

MINUTES

Missoula Conservation District
October 9, 2017

Missoula Conservation District
October 9, 2017 at 7:00 pm
3550 Mullan Rd, Ste 106, Missoula, MT 59808

Missoula Conservation District Attendees:

Tim Hall, Supervisor & Chair
Travis Greenwalt, Supervisor & Treasurer
Sidney Wills, Supervisor
Bob Schroeder, Supervisor
Art Pencek, Supervisor
Jen McBride, Staff
Monica Perez-Watkins, Staff
Brendan Hallmark, Big Sky Watershed
Corps Member

Additional Attendees:

John Hart, Deputy County Attorney
Deb Fassnacht, WEN
Malcom Miller, Treasure State Tree Service
(MS-22-17)

Absent:

Libby Maclay, Supervisor & Vice Chair
Paul Parson, Supervisor
Bart Morris, Associate Supervisor
Ladd Knotek, MT FWP
John Bowe, NRCS

Call Meeting to Order – 7:02 pm by Chair Tim Hall.

Minutes– Tim Hall moved to approve the September 11, 2017 minutes as submitted. Travis Greenwalt seconded the motion, motion passed – unanimous.

Treasurer's Report – Travis Greenwalt reported \$31,522.60 in the district checking account.

Public Comment – No public comment.

NRCS Report – No report.

New 310 Permit Applications

MS-21-17 – Timothy Phillippi – Donovan Creek – Utility Boring (Geocode: 04209508304200000)

Jen McBride reviewed the location and description of the project to bore a septic line under Donovan Creek to connect a septic tank with a drain field. The board reviewed images of the October 6, 2017 site inspection while McBride discussed the visit. She also spoke of her discussion with the applicant regarding riparian buffers and available funding for riparian planting through the district's riparian planting mini-grant. McBride read Ladd Knotek's team member report, then Art Pencek read his. The Board of Supervisors recommended the applicant plant native riparian shrubs along the streambanks and discussed connecting with county septic staff to ensure the county is aware of the project.

Bob Schroeder moved to approve Application No. MS-21-17 as a project for review and approve the application with modifications in the team member reports. Art Pencek seconded the motion, motion passed – unanimous.

The project to bore a septic line under Donovan Creek, in order to connect a septic tank to a drain field, is approved with modifications incorporating the following:

- Bore at a minimum depth of 4-feet below the creek bed
- Do not mow or work within 10-feet of the stream banks
- Otherwise proceed with project as proposed in Application No. MS-21-17

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MS-22-17 - Treasure State Tree Service c/o Malcolm Miller - Rattlesnake Creek - Debris and Vegetation Removal (Geocode: 04220011303150000)

Malcolm Miller described the debris and vegetation removal project to the board. The work will occur near a Rattlesnake Creek neighborhood, which spurred the work as the proximate homeowners are concerned about debris piles in and near the creek. The board reviewed images from the site inspection and discussed the project. Knotek and Pencek's team member reports were read. Miller will haul the removed debris to a compost facility.

Art Pencek moved to approve Application No. MS-22-17 as a project for review and approve the application with modifications in the team member reports. Bob Schroeder seconded the motion, motion passed – unanimous.

The project to remove debris and vegetation along Rattlesnake Creek is approved with modifications incorporating the following:

- Remove only the three existing debris piles from the riparian area that were identified during the October 6, 2017 site inspection
- Do not remove or disturb other additional debris in the riparian area (this includes the stream channel and the area 30-feet from the ordinary high water mark of the creek)
- Do not remove or disturb live vegetation in the riparian area
- Otherwise proceed with project as proposed in Application No. MS-22-17

MS-23-17 – John Ottman b/o Featherhorn Ranch – Bitterroot River Slough - Ford Crossing (Geocode: 04197631301010000)

McBride reviewed the application and noted that the applicant included pond dredging in addition to the ford. However, all team members present during the site inspection agreed that the existing pond improvements should be removed from the 310 application, as the pond is isolated from, and does not appear to impact the bed or banks of a perennial channel. Thus, the board determined the pond to be out of the district's jurisdiction because it does not appear to impact the bed or banks of the Bitterroot River or a nearby stream. McBride continued to review the location of the existing ford crossing on a slough of the Bitterroot River and showed the board images of the site inspection over PowerPoint. Knotek and Pencek's team member reports were read. The board discussed the site and size of washed rock to be used to stabilize the ford crossing.

Art Pencek moved to approve the ford portion of Application No. MS-23-17 as a project for review and approve the application with modifications in the team member reports. Bob Schroeder seconded the motion, motion passed – unanimous.

The project to improve an existing ford is approved with modifications incorporating the following:

- Armor the crossing as shown on the submitted cross section (washed rock is the preferred armoring material)
- Install washed rock to the top of both approaches (rock size should be 4-inches or less, i.e., able to pass through a 4-inch sieve)
- Ensure washed rock is installed on grade to maintain stream gradient throughout the crossing site
- Do not place additional materials in the project area (e.g. concrete)
- Do not disturb streambanks or vegetation above or below the crossing site
- Otherwise proceed with project as proposed in Application No. MS-23-17

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MS-24-17 – Perry Ashby – Carlton Creek – Flume Reconstruction (Geocode: 04197533101020000)

McBride showed the board aerial images of the project location, reviewed the project, and explained that the irrigation flume was destroyed in the Lolo Peak Fire. The board reviewed before and after photos of the flume and discussed the project and intended materials. Both team member reports were read.

The flume exists on private property that is not owned by the flume operator/applicant, however, the landowner's approval was received by the district. The board and John Hart discussed the issue of a flume or ditch existing on private property.

Travis Greenwalt moved to approve Application No. MS-24-17 as a project for review and approve the application with modifications in the team member reports. Art Pencek seconded the motion, motion passed – unanimous.

The project to reconstruct an irrigation flume is approved with modifications incorporating the following:

- Limit disturbance to the headgate and the existing ditch route – it is preferred that disturbance is kept to an area less than 8-feet wide and the disturbed area should not exceed a width of 12-feet
- Reseed the easement and disturbed areas with a native grass seed mix immediately following the completion of each section
- Remove all debris, garbage, and burned infrastructure from the project site
- Do not disturb or work in the stream or on the banks outside of the direct diversion route
- Otherwise proceed with project as proposed in Application No. MS-24-17

MS-25-17 – Trout Unlimited c/o Rob Roberts – Rattlesnake Creek – Cobban Ditch Fish Screen Replacement (Geocode: 04220002301260000)

McBride reviewed the project to replace a brencaill fish screen with a self-cleaning paddle wheel fish screen on Cobban Ditch off of Rattlesnake Creek. The board reviewed images of the project site as McBride continued to discuss the project, which will mostly occur within the ditch right of way, not in the creek channel. Both team member reports were read.

Bob Schroeder moved to approve Application No. MS-25-17 as a project for review and approve the application as proposed, without a seasonal time restriction. Travis Greenwalt seconded the motion, motion passed – unanimous.

MS-26-17 – Severinsen Irrigation b/o Greenough Land & Livestock LLC - Blackfoot River – Irrigation Intake Repair (Geocode: 04233027101040000)

McBride told the board that the application to repair an irrigation intake was past the October site inspection deadline. Knotek requested a site inspection, and the application will be on the November agenda for review. The board reviewed photos of the project site sent by the applicant.

Complaints

CM-04-17 – Ken Aukschun – Petty Creek – Bridge Work (Geocode: 04219613301060000)

McBride told the board that she met with Aukschun on his property to discuss the bridge and location. She informed the board that he will submit an application to remove the existing bridge, modify it, and move it to a new location.

CM-05-17 – MPG Ranch – North Woodchuck Creek – Structure Demolition (Geocode: 04197627104070000)

The board reviewed photos taken by Bob Schroeder during the week of October 2, 2017. Schroeder reported that the creek and surrounding area are now clear of debris.

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Tim Hall moved to determine Complaint No. CM-05-17 resolved, as MPG Ranch removed the debris from within and around North Woodchuck Creek. Art Pencek seconded the motion, motion passed – unanimous.

CM-07-17 – Meredith Hampton – Clark Fork River – Vegetation Removal (Geocode: 04220026201020000)

McBride reviewed the complaint and said that city staff, led by Morgan Valliant of Missoula Parks and Recreation, can assist Hampton with the planting and charge her for their labor hours. McBride reported that she has been unable to reach Hampton via telephone, but will continue her efforts to make contact.

CM-09-17 – Dean Reese – Petty Creek – Non-Permitted Bridge (Geocode: 04219613401050000)

McBride showed the board images of the two bridges on the Reese property, taken during a September 27, 2017 site visit as well as an image taken during spring runoff. She spoke of her on-site discussion with Reese, which included the suggested removal of one bridge and the recommendation to increase freeboard on the other bridge. The board discussed high flow on Petty Creek, and recommended that Reese submit a 310 application that includes a plan for only one stream crossing and a design for footings and greater freeboard. The board anticipates review of this project at the November 13, 2017 district meeting.

CM-10-17 – Scott King – Petty Creek – Non-Permitted Bridge (Geocode: 04219613401040000)

McBride showed the board images of the bridge on Scott King's property, taken during the September 27, 2017 site visit. She spoke of her on-site discussion with King, which included recommended modifications to the bridge to increase freeboard. The board discussed high flow on Petty Creek, and recommended that King submit a 310 application that includes a plan for one stream crossing and a design for footings and greater freeboard. The board anticipates review of this project at the November 13, 2017 district meeting.

CM-11-17 – Joyce Robbins – Petty Creek – Non-Permitted Bridge (Geocode: 04219624101040000)

The board reviewed images of Joyce Robbins' bridge and a ford crossing, taken during the September 27, 2017 site visit. McBride discussed her on-site conversation with Robbins, such that financial and physical limitations exist. Robbins' family may be able to assist with the necessary modifications, but they live out of state and visit in the summer. The board asked that a project assistant is selected by the landowner and recommended that the contact submit a 310 application to remove or modify the stream crossings. The application should include a plan for only one crossing and must be submitted within one year. If Robbins would like to keep the bridge, the board recommends that footings and greater freeboard are included in the design.

310 Permit Follow-Ups

MS-19-15 – Double Arrow L.O.A. c/o Matt Anderson – Drew Creek – Culvert Replacement (Permit Expired: January 1, 2016; Geocode: 04254011403110000)

McBride reported that she visited the Drew Creek culvert site with the applicant and contractor. She said the pipe may have been countersunk when installed, but has since undergone extensive scouring. The applicant would like to build a small temporary rock diversion, fill the scour area with bentonite and gravel, and place large rocks around the culvert to armor it. The board agreed that a 310 application would need to be submitted for such work and suggested the use of angular rock for armoring.

310 Inquiries/Issues

McBride discussed recent and past correspondence with the contractor for Permit No. MS-30-16, the project to regrade and revegetate along the Clark Fork River following Complaint No. CM-06-16. McBride reported that she stressed the vegetation survival rates to the contractor, Lee Yelin, but that weeds have grown and spread in the project area. She discussed correspondence with the weed district, and the board discussed the need for the permit holder to fulfill the vegetation survival requirements specified in the permit. The permit required the applicant to

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replant native grasses, shrubs, and woody plants, and the applicant was to ensure that vegetation survival rates meet 75% after one year, and 50% after two years. Permit No. MS-30-16 expired September 12, 2017.

Other – No additional 310 inquiries or issues.

Reports

County Attorney – John Hart did not have a report for the district, but let the board know that he is unable to attend the November meeting.

Montana FWP – Ladd Knotek was absent, but McBride had two items to report from Knotek: Two Marshall Creek culverts were replaced and an inactive Grant Creek diversion dam near the airport was removed.

Bitter Root RC&D – No report.

MACD Dues Committee – No report.

District Committees – No report.

Missoula CD Employees and Big Sky Watershed Corps Member

Jen McBride – Resource Conservationist – September 12 – October 9, 2017*

310 Administration Reviewed 310 decision letters following the September District meeting. Corresponded regarding various 310 projects, inquiries, issues, and complaints including the Bitterroot River, the Blackfoot River, Carlton Creek, Rattlesnake Creek, Petty Creek, the Clark Fork River and Swamp Creek. Went on site and discussed the 310 law and the stream permitting application process with Petty Creek and Swamp Creek property owners. Attended 310 site inspections prior to the district meeting. Prepared 310 reports for the October meeting. Communicated with UM intern regarding mock up designs for possible future interactive map regarding 310 projects. Corresponded with Missoula County Attorney, Fish Wildlife & Parks, and other representatives regarding 310 projects and 310 inquiries, issues, complaints as needed. Walked the Clearwater River with Brendan Hallmark to obtain addresses of properties that need reminders of the riparian buffer. Provided photos to Monica and reviewed District Meeting PowerPoint.

Conservation Planning: Met with and corresponded with the Weed District regarding selection of incoming BSWC member. Discussed possible opportunities for federal assistance for conservation work following fires with NRCS and FSA personnel. Joined a NRCS and Forest Service meeting to address response to fires and responded to request for Missoula CD to send a post card. Drafted postcard language to inform landowners of possible assistance. Answered questions regarding Missoula CD grant programs as needed. Worked with Brendan Hallmark to review the printing proof of the Healthy Riparian Guide. Reviewed and discussed the Guide to Stream Crossings booklet progress with Hallmark. Conducted two pre-site visits for Cost-Share applicants. Checked in with Monica Perez-Watkins as needed regarding upcoming District events including the Western Montana Grazing and Agriculture Conference, the Low Stress Stockmanship Workshop and the MACD Area V meeting. Attended the Area V meeting, provided support as needed and offered a verbal report on Missoula CD activities. Continued correspondence regarding a cost-share thinning project up Ninemile Creek.

Office Administration: Followed up and corresponded with contacts as needed following the last District meeting. Met with Perez-Watkins and Hallmark regarding weekly accomplishments, priorities and plans for coming weeks. Worked on reports and office function as time allowed. Compiled a brief report regarding mill levies for the board. Worked with the county attorney's office on office management, contracts, letters, and 310 administration as needed. Worked with Perez-Watkins on District meeting preparations.

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Professional Development: Continued work in Intro to GIS & Cartography course

*Vacation: September 19-22nd

Monica Perez-Watkins – Conservation & Communications Coordinator – Sept. 12 - Oct. 9, 2017

General Coordination: Scanned and made copies of new 310 applications; sent to FWP. Scheduled site inspections with 5 permit applicants, board, and agency rep; create directions/map sheet. Prepared 310 forms for site inspections and meeting. Write weekly list of tasks completed and ongoing and submit to McBride. Met weekly with McBride and Hallmark to discuss tasks completed, tasks ongoing, and meeting items.

Communications and Outreach: Drafted 310 decision/follow-up letters (MS-19-17, MS-20-17) following September 11, 2017 meeting; emailed to FWP. Posted approved August 14, 2017 meeting minutes on website and sent to county. Drafted September 11, 2017 meeting minutes and October 9, 2017 agenda. Posted agenda in office and on website; sent to agency reps and county. Sent pre-meeting packets to board. Created meeting PowerPoint and meeting packets for board. Compiled correspondence. Assisted callers and walk-ins regarding 310 law, application, process, complaints, cost-share program, and no-till drill rental. Noted 310 calls and inquiries in shared spreadsheet as needed. Directed inquiries on issues outside of CD realm to appropriate agencies. Forwarded various emails of potential interest to board and applicable items to applicable committees. Reviewed county emails for relevancy. Minor website pages/posts updates, add grants information to announcements webpage, add additional application due dates to website calendar through 2018. Make post-fire response postcard, delete contact list duplicates, request cost estimates from UM and AlphaGraphics. Various additional correspondence with AlphaGraphics. Contacted listening session raffle winners, purchased prizes, and mailed. Review long range plan survey responses, began compiling data. Attend 'Communications Roundtable' discussion on a local nonprofit's rebranding.

Livestock workshop: Track registrants. Various correspondence with other CDs and NRCS; sent outreach email to area groups and contacts. Ordered food, portapotty, and *Pathfinder* ad. Prep and host workshop with Bitterroot CD. Transferred photos to computer. Update website following workshop. Updated final registration income, updated expenses, compiled receipts, and wrote and submitted grant report with expenses/receipts. Calculated reimbursement amounts with grant/registration income. Numerous calls and correspondence with Bitterroot and Deer Lodge Valley CDs. Submitted receipt to Lake Co. CD for BSWCM registration.

Area V meeting: Hotel and park correspondence, track registrations. Obtained park permit. Wrote area report. Prep and host meeting. Updated final registration income; corresponded with hotel on final invoice. Unpublished Area V webpage from website.

Grants: Track grants: Submitted DNRC Education Mini Grant (Project Night Flight) and prepared check for grant reimbursement. Sent grant payouts (The Flagship Program and TU/RPG-01-17). Sent RPG-03-17 application to grants committee.

Financial Management: Sent signed claims to county; entered claims and checks into QuickBooks Online (QBO). Updated supervisor hours/mileage as needed. Updated itemized purchases from petty checking and checking account in QBO. Reconciled bank statements and D.A. Davidson change in investment value in QBO. Prepared claims to be signed at meeting. Calls and correspondence with county and PitneyBowes regarding unreceived payments. Deposit event registration cash/checks, document request check, and redeposit petty cash. Updated FY18 budget to October 2, 2017 and added actual FY17 expenses/income (awaiting May and June county reports).

Administrative Duties: Maintained and updated 310 master lists. Prepared/restored conference room for meeting. Transcribed 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 walk-ins as needed. Inquire about card cancellation, prepare cancellation letter for chair to sign. Ran errands to Murdoch's, bank, post office. Updated office labor law poster.

Brendan Hallmark – Big Sky Watershed Corps Member – September 12, 2017 – October 9, 2017*

Watershed Education and Outreach: Reviewed and edited the *Heathy Riparian Buffer Guide* proof returned from AlphaGraphics. The publication of the riparian guide is very close but the District will need at least on more proof to ensure the final product is free from mistakes. Continued to edit and revise Guide to Stream Crossing, working

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toward a final version that can be used by landowners. Assisted NRCS and FSA with geospatial data collection from Missoula area fires. Supplied support and spatial files to assist area assessments and targeted federal funding outreach.

District Business Assistance: Met with McBride and Perez-Watkins weekly about district business, individual requirements, and daily tasks. Accompanied McBride on 310 complaint inquires in the Petty Creek drainage. Assisted McBride with 310 site visits to provide guidance and natural resource expertise to landowners. Collected all grant applications and prioritized them by site accessibility and location. Communicated with McBride about cost-share site visits and scheduled pre-funding project assessments with grant applicants. Assisted Perez-Watkins with Low-Stress Livestock Handling Workshop. Provided assistance with lunch arrangements and post-event cleanup. Provided support at the Area V Conservation District Meeting by aiding with event setup, check-in, and cleanup. Completed all required grant reporting to the Big Sky Watershed Corps Program Manager.

Professional Development: Completed two days assisting the USFS out of Fort Missoula. Provided support by helping collect stream data on Gilbert Creek and Fire Creek. Learned how to collect stream cross-section data by using a laser level and a stage rod. Assisted with site setup and helped collect stream flow measurements. Accompanied Missoula County Weed District on a site assessment where the Weed District Manager provided the landowner with a remediation plan. Provided insight about Big Sky Watershed Corps to the Weed District to help prepare for next year's partnership and sharing a BSWC member with the District.

*Vacation: September 12 – September 15

Other – No additional reports.

New Business

Correspondence – Monica Perez-Watkins handed the board a thank you letter from The Flagship Program for district sponsorship of the recently disbursed DNRC Education Mini Grant. She also handed the board a National Association of Conservation Districts (NACD) membership invoice. Supervisors who attended the Area V meeting stated that a NACD representative attended.

November Meeting Date – The regularly scheduled date of the November meeting, November 13, is the day before the Montana Association of Conservation Districts (MACD) Convention, which may place time constraints on staff. The board determined the November meeting date will be held on the regularly scheduled date, Monday, November 13, 2017. Only one staff will attend the convention.

Other – McBride reported on her research into the district tax mill levy. She used PowerPoint to assist in a discussion of section 15-10-420 of Montana Code Annotated, taxable value information, Department of Revenue (DOR) calculation forms, and tax increment financing districts. McBride engaged in correspondence throughout her research with the county chief financial officer (CFO), Montana Association of Counties (MACo), MACD, and the DNRC Conservation Districts Bureau chief. Through research and with the assistance of the county CFO and MACo, she came to determine the district's adjusted FY 2018 mill of 1.57. The district will continue to work with the county and DOR to ensure that the correct parcels are taxed and that the received values are accurate, since it was discovered that some parcels were erroneously taxed and some that should have been taxed were not.

The Board of Supervisors discussed the adjusted mill levy and estimated that other Montana conservation districts may be receiving similarly miscalculated mill levies. The board agreed that a tax expert should discuss mill levies at the upcoming MACD Convention, and if such an expert is not available, McBride should present on her findings with the assistance of the DNRC Conservation Districts Bureau chief and a lawyer present.

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Old Business

Watershed Education Network – WEN Executive Director Deb Fassnacht presented to the board and asked for continued funding at the previous September 11, 2017 meeting. Bob Schroeder asked Fassnacht the percentage of WEN's funding derived from non-governmental organizations (NGOs). She listed some large NGO donors, such as the WestSlope Chapter of Trout Unlimited and Windermere Real Estate, but did not know the exact percentage. She will find the amount and contact the district with the percentage.

Fassnacht spoke of WEN's weekend stream team, a group of volunteer citizen scientists who provide outreach and science education to passersby on a particular stream.

Bob Schroeder moved to approve \$5,000.00 in general funding support to WEN. Art Pencek seconded the motion, motion passed – unanimous.

Conservation District and DNRC Hosted Supervisor Summit - Great Falls, Tues.-Wed., Oct. 31 – Nov. 1 Libby Maclay and McBride will attend the Supervisor Summit. The board discussed potential representation at the meeting and the apparent lack of MACD involvement.

Website – Perez-Watkins is continuing to collect biographies from the Board of Supervisors for the district website. Supervisors will review a draft webpage prior to its publication.

Equipment Program – Brendan Hallmark reported on his visit to the no-till drill host site, Larry's Tractors, Trailers, and More, and conversation with the manufacturer. He and the board discussed potential modifications, including adding a swivel hitch, widening the beavertail on the trailer, and reversing the wheels on the drill. The Board decided to have all things metal do the work on the drill and trailer to move the drill wheel in, move the blocks on the trailer forward, and extend the sides of the beaver tail.

Long Range Plan & Community Meetings – Perez-Watkins informed the board that a summary report of the listening sessions survey responses was in their packet. The survey was open to the county residents on the district's website from April 19 – August 10, 2017, and a total of 73 responses were collected (since the survey was open on the website, the general public could participate and at least two renters responded). The report included graphs, tables, percentages, and general comments. Water quantity/quality and forest health were ranked the top two natural resource concerns, followed by adaptation to climate change and healthy stream corridors. Bob Schroeder commented on the percentage of responders who did not know of Missoula Conservation District prior to learning of the listening sessions, 29.17%.

The board discussed the next steps and how to incorporate the information into the district's next long range plan. The long range plan committee, Tim Hall and Travis Greenwalt, will begin with a review of the previous plan.

Grant Programs

Cost-Share – McBride reported that the district received 21 applications and Hallmark is scheduling site visits.

Riparian Planting Mini Grant – Perez-Watkins reviewed Riparian Planting Mini-Grant Application No. 03-17 for riparian planting along John Creek on a property affected by the Lolo Peak Fire. McBride said she has been to the site and discussed it further. The board discussed potential planting scenarios and grass seeding. The board recommended the applicant seed with a native grass seed mix, instead of planting shrubs, as requested in the application in addition to grass seed.

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Tim Hall moved to approve up to \$500.00 for the reimbursement cost of native riparian species for applicant Kim Granger, RPG-03-17, with the recommendation of seeding with a native grass mix. Art Pencek seconded the motion, motion passed – unanimous.

Other – No additional old business.

Upcoming Events

Area V Stockmanship Workshop – Tuesday, September 19, 2017 (September 18 in Charlo, September 20 in Gold Creek) – Perez-Watkins reported that 21 people attended the workshop cohosted with Bitterroot Conservation District and discussed outreach efforts. Both districts will receive a \$32.00 profit from registration income once reimbursements through a range health grant and registration income are disbursed to each district.

Area V Meeting – Tuesday, September 26, 2017 – Perez-Watkins reported that 50 people attended the meeting, and 24 attended the park tour at Milltown State Park overlook. Several supervisors attended the Area V meeting with staff, including Tim Hall. Hall discussed a MACD Board decision to allow all Montana conservation districts, regardless of status of dues payments, to vote at the November convention, since such proposed bylaw changes will be up for a vote.

MACD Convention – Hosted by Gallatin CD in Bozeman, Tuesday through Thursday, November 14-16, 2017 – One district staff will attend, Hallmark will attend with the Big Sky Watershed Corps, and Bob Schroeder will attend, though he is awaiting for an announcement of the Resource Conservation Advisory Council meeting date.

The board agreed to donate \$50.00 for an Area V MACD live auction item, which will help fund MACD legislative lobbying. Lincoln and Flathead Conservation Districts administrators will purchase camping supplies for the auction prize. The board also agreed to donate \$50.00 for an Area V MACD Employee Organization (MACDEO) silent auction item, which will fund the employee organization’s administrator trainings and scholarships. The Lake County Conservation Coordinator will coordinate the purchases and collection of items, which will include two state university football team bags, wine, and team t-shirts.

Perez-Watkins told the board that a MACDEO administrator asked all state district staff to submit a photo of their supervisors dressed in or holding sports memorabilia, to be used in a MACDEO event during MACD Convention. The supervisors declined to have their photo taken, but took a photo of a football wearing a Montana State University (MSU) College of Agriculture ball cap atop a MSU jacket.

Western Montana Grazing and Agriculture Conference – Thursday through Friday, January 25-26, 2018 – Staff did not have additional information to report.

Other

Payment of Bills – Tim Hall moved to pay the bills. Bob Schroeder seconded the motion, motion passed – unanimous.

Warrants:

Verizon – District cell phone

Ck # 2364

\$ 69.11

First Interstate Bank – District vehicle gas card

Ck # 2365

\$ 83.30

Charter Spectrum – Internet

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Ck # 2366	\$ 60.90
Pitney Bowes – Postal machine leasing charges	
Ck # 2367	\$ 139.65
AlphaGraphics – Postcard printing (130 count)	
Ck # 2368	\$ 49.12
DoubleTree – Area 5 host site	
Ck # 2369	\$ 1,892.40
Monica Perez-Watkins – Staff mileage + office supply reimbursement	
Ck # 2370	\$ 23.11
Brendan Hallmark – BSWCM mileage reimbursement	
Ck # 2371	\$ 44.73

Total: \$ 2,358.15

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

Adjournment – Tim Hall moved to adjourn the meeting. Bob Schroeder seconded the motion - motion passed, unanimous. The meeting adjourned at 9:39 pm.

The next meeting of Missoula Conservation District will be held on November 13, 2017, at 7:00 p.m. in the Missoula Conservation District conference room, 3550 Mullan Road, Suite 106, Missoula, Montana 59808.