

Missoula Conservation District
April 10, 2023 at 7:00 p.m.
3550 Mullan Rd, Ste 106, Missoula, MT 59808 – with virtual option

Missoula Conservation District Attendees: Tim Hall (Chair), Libby Maclay (Vice-Chair), Travis Greenwalt (Treasurer), Paul Parson* (Supervisor), Art Pencek (Supervisor), Robert Schroeder (Supervisor), Bart Morris* (Associate Supervisor), Radley Watkins (Staff), Bryan Vogt (Staff), Sonja Skovlin (Staff), Julia Drennan (BSWC Member)

Additional Attendees: John Hart (Senior Deputy County Attorney), Travis Lemke* (NRCS Supervisory District Conservationist), Ladd Knotek (MT FWP), Matt Heibel (Missoula County Floodplain Administrator), Karen Hughes (Missoula County PDS Director), Andrew Hagemeyer (PDS Senior Planner), Nels Larson (Public), Jeff Koch* (APO-01-23), Cliff Larson (MS-03-23), Trish Larson (MS-03-23), Matt Ulberg (MS-03-23), Christopher Dufala* (MS-10-23), Allison Artman* (MS-10-23), Marias Hale* (MS-10-23), Steven Kloetzel (MS-07-23)

*Denotes virtual participation via Zoom

Absent: Sidney Wills (Supervisor), Josh Schroeder (Associate Supervisor)

Call Meeting to Order – 7:04 pm by Tim Hall

Minutes – Robert Schroeder moved to approve the March 13, 2023 Board Meeting minutes as presented. Libby Maclay seconded the motion. The vote was unanimous in favor, and the motion carried.

Treasurer’s Report – Travis Greenwalt presented the following account balances from the District’s QuickBooks Balance Sheet dated April 7, 2023 included in the Supervisors’ meeting packets. Also included was the year-to-date Profit and Loss report dated April 7, 2023.

First Security Bank – Checking	\$11,279.89
First Security Bank – Petty Checking	\$1,761.96
First Security Bank – Savings	\$95,454.54
DADCO Savings	\$197,528.11
Tax Mill Levy Account at County	\$402,994.61
Total Bank Accounts	\$709,019.11

Public Comment – Nels Larson reported that he completed half of his project under MS-04-23, prior to high water. He will resume the project during low water and will apply for an extension if needed.

NRCS Report – Travis Lemke, Supervisory District Conservationist, reported that staff is working on pre-approvals for the EQIP program, focusing on getting contracts written, and obligating funds for FY 2023. NRCS staff will then start working on new applications for FY 2024. Most applications under existing TIPs have been pre-approved, along with statewide initiatives for which local producers are eligible.

Planning, Development, and Sustainability Floodplain and Riparian Zoning - Matt Heimel, Andrew Hagemeyer, and Karen Hughes, all from Missoula County Department of Planning, Development, and Sustainability (PDS), introduced themselves. They provided an overview of the current floodplain and riparian resource protection standards within the new Missoula County Zoning Regulations that became effective July 1, 2022. The new zoning regulations were adopted following extensive public outreach conducted in 2019. From several thousand responses, PDS determined that maintaining wildlife habitat and water quality were important factors when developing the new regulations. FWP had stressed the importance of maintaining wildlife permeability through urban areas, mostly through riparian corridors.

PDS anticipated that modifications to the zoning regulations would be needed, and this continues to become apparent with specific issues that come up. PDS is currently working on amendments to the riparian resource protection portion of new zoning regulations. They also stated that there is appeal process, using a site by site, development by development approach. The waiver process covered in Chapter 11 of the zoning regulations. The Board asked if PDS would provide a variance if the Board approved a 310 Permit that is in conflict with the new zoning regulations. Hughes clarified that the County Board of Adjustments considers variances and not PDS.

The Board discussed whether citizens should come to PDS or the Conservation District first on any project that may require a variance. Members of the public expressed concerns regarding how to navigate the process between PDS and the CD. The Board recommended that any project within the jurisdiction of the new County Zoning Regulations should be reviewed by PDS first rather than having the District approve a 310 Permit that may ultimately need to be modified to fall in line with the zoning ordinance. Watkins discussed sending all 310 Permits to the County Floodplain Administrator so that he is aware of all District permits in a similar manner to how the District is informed of all FWP administered 124 Permits.

310 Emergency Notices – None

Existing 310 Permits

MS-07-18 – Threshold Contracting – Rattlesnake Creek – Vegetation Removal, Tree Removal, Building in Riparian Zone

Geocode: 04-2200-11-2-05-08-0000

Watkins stated there was nothing new to report. Hall stated it appears that the property has recently sold due to increased activities taking place at the residence.

APO Applications

APO-01-23 – Big Flat Irrigation District c/o Jeff Koch – Bitterroot River – Trash Screen

Geocode: 04-2092-4-01-06-0000

Watkins presented site location slides, site inspection photos, the annual plan of operations (APO), and typical designs of the proposed floating screen included with the application. The site inspection was conducted on April 3, 2023 with Greenwalt, Knotek, Koch, and Watkins attending. Koch explained the need for the screen to keep debris out of the headgate and clarified the size of pilons and their placement depth on the banks of the irrigation canal. Knotek encouraged the setback of anchoring blocks and

placement of screen to be at least 25 feet from the ordinary high water (OHW) level of the Bitterroot River. Knotek also stated he would be providing a 318 Authorization for the project. Koch addressed the question of whether debris caught in the screen can be cleared from the banks, stating that an excavator will be able to reach accumulations of trash without entering the stream.

Robert Schroeder moved to consider Application APO-01-23 a project for consideration under the 310 Law, to approve the project with modifications incorporating recommendations from team member reports, and to waive the 15-day waiting period after the Board's decision. Art Pencek seconded the motion. The vote was unanimous in favor, and the motion carried.

- To protect the riparian buffer, the anchor-block infrastructure shall be placed 25 vertical-feet from the ordinary high-water mark of the Bitterroot River.

310 Permit Applications

MS-03-23 – Cliff and Trish Larsen – LaValle Creek – Culvert and Road Installation

Geocode: 04-2325-24-2-01-01-0000

Watkins displayed site location slides, photos from the April 3, 2023 site inspection, and newly submitted design plans that included options for either a culvert or bridge. Matt Uhlberg, the Larsen's consultant, provided plans for both options following discussion of the ecological benefits of a bridge rather than a culvert as the application was originally submitted. Uhlberg stated that his clients understand that LaValle Creek is a fish recovery stream and want to be sensitive to this matter. However, it has been difficult to estimate the price of a bridge because no one seems to have bridge materials available as Forest Service contracts are using much of them. The culvert is designed to USFS standards with materials that could be obtained within a month. The Board stated they would review this as installation of a culvert given these considerations. Greenwalt and Knotek reviewed their team member reports that stated the site selected was suitable for a stream crossing with the bridge as preferred alternative, but that the culvert designs were also very sufficient given the constraints of obtaining bridge materials. In response to a question regarding the County's Riparian Resource Protection Zoning Regulations, Heibel stated that it would be appropriate for the applicants to schedule an appointment with the Planning, Development, and Sustainability Department for a thorough discussion.

Art Pencek moved to approve Application No. MS-03-23 as presented for a culvert crossing and to waive the 15-day waiting period after the Board's decision. Travis Greenwalt seconded the motion. The vote was unanimous in favor, and the motion carried.

MS-06-23 – Erck Hotels – Grant Creek – Hotel Construction

Geocode: 04-2200-05-3-01-09-0000

Watkins reviewed site plans and presented a newly submitted site revegetation plan from Mike Day with WGM Group. The written riparian plan includes the requirement that the applicant work on an annual basis with Conservation District, Weed District, and possibly a community group on weed control. The Board stated this requirement for annual involvement from the Conservation District on weed control should be removed but that the CD's survivability criteria be required on all the new plantings. No action was taken by the Board as the applicant needs to update their 310 Application based on this new material they submitted.

MS-07-23 – The Nature Conservancy c/o Steve Kloetzel – Wildhorse Creek – Beaver Dam Analogues
Geocode: 04-2329-06-1-01-01-0000

Watkins reported that a site inspection will occur after the snow melts. The Board took no action.

MS-08-23 – Missoula Electric Coop c/o George Porter obo Loren Bates – Clark Creek – Utility Boring
Geocode: 04-2090-21-2-01-01-0000

Watkins presented site location slides and designs submitted with the application. A site visit was not conducted as per previous board direction on utility boring applications.

Art Pencek moved to consider Application No. MS-08-23 a project for consideration under the 310 Law, to approve the project as proposed, and to waive the 15-day waiting period after the Board's decision. Travis Greenwalt seconded the motion. The vote was unanimous in favor, and the motion carried.

MS-09-23 – Missoula Electric Coop c/o George Porter obo Roland Palmer – Cramer Creek – Utility Boring
Geocode: 04-5037-02-1-01-05-0000

Watkins presented site location slides and designs submitted with the application. A site visit was not conducted as per previous board direction on utility boring applications.

Art Pencek moved to consider Application No. MS-09-23 a project for consideration under the 310 Law, to approve the project as proposed, and to waive the 15-day waiting period after the Board's decision. Robert Schroeder seconded the motion. The vote was unanimous in favor, and the motion carried.

MS-10-23 – Eli & Associates c/o Marias Hale obo Christopher Dufala – Marshall Creek and Clark Fork River – House and Shop Construction
Geocode: 04-2201-18-2-02-03-0000

Watkins presented slides of the site location and the applicant's request to obtain a professional review from the Conservation District due to discrepancies between online mapping tools, site conditions, and the riparian resource buffer within the new Missoula County Zoning Regulations. This application is simply for a determination of where the riparian zone ends for the purpose of development planning and/or limitations. The Board discussed that any potential project in the County's new Riparian Resource Protection area should go through the PDS department first to ensure that they will approve it before it comes before to the District for 310 Permit consideration.

Travis Greenwalt moved to declare Application No. MS-10-23 Not a Project for consideration under the 310 Law. Robert Schroeder seconded the motion. The vote was unanimous in favor, and the motion carried.

310 Complaints

CM-11-22 – Jack Hamilton – Morrell Creek – Vegetation Removal

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Geocode: 04-2540-14-2-02-17-0000

Watkins stated there was nothing new to report as a site inspection still needs to be conducted.

Existing Violations

CM-02-21 (Re: MS-33-21, Denied) – Todd & Lisa Bender – Cooney Creek – Channel/Bank Restoration
Geocode: 04-2992-06-2-01-15-0000

Watkins stated there was nothing new to report.

CM-03-22 (Re: MS-22-22) – Justin Turley – Lolo Creek – Vegetation Removal
Geocode: 04-2092-35-3-02-05-0000

Watkins stated there was nothing new to report but that the expiration date to complete the project under Permit No. MS-22-22 so that the violation is resolved is drawing near.

CM-08-22 (Re: MS-44-22) – Henry Wheeler – Grant Creek – Damming/Concrete/Operating Machinery in Stream
Geocode: 04-2326-32-3-09-01-0000

Watkins presented slides from an April 6, 2023 site visit conducted with Drennan. He also showed a video of current site conditions. The Board directed staff to conduct another site inspection following high flows to determine if additional work is needed.

CM-10-22 – John Gardner – Grant Creek – Vegetation Removal
Geocode: 04-2326-10-3-03-01-0000

The Board directed staff to conduct a site visit this summer to ensure that no mowing is occurring.

310 Inquiries & Issues

Watkins reported that there is a house set to be demolished near the Ninemile turnoff that includes several trees to be cut down close to the riparian area. He advised the landowners to submit a 310 Permit application for the work. The Board expressed support of this recommendation.

Reports

County Attorney Report – John Hart clarified that members of Board of Adjustments are appointed by the Board of County Commissioners.

Montana FWP – Ladd Knotek discussed a section of Grant Creek between the interstate and Expressway that is aggrading aggressively and stated there will likely be a 310 Permit or a 124 Permit needed to address the filling in sediment under the Expressway bridge. Hart reported on a call he received from a Deputy County Attorney stating someone called them claiming that the County Road Department needs to address the clearing of debris around this bridge. Hart discussed a provision in a 1990 rule in which property owners

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are responsible for cleaning out debris and stated that the County Public Works Department was not going to go in and proactively clear the bridge.

DNRC Conservation District Bureau – Hailey Graf’s written report included in meeting packets for review.

Bitter Root RC&D – Maclay stated she had nothing new to report.

Dept. of Ecology and Extension/Weed District/New Building – Watkins reported that MCDEE may be in the process of updating the Good Neighbor Handbook.

Watershed Groups – Watkins reported the Rattlesnake Creek Watershed Group has been hosting monthly speakers. Knotek will be speaking on April 25th from 5-7 pm on the aquatic resources of Rattlesnake Creek.

Planning Board Update – Josh Schroeder was absent. No report was provided.

Water Quality District – Hall briefly reported that the WQ District had successfully pressured the EPA to establish more sampling sites at the former Smurfit-Stone Mill site.

District Committees – Watkins stated that Skovlin’s 3-month employee review will be conducted on April 17th. Maclay will participate on behalf of the Personnel Committee. Greenwalt reported that the Budget Committee met on April 4th with the DA Davidson representative, who commented that the T-bill ladder investment option does not fit with the CD’s long-term investment strategy. Greenwalt researched provisions of Montana law (MCA) that specify how CDs may invest funds and concluded that there are no constraints for how the CD’s money is invested. The Budget Committee will meet again soon to review options for revising the District’s investment strategy to allow for investing in T-bills.

Missoula CD Employees – Written reports were included in the Supervisors’ packets. As recommended by Personnel Committee, the Board agreed to change Watkins’ job title from Resource Conservationist to Executive Director. Watkins reported that his duties and responsibilities aligned more closely with those articulated in Executive Director job descriptions within other similar organizations.

Missoula CD Employee Reports: March, 14, 2023 – April 10, 2023

Julia Drennan – Big Sky Watershed Corps (BSWC) Member

Quarter 1: January-March 2023

Office Administration:

- Answered 3 phone calls regarding questions about 310 permits and directed callers to Watkins or appropriate CD
- Discussed website design with Skovlin, Watkins, and Vogt
- Input 10 310 permits into Gilly
- Assisted Watkins and Vogt with 310 permit filing
- Met with Eric Rannestad from MACD with Watkins to discuss website design
- Reviewed Montana Stream Permitting guide by DNRC and other support documents

Program Assistance:

- Attended local working group meeting in January with Watkins and Vogt
- Attended monthly board of supervisors meeting in January
- Attended meeting with Watkins and irrigator about 310 inquiry
- Met with Watkins to create workplan
- Went on 1 site visit with Watkins in January
- Attended Grant Creek Working Group meeting with Watkins in January
- Went on 2 site visits with Watkins in February
- Attended monthly board of supervisors meeting in February
- Attended Grant Creek Working Group meeting with Watkins in February
- Attended Area 5 EO and pollinator training with Watkins and Skovlin
- Went on 1 site visit with Watkins in February
- Met with Rattlesnake Creek Watershed Group with Watkins
- Created 2022 Year-at-a-glance pamphlet
- Attended 2023 Western AIS short course and tabled with Watkins
- Attended monthly board of supervisors meeting in March
- Met with Watkins to reevaluate and change workplan tasks
- Drafted and sent press release for mini grant applications with assistance from Vogt and Watkins
- Created mailing list for Miller Creek residents
- Created mailing list for Pattee Creek residents
- Created mailing list for Petty Creek residents
- Created 8 instagram posts
- Wrote and submitted Montana Watershed Coordination Council non-point source pollution grant application for work on Pattee Creek

BSWC Programming/Events:

- Attended Orientation in Bozeman in January
- Attended Education and Outreach training in Bozeman in February
- Attended AIS training and ServeMontana Americorps Symposium in Helena in March
- Attended monthly member zoom calls (3) January-March
- Had 3 phone check-ins with team leader
- Submitted January monthly bundle
- Submitted February monthly bundle
- Submitted March monthly bundle
- Participated in Coursera GIS course
- Submitted biweekly timesheets
- Submitted Quarter 1 report

Sonja Skovlin, Outreach and Office Coordinator

Office Operations:

- Checked District's general email and QuickBooks accounts daily; received/distributed agency mail daily
- With guidance from Vogt and Watkins,
 - Prepared agenda, minutes, and financial report for monthly meeting packet
 - Sent agenda to the county for public posting; sent agenda, draft minutes, and Supervisor packets to Supervisors; sent agenda, February approved minutes, and March draft minutes to partners; posted agenda & approved minutes on the CD website; sent Zoom links to Supervisors, partners, and applicants/invitees
 - Put together meeting packets for monthly Board meeting
 - Set up conference room for meeting

- Organized files on laptop and on desk

- Answered then transferred several 310 inquiry calls to Watkins, and no-till drill inquiry calls to Vogt

Stream Permit Processing:

- Processed four new 310 Permit Applications and one APO
- Assisted with 310 Permit letters

Bookkeeping/Accounting

- With guidance from Vogt:
 - Reconciled First Security Bank accounts (3) and DA Davidson account in QuickBooks.
 - Prepared monthly claims and updated quarterly Supervisors' reimbursement claims
 - Fielded inquiries with Supervisors

Special Assignments:

- Participating in virtual DNRC CDB 310 Trainings twice/week during month of April, presented by Hailey Graf, CD Specialist and Stream Permitting Coordinator
- Coordinating Pollinator Plug Delivery with Heidi Fleury and sales of plug sets/MUD Earth Day table 7 days Vacation, pre-arranged.

Bryan Vogt - Program Specialist

Office Administration:

- Assisted in facilitating and taking notes at the March 13th Board meeting (in-person & virtual)
- Edited minutes prepared by Skovlin from the March 13th Board meeting
- Continued onboarding training and guidance for Skovlin, as needed

Program Assistance:

- Reviewed/edited BSWC Drennan's grant proposal to support a Pattee Creek Phase II project
- Montana Native Seed Network (MTNSN):
 - Developed draft MOU and Cooperative Agreement for DNRC consideration
 - Correspondence with M. Butts on program management and scheduling
- Grants Program:
 - ECS-02-22 Missoula Bear Smart: Correspondence with recipient
 - CEEdMG-01-22 Carver Butterfield: Reissued lost award check; stop payment on prior check
 - CEEdMG-01-23 Deidre Black: Received/reviewed final report & expense verification from recipient
 - CEG-01-22 Frey Grant Creek Riparian Fencing: Correspondence with recipient and project partners

- 23G-22-3705 Clearwater High Priority Water Quality Monitoring:
 - Review of documents in preparation for reporting and reimbursement request
 - Correspondence with CRC and FLBS regarding invoicing for water sample analysis
- 23G-22-3734 Local TIP Support & Area 5 Training:
 - Correspondence with Oxbow Cattle Co. and Clark Fork Coalition regarding status of water rights transfers required for new irrigation system
- Review of new funding requests:
 - Envirothon Teams travel support for lodging
 - FWP Partnership funding request
 - MCDEE Partnership funding request
- Correspondence with Grants Committee regarding new funding requests
- PL566 – Middle Clark Fork Corridor Project:
 - Reviewed draft of preferred alternatives to include in the Preliminary Investigation Feasibility Report (PIFR) that was prepared by Farmers Conservation Alliance (FCA)
 - Coordinated with Watkins and FCA to select date for review of draft PIFR project alternatives

Technical Assignments:

- Begin 2023 No-Till Drill rental season:
 - Handled 10 drill rental inquiries and 8 reservations
 - Brought no-till out of winter storage at fairground and transported back to office
 - Performed minor repairs/maintenance on drill and trailer
 - Update Equipment Rental website
- Assisted one landowner with questions regarding smooth brome control

Communication and Outreach:

- With Watkins, met with MCDEE staff to discuss education partnering opportunity and funding request from Weed District staff
 - Provided native tree sources information to Bitterroot CD staff
- 2 days Vacation Leave; 1.5 days Sick Leave*

Radley Watkins - Resource Conservationist

Office Administration:

- Coordinated the March District Board meeting
- Reviewed/edited/approved draft March meeting minutes
- Approved and submitted staff timesheets to County payroll and entered payroll in Quick Books
- Conducted weekly staff meetings, and updated Chairman Hall
- With staff, drafted and approved agenda for April 10, 2022, District meeting
- With Vogt continued training for Skovlin, Outreach and Office Coordinator
- Created Zoom Link for March Supervisor meeting and past to Vogt
- Reviewed and edited the draft minutes from the March 13, 2023 Board meeting
- Wrote Chairman update for April meeting
- Reviewed Vogt's, Drennan's and Skovlin's work, including Employee Report, Invitee List, Upcoming Events, and more

- Edited drafted MCD's Strategic Management Plan
- Wrote letter of support for Montana Association of Conservation Districts to support a proposed funding bill for conservation districts
- Wrote a letter of support for a grant on behalf of Trout Unlimited for Ninemile restoration work
- Continued discussion with Missoula Co. IT Dept. regarding migration to the county computer system
- Participated in Big Sky Watershed supervisor check in monthly Zoom call
- Worked on 2023 MCD workplan

310 Law Administration:

- Followed up on 310 actions taken at March District Board meeting by writing and sending letters
- Reviewed and processed three (3) new 310 application
- Conducted one (1) site visit with Drennan
- Conducted two (3) site inspections with Greenwalt and Knotek
- Communicated with several past 310 permit recipients to discuss project updates
- Communicated with Highlander Brewery and Clark Fork Coalition regarding implantation of Grant Creek restoration project
- Tried to help Kim Bobber submit her application, but remains incomplete
- Had discussion with Gilly representative about implementing Gilly and the long-term feasibility of the software
- Discussed MCD's case on LaValle Creek with Attorney Hart
- Participating in virtual DNRC CDB 310 Trainings with Hailey Graf, CD Specialist and Stream Permitting Coordinator

Program Management:

- Worked with Drennan who crafted MCD's year (22) at-a-glance handout
- Reviewed and discussed new MCD grant applications with Vogt
- With Vogt and Drennan attended Segment 4 Grant Creek Working Group subcommittee
- Attended Grant Creek Working Group meeting with Drennan and Vogt, and presented to the group
- Conducted a staff website review meeting
- With Drennan met with Eric Rannestad, Communications Specialist for MACD to discuss website updates
- Reviewed alternatives from the Farmers Conservation Alliance on selecting project alternatives for the PL566 Preliminary Investigation Feasibility Report (PIFR) – Middle Clark Fork Corridor Project
- Reviewed MOU for Montana Native Seed Network (MTNSN)
- Worked on writing up Local Working Group Meeting notes
- Correspondence with Mr. Hansel at Big Sky HS regarding Envirothon teams needs
- Visited Grass Valley Farms to meet with Cory Miller and discuss Western Sustainable Agriculture Research and Education grant
- Visited Alton Helms ranch to assist with wildlife enhancement recommendations
- Set meeting with CFAC to discuss NRCS Conservation Innovation Grants opportunities
- Forwarded Chairman Hall's USDA Announcement regarding Cooperative Agreements for Compost and Food Waste Reduction to City Wastewater
- With NRCS partners attended community agriculture working group at Turner Farms

- Helped City Stormwater conduct riparian assessment on Pattee Creek prior to dredging work
- Met with Lake County CD Resource Conservationist to receive 2023 pollinator seed and Bitterroot CD Resource Conservationist to handoff 2023 pollinator seed to them
- Attended Bear Smart Work Group meeting to discuss outreach opportunities and needs
- Met with walk-in citizen to give them pollinator seed and discuss smooth brome management
- Corresponded with Western Grazing and Agriculture conference committee to discuss 2024 conference
- Worked with Skovlin and staff to prepare for Earth Day 2023
- Attended MACD Outreach Work Group meeting and assigned Skovlin representation duties for the future
- With Vogt met with MCDEE representatives to discuss CD support funding and future partnership opportunities
- Represented MCD at Rural Land Managers MOU group
- Met with CAPS Development and Sustainability Director, Hughes, Karen to discuss new riparian zoning regulations and inter-agency cooperation.
- Met with DNRC Trust Lands Program Manager, Sierra Farmer to discuss 310 awareness on DNRC leased lands
- Met with CAPS and MCDEE staff to discuss partnering on re-write of the Good Neighbor Handbook
**32 hr vacation*

Middle Clark Fork Corridor Project (PIFR) – Watkins reported that he and Vogt will be meeting tomorrow with the FCA consultants to discuss preferred alternatives language to include in the PIFR.

Other Reports

Local Working Group – Watkins stated he would have a report prepared for next month's meeting.

MCD Strategic Plan – Watkins presented the revised plan for the Board's consideration.

Robert Schroeder moved to adopt the 2023 – 2026 Missoula Conservation District Strategic Plan with the modifications presented. Travis Greenwalt seconded the motion. The vote was unanimous in favor, and the motion carried.

New Business

Correspondence and Upcoming Events – There was no correspondence to report. Vogt committed to sending out Upcoming Events via email.

Site Inspections Scheduling – Next month's site inspections will take place on Tuesday, May 2, 2023. Watkins will request Supervisor participation in advance of this date.

Montana Native Seed Network – MOU – Vogt gave overview of the MOU and Cooperative Agreement, stressing that the MOU defines the long-term role of the District as a principal partner, and that the Cooperative Agreement specifies how the transfer of the \$50,000 of pledged funds will be handled. He noted that the DNRC legal council has reviewed both draft documents included in the meeting packets. It

was articulated that the District's intent is to ensure that a percentage of the seed remains available to the greater Missoula area. Discussion ensued to define what 10 % of seed means, who determines its distribution, and whether 10 % pertains to the volume of seeds or sales.

Art Pencek moved to propose that the Missoula Conservation District take ownership of no less than 5% of the seed produced through Montana Native Seed Network. Libby Maclay seconded the motion. The vote was unanimous in favor, and the motion passed.

The Board formed an Ad Hoc Committee to review the final language of the negotiated MOU. The ad hoc committee will consist of Hall, Pencek, Vogt, and Watkins. The final MOU language will then be circulated to the Board via email with one day to review. Vogt stated this time constraint is needed as the DNRC needs to be able to proceed with properly timing operations in concert with the impending growing season.

Programs

Grants Program:

MCD Grants: Vogt stated that the current grants cycle application deadline is April 15, 2023. To date, only one application has been received.

2023 Envirothon – Vogt reported that in addition to the registration fees that the District covered for the three local teams, Brandon Honzel submitted a funding request to cover the hotel costs of \$1,852.64 for these teams while competing in Great Falls. Vogt stated that the Grants Committee had been consulted regarding this request prior to the meeting and recommended supporting this request.

Robert Schroeder moved to approve the additional \$1,852.64 funding request to cover lodging expenses for the three Missoula County Envirothon Teams. Tim Hall seconded the motion. The vote was unanimous in favor, and the motion carried.

Public Partnering Cost-Share grant – MCDEE – Vogt presented a request from the Missoula County Department of Ecology & Extension to help fund the Leave No Weeds, Purpose of Plants, and Nature Walk Week spring elementary education programs. The request was \$5,000 out of a total project budget of \$65,382. The Board discussed that the \$5,000 previously provided to the Weed District was to support their Landowner Grants that saw to weed spraying. It was agreed that the Grants Committee would meet to further consider this public partnering request with the MCDEE.

Montana Natural Resources Youth Camp donation/sponsorship request – Vogt stated that once Envirothon has past, he will contact local schools regarding the Board's willingness to sponsor students interested in attending this camp.

Sponsored Grants: Vogt reported that he is still working on required DNRC reporting.

Equipment Program – Vogt reported that he transported the no-till drill from the winter storage area at the fairgrounds back to the office parking lot. He stated that there have been 10 reservation so far through the first week of May. The Board discussed that the rental fees generally have cover the maintenance of the drill.

Pollinator Program – Skovlin reported that she and Drennan will table at the MUD Earth Day event on April 22nd, and they expect to sell pollinator plug sets there. Skovlin is coordinating delivery of the plugs to Missoula with Heidi Fleury of the Lake County CD; Skovlin and Drennan will update and prepare informational materials to distribute at the Earth Day event, along with wildflower seed packets.

Wildlife Damage & Habitat Conservation Program – Watkins stated there was nothing new to report.

Urban & Small Agriculture Program – Watkins reported on attending a recent meeting at Turner Farms and the discussion of a servitude program with the County, with the possibility of these being perpetuity.

310 Program – Drennan reported that MWCC did not fund the grant she had submitted to fund the continuation of the Pattee Creek project. The review panel stated that the 310 Law enforcement aspect of the proposal was not in line with the grant’s education and outreach objectives. Drennan and Watkins both clarified that the main intent of the project is to educate landowners about the 310 Law in an area where it has not historically been enforced. Drennan stated she will apply with the same project for an MACD Education and Outreach Grant.

Other New Business – Watkins mentioned that work is being done to begin updating the website. Drennan presented a flyer that she had created with Watkins on 2022 Missoula CD accomplishments.

Old Business

Other Old Business – None.

Payment of Bills and Claims

Robert Schroeder moved to pay the bills, claims, and quarterly Supervisor reimbursements. Tim Hall seconded the motion. The vote was unanimous in favor, and the motion carried.

Checking Account

Date	Description	Charge	Deposit	Balance
	Balance from March meeting			\$13,729.89
	Voided check 1560: Carver Butterfield CEd MG0122		\$500.00	\$14,229.89
3/13/2023	Stop payment fee check 1560	(\$30.00)		\$14,199.89
3/13/2023	Check 1572 Carver Butterfield: reissued MG payment	(\$470.00)		\$13,729.89
3/13/2023	Check 1573 Envirothon Registration Fees	(\$450.00)		\$13,279.89
3/14/2023	Check 1571 Transfer to Petty Checking	(\$2,000.00)		\$11,279.89
	Totals	(\$2,950.00)	\$500.00	
	NET TOTAL	(\$2,450.00)		

Petty Checking Account

Date	Description	Charge	Deposit	Balance
	Balance from March meeting			\$936.98
3/13/2023	Target meeting supplies	(\$25.18)		\$911.80
3/13/2023	Famous Dave's: March meeting meal	(\$162.43)		\$749.37
3/14/2023	Transfer from checking		\$2,000.00	\$2,749.37
3/16/2023	City of Missoula: downtown parking	(\$3.50)		\$2,745.87
3/27/2023	MUD Earth Day Exhibitor registration fee	(\$50.00)		\$2,695.87
3/27/2023	City of Missoula: downtown parking	(\$2.00)		\$2,693.87
3/31/2023	City of Missoula: downtown parking	(\$2.00)		\$2,691.87
4/3/2023	Zoom monthly fee	(\$33.18)		\$2,658.69
4/4/2023	Murdoch's: drill repair and maintenance supplies	(\$96.73)		\$2,561.96
4/5/2023	Brooke Tully: Making Moves Course Registration fee	(\$800.00)		\$1,761.96
	Totals	(\$1,175.02)	\$2,000.00	
	NET TOTAL	\$824.98		

Savings Account

Date	Description	Charge	Deposit	Balance
	Balance from March meeting			\$95,447.64
3/31/2023	Interest		\$6.90	\$95,454.54
	Totals	\$0.00	\$6.90	
	NET TOTAL	\$6.90		

DA Davidson Account

Date	Description	Charge	Deposit	Balance
	Balance from March meeting			\$193,053.38
3/31/2023	Interest		\$4,474.73	\$197,528.11
	Totals	\$0.00	\$4,474.73	
	NET TOTAL	\$4,474.73		

Tax Mill Levy Account (Warrants/Claims)

Date	Description	Charge	Deposit	Balance
	Balance from March meeting			\$437,071.41
2/24/2023	Payroll - Pay Period 4	(\$7,731.59)		\$429,339.82
2/28/2023	Mill Levy, Interest, & State Entitlement payment		\$3,021.47	\$432,361.29
3/10/2023	Payroll - Pay Period 5	(\$8,077.84)		\$424,283.45
3/15/2023	Verizon Wireless - District cell phones	(\$104.60)		\$424,178.85
3/15/2023	Charter Spectrum - office internet	(\$109.99)		\$424,068.86
3/15/2023	First Interstate Bank MC - gas card	(\$146.19)		\$423,922.67
3/15/2023	AlphaGraphics - name badge	(\$21.60)		\$423,901.07
3/15/2023	Montana State Fund: Insurance	(\$541.28)		\$423,359.79
3/15/2023	AlphaGraphics - business cards	(\$54.95)		\$423,304.84
3/15/2023	Montana Conservation Corps - BSWS 2nd Installment	(\$4,875.00)		\$418,429.84
3/24/2023	Payroll - Pay Period 6	(\$8,011.01)		\$410,418.83
4/7/2023	Payroll - Pay Period 7	(\$7,424.22)		\$402,994.61
	Totals	(\$37,098.27)	\$3,021.47	
	NET TOTAL	(\$34,076.80)		

Adjournment

Robert Schroeder moved to adjourn the meeting at 11:03 pm. Tim Hall seconded the motion. The vote was unanimous in favor, and the motion carried.

Voting Record – CD Supervisor	IN FAVOR	OPPOSED	ABSTAIN
Tim Hall	11	-	-
Libby Maclay	11	-	-
Travis Greenwalt	11	-	-
Paul Parson	11	-	-
Art Pencek	11	-	-
Robert Schroeder	11	-	-
Sidney Wills	Absent	-	-

The next Missoula Conservation District meeting is scheduled for **Monday, May 8, 2023 at 7:00 p.m** in the USDA Service Center conference room located at 3550 Mullan Road, Suite 106, Missoula, MT 59808. A virtual option will also be offered.