grant. Comparing the amount of the DNRC construction grant, \$125,000.00, with the much larger likely cost of the actual construction project, Hall asked Saunders from where the remaining funds would be secured. Saunders answered that GVFDC would borrow the remainder. He also said FWP and Trout Unlimited have approached GVFDC with funding opportunities in the past.

Saunders pressed the need for the rehabilitation work, noting that the structure was originally built in 1905 and the deck was replaced in 1966. Aside from this, the dam has been maintained with frequent patch work and is in much need of overall rehabilitation.

Art Pencek moved to sponsor a DNRC Renewable Resource Project Planning Grant for the Grass Valley French Ditch Company diversion upgrade c/o WWC Engineering. Bob Schroeder seconded the motion, motion passed – unanimous.

Emergency Notice

EM-01-17 – Montana Rail Link – Mill Creek – Culvert Inlet Rip Rap

(Geocode: ROW north of 04242835102010000)

McBride reviewed the emergency notice from Montana Rail Link (MRL), which stated that water overtopped rip rap and displaced materials along a culvert. The washout caused the bank to become unstable and threatened MRL's adjacent railroad tracks, so MRL utilized the emergency provision of the 310 law to install new rip rap in an effort to protect the tracks. The Board reviewed PowerPoint images of the site. The images showed an upstream undersized bridge, which appeared to be slowing the flow of water. The Board discussed the project and viewed images of the newly installed rip rap.

The Board of Supervisors determined that MRL carried out an appropriate use of the emergency provision of the 310 law, but the newly installed rip rap is not large enough for the site and is not properly placed to stand as a long-term solution. The Board concurred that the current rip rap must be removed and replaced properly with appropriately sized rip rap to avoid future displacement and to stabilize the fill around the culverts during future high flow events. MRL must submit a 310 application within 90 days of April 10, 2017, for the removal and replacement of the current rip rap with that which is of the appropriate size and placement.

Art Pencek moved to accept EM-01-17 as a project for review and approve the Emergency Notice (EM-01-17) as an appropriate use of the emergency provision of the 310 law. Bob Schroeder seconded the motion, motion passed – unanimous.

New 310 Permit Applications

MS-05-17 – Western Farms H.O.A. – O'Keefe Creek – Culvert Replacement

(Geocode: 04232519101050000)

McBride showed the Board images of the culvert replacement site on O'Keefe Creek. She said the application is not yet complete and the applicants will do more research and acquire a contractor. Then, she can then help them complete the application. She asked the Board of Supervisors to confirm that the District takes jurisdiction at the site, which they affirmed.

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The Board did not take action on Application No. MS-05-17.

MS-06-17 – Adam Good c/o Jay Raser – Clark Fork River – Home Construction

(Geocode: 04220019105120000)

The Board reviewed images of the home construction site while McBride discussed the project. She noted that an Army Corps of Engineers levee abuts the property. The Board of Supervisors discussed the county's work and previous issues related to the levee. The Board then discussed the construction site, which will occur 50-feet from the river.

Art Pencek moved to accept Application No. MS-06-17 for review and determine that it is not a project that requires a 310 permit, as all work is occurring behind the existing levee. Tim Hall seconded the motion, motion passed – unanimous.

Existing Permit Application

MS-04-17 – Missoula Electric Cooperative (MEC) – Game Creek – Utility Boring

(Geocode: 04220320101090000)

McBride reviewed the application to bore 42-inches under the outlet end of an existing culvert on Game Creek within MEC's right-of-way. The Board reviewed images and discussed the boring depth. During the April 4, 2017 site inspection, MEC, FWP, and District representatives discussed an increased boring depth, a minimum of 48-inches, which would provide adequate coverage and flexibility for future projects.

Art Pencek moved to determine that Application No. MS-04-17 is not a project that requires a 310 permit, as long as boring occurs a minimum of 48-inches below the channel and that this depth extends laterally for the entire width of the channel. Tim Hall seconded the motion, motion passed – unanimous.

Existing Permit

MS-01-17 – Don Felton – Clark Fork River – Berm Removal (RE: CM-11-16 - Clark Fork River – Impoundment on Meander)

(Geocode: 04220134101040000)

McBride provided an update to the Board on the project to remove the berm on the Clark Fork River. She reported that the project was successful and showed the Board before and after images of the project site.

Complaints

CM-11-16 – Clark Fork River – Impoundment on Meander

(Geocodes: 04220134201010000 & 04220134101040000)

Tim Hall moved to consider Complaint No. CM-11-16 resolved. The complaint regarding the presence of the Clark Fork River berm is remedied by its removal carried out in Permit No. MS-01-17. Art Pencek seconded the motion, motion passed – unanimous.

CM-01-17 – Levi Barham – Donovan Creek – Trenching and Diverting

(Geocode: 04209508304050000)

McBride reviewed the complaint concerning potential trenching and diverting of Donovan Creek on the property of Levi Barham. She reported that the complaint was brought to the District by the Barham's downstream

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neighbors, George and Glenda Tilden. McBride showed the Board images she took on site from the Tilden's property, along with images taken by George Tilden. McBride described the Tilden's complaint of repeated trenching by Barham and the creation of a trenched side channel.

Levi Barham spoke of the flooding problems on the property since he moved there three years ago. McBride discussed rocks that appeared to be placed in the creek, showing the Board an image, and Glenda Tilden said Barham placed the rocks to create a pond. The Board discussed the issue. Barham said that he did not place rocks to create a pond and that the water naturally flooded and pooled. Tilden disputed Barham's statements and discussed her husband's past work to remove fallen or cut branches that were creating ponds in the creek. Tilden said Barham placed the branches, which Barham refuted.

The Board of Supervisors reviewed the statements and images, and concluded that a determination could not be made from the images as to whether or not the side channel is a result of an unnatural diversion or is a natural overflow channel. The Board advised the neighbors not to disturb the creek. They also noted that the images indicated vegetation removal from mowing to the creek edge on the Tilden's property. The Board asked Glenda Tilden to refrain from mowing within 10-feet of the top of the banks of Donovan Creek.

Tim Hall moved to dismiss Complaint No. CM-01-17. Bob Schroeder seconded the motion, motion passed – unanimous.

310 Inquiries/Issues

Donovan Creek

McBride reported that she encountered two 310 issues on neighboring Donovan Creek properties while visiting the site of Complaint No. CM-01-17. She showed the Board images, and discussed the issues. At the site of the first, she said she observed flooding and braiding of the creek, mowing to the edge of the banks, and vehicles and equipment parked on the banks of the creek. At the second location, she said she viewed angular rock on the bank of the creek. The Board directed McBride to send letters to the property owners, informing them of the 310 law. The letters should remind land managers not to mow to the edge of the creek and to remove non-native materials from the banks of the creek. If these requests are not adhered to, the land managers may be found in violation of the 310 law.

Unnamed Creek, O'Keefe Drainage

McBride reported that landowner John Ottman asked her to review a property that he may sell in the O'Keefe Creek drainage. An unnamed creek occasionally runs through the property on Inderland Drive. There is no evidence of connectivity with O'Keefe Creek and the channel is not perennial at the location in question. McBride showed the Board images of the property and discussed issues with the creek above the property in question.

The Board of Supervisors told McBride that the District does not take jurisdiction on the unnamed creek that runs along Inderland Drive.

Reports

County Attorney – Deputy County Attorney John Hart did not have a report for the District, but asked about GVFD status as a company versus a district, related to WWC engineer Shawn Higley's reasoning as to why GVFD needs sponsorship for a DNRC grant.

MT FWP – No report.

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Bitter Root RC&D – Libby Maclay informed the Board that the next Bitter Root RC&D meeting will be held on Thursday, April 13, 2017.

Water Quality Advisory Council – No report.

MACD Dues Committee – Bob Schroeder reported on the last meeting of the Dues Committee, held in March 2017. He said that most of the larger Conservation Districts in the state do not pay their full dues to MACD, noting that Missoula is the only such large district to do so. Schroeder discussed specific Districts and their mill levies and dues payments. He noted that it was apparent that, despite efforts for clarification, many District Supervisors and staff do not understand that MACD and SWCDM are different organizations and that many feel that MACD does not carry out work in a transparent manner.

District Committees – No report.

Missoula CD Employees and Big Sky Watershed Corps Member – McBride handed the Board of Supervisors a draft of *Healthy Riparian Buffers* publication that Big Sky Watershed Corps Member Brendan Hallmark is creating. She discussed the technical review group that she will invite to review the publication and asked Supervisors if anyone wanted to participate. Paul Parson and Art Pencek will participate.

Jen McBride – Resource Conservationist – March 14 – April 10, 2017

310 Administration: Reviewed 310 letters following the March 13, 2017 District meeting. Corresponded regarding 310 projects, inquiries, issues, and complaints. Corresponded with applicants for EM-01-17, MS-05-17, MS-06-17, and MS-04-17. Addressed questions and reviewed completion of the berm removal on the Clark Fork River under MS-01-17. Visited the site of CM-01-17 on Donovan Creek and contacted landowner. Reviewed additional issues on Donovan Creek and visited an unnamed Creek in the O’Keefe Creek Drainage regarding a 310 inquiry. Took Hallmark into the field to review various 310 projects. Reviewed Cromwell Creek at high flow and met with landowner concerning flooding at a site up Lolo Creek. Conducted follow up visits on MS-01-14, Hamilton Day Ditch cement at high water; MS-17-16, YPL Rattlesnake Creek crossing; MS-10-16 O’Keefe bank stabilization, MS-11-15, O’Keefe Bridge Crossing; MS-02-15 YPL Deer Creek crossing; MS-16-16, Game Creek at high water; MS-29-16 Fish Screen adjacent to Rattlesnake Creek; MS-04-16, Butler Creek restoration from CM-10-15, and MS-34-16 LaValle Creek. Follow up, file review, and documentation will occur in the coming week. Updated shared drive with sorted 310 photos. Coordinated with Monica Perez-Watkins on preparation of reports for the April meeting. Corresponded with County Attorney, Fish Wildlife & Parks, and other representatives regarding possible 310 projects and 310 inquires, issues, complaints. Discussed 310 inquiries as needed over the phone or e-mail. Attended 310 inspections and met with 310 applicants to assist with applications. Provided photos and reviewed District Meeting PowerPoint. Worked with Perez-Watkins on revising and finalizing the 310 law outreach postcard.

Conservation Planning: Worked with Monica Perez-Watkins on various District projects and programs. Worked on 2018 Cost-Share brochures. Reviewed design and updates that Perez-Watkins made to the Missoula CD listening session postcard and the Missoula CD website. Continued work to refine draft survey questions for listening sessions. Met regularly with Brendan Hallmark Big Sky Watershed Corps (BSWC) member regarding improvements to the Healthy Riparian Guide and provided edits and feedback. Searched for photos to use throughout the guide. Answered inquires on District grant programs, sponsorships, and the no-till-drill rental program. Continued correspondence as needed with partners regarding planning for the 2018 Western Montana Grazing and Agriculture conference and the Low-Stress Stock Handling Workshop.

Office Administration: Followed up and corresponded with contacts as needed following the last District meeting. Followed up regularly with office IT regarding District computers and need for updates. Spent more time sorting and organizing electronic files onto the shared drive CD folder on the NRCS server. Worked on reviewing files and

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updating 310 working priorities sheet. Followed up on NRCS LincPass and computer needs for Hallmark. Met with Perez-Watkins and Hallmark regarding weekly accomplishments, priorities and plans for coming weeks. Completed time reporting for CD staff and also completed BSWC time reporting requirements. Entered labor distribution reports into QuickBooks. Checked in on office project progress including, website updates, the riparian buffer brochure updates, cost-share program updates, the 5-year planning process, and equipment program plans. Reviewed and edited April Agenda, March Minutes, Mini-Grant letters, and various correspondence. Corresponded with the county attorney's office on office management, contracts, letters, and 310 administration as needed. Worked with Perez-Watkins on District meeting preparations.

Monica Perez-Watkins – Conservation & Communications Coordinator – March 14 – April 10, 2017

General Coordination: Scanned and made copies of new 310 applications; sent to FWP. Corresponded with 310 applicants and/or property owners regarding site inspections and visits; created inspection directions/maps document. Prepared 310 forms for site inspections and meeting. Sent weekly email to McBride regarding tasks completed and ongoing. Met weekly with McBride and Hallmark to discuss tasks completed and ongoing, meeting items, etc.

Communications and Outreach: Drafted and mailed 310 decision/follow-up letters and permits following March 13, 2017 meeting; emailed to FWP. Posted February 13, 2017 meeting minutes on website and sent to County. Wrote March 13, 2017 meeting minutes and April 10, 2017 agenda; reviewed both with McBride. Posted agenda in office and on website; sent to agency representatives and County. Prepared meeting PowerPoint, packets, and Business handout for Board. Assisted and answered questions from callers and walk-ins regarding 310 law/application/process, Cost Share program, Riparian Planting Mini Grant, no-till program, ditch company information, meeting, and District and DNRC Grants. Directed inquiries on issues outside of CD realm to appropriate agencies. Forwarded various emails of potential interest to the Board throughout the month and applicable items to applicable committees. Reviewed County emails for relevancy. Took no-till reservations, corresponded with Larry's Tractors regarding drill logistics, and sent reservation information to Larry's. Wrote Riparian Mini Grant approval letters, updated contracts, and sent to approved applicants. Sent DNRC Education Mini Grant application. Wrote Legacy Grant extension and disbursement letter. Created and ordered Resource Conservationist business cards. Corresponded with MACD Communications Director regarding Wordpress website domain name transfer and emails. Created new pages, posts, etc. in website. Wrote Board Bio prompt questions for website. Updated 310 postcard based on Board's feedback, corresponded with County and CSKT, sent to AlphaGraphics (AG); corresponded with AG regarding proof. Sorted postcard mailing list for duplicates. Completed reservation/permit requirements for community listening sessions. Created community listening session postcards. Review draft survey questions with McBride and Hallmark. Corresponded with Envirothon teacher(s) on grant disbursement, NRCS study sessions, and arranged FFA/Ag Center tour. Reviewed Cost Share brochure with McBride and created brochure layout. Created Riparian Mini Grant hand out for office and email. Corresponded with DNRC and CD Education Mini Grant grant applicant and reviewed applications; created summary for Board.

Financial Management: Emailed claims from March 13, 2017 meeting to County. Entered claims and checks into QuickBooks Online (QBO). Updated Supervisor timesheets/mileage as needed. Tracked 2017 Cost Share returned/signed contracts and W-9 forms. Entered itemized purchases from petty checking and checking account into QBO. Reconciled bank statements, D. A. Davidson change in investment value, and County Milly Levy monthly report in QBO. Prepared claims to be signed at April 10, 2017 meeting. Corresponded with County claims manager regarding Pitney Bowes payment. Create new subaccounts for non-Supervisor professional fees and non-310 related Supervisor reimbursements in QBO and update accordingly.

Administrative Duties: Maintained and updated 310 master lists. Prepared/restored conference room for meeting. Recorded meeting notes for minutes. Maintained and organized files. Created pdf documents of meeting packets and staff meeting notes. Prepared mail. Sorted and distributed office mail. Answered District phone and directed

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walk-ins as needed. Ran errands to recycling center and post office. Listened and took notes on MACD District Operations conference call. Reviewed sandbag policy with McBride.

Brendan Hallmark – Big Sky Watershed Corps Member – March 14, 2017 – April 10, 2017

Watershed Education and Outreach: Continued to develop and revise the Healthy Riparian Buffer Guide to replace our current version. Worked toward finalizing part 1 & 2 so it can be passed it along to a working group that will provide additional comments and feedback. Spent two days with Missoula CD funded organizations in the field. Attended a Watershed Education Network (WEN) training session in order to lead a chemistry station that taught students how to measure dissolved oxygen, pH, and temperature in a stream. Assisted WEN with a 6th grade stream monitoring field trip at Lolo Creek. Provided assistance to Trout Unlimited who needed to revisit and repair fill at the site of a fish screen adjacent to the Rattlesnake Creek.

District Business Assistance: Accompanied Jen McBride during the deconstruction of a berm that was built on the streambank of the Clark Fork River. Ensured that the streambank was regraded to the approximate height of its natural elevation and spoke with the landowner so that he understood how streambank vegetation plays an essential role in bank stabilization. Conducted 310 application follow-ups with McBride during high flow velocities to check on the condition of certain projects and met with a landowner at the site of a possible 310 emergency due to flooding on her property. Accompanied McBride, Ladd Knotek, and Art Pencek to visit 310 application sites. Continued to meet with McBride and Monica Perez-Watkins for staff meetings and individual check-ins.

Professional Development: Enrolled in an online course that explores applications and designs of Geographical Information Systems. Big Sky Watershed Corps sponsored the four week course.

Other – No additional reports.

New Business

Correspondence – Monica Perez-Watkins informed the Board of three correspondence items. The first was a SWCDM \$25.00 invoice for a donation to the Bridger Plant Materials Center. The Board agreed to submit the payment. The second item was a 310 permit report compiled by DNRC regarding permit/complaint quantities issued by Districts statewide. The report named Missoula Conservation District as the District with the highest number of complaints per year, and the Board discussed differences in 310 administration and the permitting process across all Districts. The third item was a \$500.00 invoice from the Missoula County Weed District's Leave No Weeds program. Perez-Watkins reported that, according to QuickBooks Desktop records, the District paid the invoice between the years 2003 and 2014, but staff could not find a record of payment in 2015 or 2016. The Board suggested that the Weed District present an update on the Leave No Weeds program.

Sandbag Policy - Perez-Watkins informed the Board that a Business handout was in their meeting folders. She reported that the Project Coordinator for the Missoula County Office of Emergency Management contacted staff regarding the District' sandbag policy. Perez-Watkins directed the Board to the handout, which included a copy of the written policy that staff updated, and asked the Board to review the policy. The Board and Deputy County Attorney John Hart had comments regarding the definition of an emergency. The revised District sandbag policy reads as follows:

The following policy applies to all persons using sandbags to protect a structure near streams and rivers within Missoula Conservation District jurisdiction in Missoula County:

Missoula Conservation District recognizes the placement of sandbags as a temporary emergency protection measure for structures. An emergency is defined as an unforeseen event or combination of circumstances that calls for

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immediate action to safeguard human life, animal life, or property (including growing crops), without time to obtain a 310 permit.

Sandbags must be removed immediately following the end of the emergency. An emergency 310 permit is not required for sandbag placement. However, when sandbags are placed to protect a structure that is near a stream or river, Missoula Conservation District must be notified as to where and when they are placed as well as notified when they are removed. An absolute deadline for removal of sandbags is set at the end of the business day on July 15, annually. If this policy is not adhered to, you will be in violation of the 310 law.

For more information contact Missoula Conservation District at (406) 829-3395 ext.101.

Other - McBride had one item of correspondence for the Board. She reported that NRCS Soil Conservationist Travis Lemke asked her to gauge the Board's interest in sponsorship and participation in a Soil and Water Conservation Society bus tour to South Dakota in mid-September 2017. McBride spoke of the stops the bus will make at various farms and ranches, speakers, and topics to be covered. The Board indicated interest, but would like additional budget information before committing to a sponsorship.

Old Business

Legislative Items – McBride reported that MACD's *News from the Front* is forwarded to Supervisors regularly and provides a weekly update and commentary on legislative items. She asked the Board if any items needed to be discussed. No items were discussed.

Clark Fork River Basin Council - McBride told the Board that the Clark Fork River Basin Council's work on the State Water Plan was discussed at the previous District meeting. She reiterated that the Council is requesting comments regarding the plan's implementation. The Board discussed the Council and potential barriers and delays to the plan. The Board of Supervisors directed McBride to submit the following comment on behalf of Missoula Conservation District:

Missoula Conservation District appreciates being kept informed of the activities of the Clark Fork Basin Council and would like to remain informed, but the District is not interested in participating at this time.

In response to the Council's request for comments on the State Water Plan: The Board discussed the highlighted pages of the plan and the various associated questions. The Board stated that it seems that water use planning work will be relatively unproductive if it occurs prior to the completion of water rights adjudication and ratification of the Confederated Salish and Kootenai Water Compact.

At this time, the Missoula Conservation District Board has no other comments.

Website - Perez-Watkins informed the Board that the new District website would be published that week. She also mentioned staff's interest in having Board biographies on the site, asking if they would be interested in writing a short paragraph on themselves, and pointed to a list of prompt questions on their handout. The Board agreed to send short biographies via email.

Equipment Program – Bart Morris reported that All Things Metal made the fabrications to the trailer. However, there were still concerns regarding ease of usage and potential problems. The Board discussed these concerns and the leasing terms with Larry's Tractors, Trailers, and More, the company that is housing the no-till drill and trailer.

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The Board suggested that a copy of the user's manual on hand in the drill would be helpful to renters and McBride asked the Supervisors to send a list of tips to Perez-Watkins to compile. Travis Greenwalt added that the District should meet with Larry's Tractors, Trailers, and More to balance the books.

Perez-Watkins asked the Board if the District will rent the drill to non-profits at a discounted rate, based on an inquiry she received. The Board discussed the rate of \$150.00 per day, which they noted was already at a discounted rate, and suggested that organizations could apply for a seeding grant, such as the District's Cost-Share program. The District will not provide a non-profit discount to the equipment rental program.

310 Law Outreach – Perez-Watkins handed the Board a copy of a final draft of the 310 law postcard. Paul Parson had one edit, to add “near a stream” to the line, “check before you work.”

Long Range Plan & Community Meetings – Perez-Watkins reported that all five community listening sessions were scheduled for May and June. McBride asked the Board about their attendance at the sessions and suggested that it would be ideal if each could attend the session closest to their community. Perez-Watkins pointed the Board to their handout, which included a copy of drafts for a postcard on the sessions, and asked for the Board's feedback. She then asked for review of the survey questions, also included in their handout. Travis Greenwalt confirmed that the survey's current format would work in SurveyMonkey.

Grant Programs

Education Mini Grant - Perez-Watkins informed the Board that she received a request from Craig Kuchel of Project Night Flight for a District Education Mini Grant of \$500.00 and District sponsorship of a DNRC Education Mini Grant application for \$500.00. A summary of the project, including objectives, future plans, and a budget, was included in the Board's handout. Perez-Watkins passed copies of the two letters of interest from Kuchel to the Board. She described the program, which involves working with local students and citizen scientists to record the nocturnal flight calls of migrating song birds in an effort to track population trends and migration pathways in western Montana. She also reported on the training workshop and recording and processing equipment the grants would help fund.

Bob Schroeder spoke of the program, which began as a MPG Ranch project and is now branching into its own non-profit. He also said that Craig Kuchel is a retired Florence-Carlton High School science teacher who won a national biology teacher of the year award.

Art Pencek said he did not support the District providing a grant or DNRC sponsorship because of the narrow scope of the program.

Tim Hall moved to approve a \$500.00 Education Mini Grant to Project Night Flight to fund equipment costs at Seeley-Swan High School. Paul Parson seconded the motion, motion passed; Bob Schroeder abstained, Art Pencek opposed.

DNRC Education Mini Grant Sponsorship – See above for discussion.

Tim Hall moved to approve District sponsorship of a \$500.00 DNRC Education Mini Grant application for Project Night Flight to fund workshop transportation costs and student stipends. Travis Greenwalt seconded the motion, motion passed; Bob Schroeder abstained, Art Pencek opposed.

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Upcoming Events

Big Sky High School Ag Center Tour – Perez-Watkins said the Agriculture Center tour was scheduled for Thursday, April 27, 2017, at 3:30 pm. The Board asked her to send a reminder email.

Area V Stockmanship Workshop – McBride informed the Board that the District will likely partner with Bitterroot Conservation District and do the workshop with Oxbow Cattle Company, Associate Supervisor Bart Morris’ company.

Area V Meeting – Missoula will host the Area V Meeting on September 26, 2017. McBride informed the Board that resolutions are due to MACD by September 1, 2017.

Western Montana Grazing and Agriculture Conference – McBride reported that the Lake County Conservation District Conservation Coordinator made an updated budget of the 2017 conference. McBride will bring the updated version to the next meeting.

Other – The Budget Committee will meet to discuss the District budget for FY 2018 (July 1, 2017 – June 30, 2018) at 3:00 pm on May 8, 2017.

Payment of Bills -Tim Hall moved to pay the bills. Libby Maclay seconded the motion, motion passed-unanimous.

Warrants:

Blackfoot Communications

Ck # 2292 – Internet \$ 118.00

Verizon

Ck # 2293 – District cell phone \$ 69.00

First Interstate Bank

Ck # 2294 – District vehicle gas card \$ 31.06

Pitney Bowes

Ck # 2295 – Postage machine leasing charges \$139.65

Travis Greenwalt

Ck # 2296 – Signatures (missed payment at 03/13/17 meeting) \$ 50.00

Total: \$ 407.71

Voting Record – CD Supervisor	FOR	AGAINST	ABSTAIN
Timothy Hall	11		
Libby Maclay	11		
Paul Parson	11		
Art Pencek	9	2	
Sidney Wills	Absent		
Bob Schroeder	9		2
Travis Greenwalt	11		

Adjournment – Tim Hall moved to adjourn the meeting. Libby Maclay seconded the motion - motion passed, unanimous. The meeting adjourned at 10:08 pm.

The next meeting of the Missoula Conservation District will be held May 8, 2017 at 7:00 pm in the Missoula Conservation District conference room, 3550 Mullan Road, Suite 106, Missoula, MT 59808.