

MINUTES

Missoula Conservation District  
March 13, 2017

**Missoula Conservation District**  
**March 13, 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  
Paul Parson, Supervisor  
Art Pencek, Supervisor  
Bart Morris, Associate Supervisor  
Bob Schroeder, Supervisor  
Jen McBride, Staff  
Monica Perez-Watkins, Staff  
Brendan Hallmark, Big Sky Watershed Corps Member

Additional Attendees:

Ladd Knotek, MT FWP  
John Hart, Deputy County Attorney  
John Bowe, NRCS  
Max Lewis, Trout Unlimited  
Brandon Honzel, Big Sky High School  
Richard Farrar, Big Sky High School  
Ethan Turner, Big Sky High School  
Jacob Rasmussen, Big Sky High School

Absent:

Sidney Wills, Supervisor

**Call meeting to order** – 7:03 pm by Tim Hall, Chair.

**Minutes** – Travis Greenwalt moved to accept the February 13, 2017 minutes as submitted. Libby Maclay seconded the motion, motion passed – unanimous.

**Treasurer's Report** – Travis Greenwalt reported \$45,083.59 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 Farm and Ranchlands Protection Program existing easement.

**Envirothon** – Two teachers who are Envirothon advisors from Big Sky High School, Brandon Honzel and Richard Farrar, and two students, Ethan Turner and Jacob Rasmussen, were in attendance to present to the Board and request a financial sponsorship for the 2017 competition. Farrar spoke first, discussing his work teaching students about agriculture and the use of the school's Agriculture Center, a 100-acre working farm with pigs, trout, and fruit trees, where students study agricultural science. He spoke of the importance of the Envirothon competition in connecting students with experts in forestry, aquatics, soils, range, and wildlife. He continued that the Missoula team is very competitive and pointed to Jacob Rasmussen, who competed at the 2016 national FFA competition.

Next, Brandon Honzel discussed the five teams competing (two from Missoula FFA, two from Big Sky High School, and one from Hellgate High School), the estimated budget, and a District sponsorship request of \$3,055.00 for registration and lodging. The Board asked the advisors about the request to send multiple teams from Missoula, to which Honzel and Farrar replied that they would like to have the opportunity to send even more students, as the competition is an excellent learning opportunity and allows students to explore new ideas and topics in conservation and natural resource management. The advisors also discussed their commitment to the students and how Envirothon has influenced the advisors' classroom instruction.

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Chair Tim Hall spoke of the District's previous support for the Missoula Envirothon teams and noted prior funding when the teams excelled beyond the Montana competition. The Board and the advisors discussed the variable cost of funding for the national competition depending on its location. The Board reviewed District sponsorships from 2014-2016.

Both students spoke of their experiences with Envirothon and how it influenced their academic outlook and future educational goals.

Art Pencek moved to support the five Missoula Envirothon teams with a financial sponsorship of \$3,055.00 for registration and lodging costs. Bob Schroeder seconded the motion, motion passed – unanimous.

**Grass Valley French Ditch Co. (c/o Carl Saunders)** – Jen McBride informed the Board that Carl Saunders of Grass Valley French Ditch Company (GVFD Co.) contacted her regarding a request for District sponsorship of a DNRC grant to reconstruct GVFD Co.'s Clark Fork River dam. McBride said that she was not certain as to which grant Saunders was referring, but that it was likely with the DNRC's Renewable Resource Grants and Loan (RRGL) program. She added that Saunders mentioned the grant had a \$250,000.00 limit, but that according to the state website, the RRGL limit was \$125,000.00. Paul Parson said the RRGL funding was recently cut in half.

The Board and McBride discussed GVFD Co.'s request for sponsorship of a planning grant in 2016. The 2016 request was received close to the application deadline. The Board later told Saunders to be mindful of the deadline and to request sponsorship well in advance if there is interest in the future. McBride suggested the District charge the grant administration fee of 5% if the Board approves sponsorship. She noted staff hours involved in an approved 2016 DNRC grant sponsorship in which the administration fee was waived.

The Board discussed procurement that would be required if the grant is approved, the work tasked to the engineering group, the entity responsible for the dam's liability, and the grant's funding cycling. The Board also discussed similar dam reconstruction work completed with DNRC grant funds in the Bitterroot Valley.

Saunders was not present at the meeting. The Board tabled a decision on GVFD Co.'s grant sponsorship request.

### **New 310 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 lower end of an existing culvert on Game Creek within MEC's right-of-way. She described the location and showed the Board images on PowerPoint. She also recalled that the culvert at this site is undersized and the slope may be offset, so a site visit may be necessary. Ladd Knotek said that fish passage might be an issue for this site and that the creek supports cutthroat trout. Knotek requested a site visit prior to the next meeting.

Tim Hall moved to accept Application No. MS-04-17 as a project for review. Bob Schroeder seconded the motion, motion passed – unanimous.

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### Existing Permit Application

**APO-01-17** - Missoula Irrigation District - Clark Fork River – Ditch Maintenance (RE: CM-03-16 - Missoula Irrigation District - Clark Fork River - Equipment in/near River at Head of Jacob's Island)  
(Geocode: 04220022405030000)

Tim Hall reported that he took part in a site inspection at the head of Jacob's Island on March 7, 2017. Hall, McBride, Brendan Hallmark, Ladd Knotek, Bob Cole, the Missoula Irrigation District (MID) Commissioner, and Tim Supola, the MID ditch rider, attended the site inspection. Hall stated that the purpose of this inspection was to identify the extent of the location that the annual plan of operation (APO) would cover. Knotek and Hall read their Team Member Reports.

Paul Parson moved to accept Application No. APO-01-17 as a project for review and to approve the project based on modifications in the Team Member Reports. Travis Greenwalt seconded the motion, motion passed – unanimous.

The project to conduct annual maintenance at the head of the canal, and through the canal (adjacent to the river), is approved with modifications incorporating the following:

- APO is only applicable to work in the diversion channel from the head of Jacob's Island to the diversion headgate vicinity.
- Any work proposed in the main Clark Fork River channel (e.g., associated with previously placed rock forming grade control) will require a new and separate 310 permit application.
- Approved APO work includes repositioning of existing rock, import and installation of additional clean rock (no concrete), and grading/repositioning of fill along the south edge of the island and within the existing diversion channel immediately adjacent to the island.
- Do not disturb, place, or remove fill in areas adjacent to the south edge of the island, such as the river banks, or reaches of the river channel.
- Wood, garbage, and other river debris may be removed from the headgate area as part of normal maintenance, but shall be disposed of outside the river channel and banks that are within the Missoula Conservation District jurisdiction.
- No natural or native woody vegetation on the island or river banks should be removed or disturbed.
- Conduct work during periods of low water to reduce soil erosion and sedimentation.
- Notify the Missoula Conservation District prior to any maintenance work or equipment mobilization into the area affected by the APO.
- Otherwise proceed with the project as proposed in Application No. APO-01-17.

### 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 reviewed the existing project to remove the berm, Permit No. MS-01-17, approved at the February 13, 2017 meeting. She reported that the deadline for berm removal was the present date, March 13, 2017, and that landowner Don Felton stopped in the office to ask for an extension due to impeding snow. She also said Felton called that morning to say he could finish the project the following week and to request an equipment change from a backhoe, as detailed in the original application, to a dozer with a blade. She also reported that the District received

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authorization from a Crystal Creek Ranch representative, as part of the project appears to be on the Ranch's property, according to property boundary layers overlaid on aerial images.

Tim Hall moved to approve a project extension and change in equipment for Permit No. MS-01-17. Travis Greenwalt seconded the motion, motion passed – unanimous.

The extension and change in equipment for the project to remove the berm are approved as follows:

- Complete the project by April 13, 2017.
- A cat with a blade may be used to complete the work (instead of the backhoe that was specified in the application).
- Approval of an authorized Crystal Creek Ranch landowner representative is on file and no longer required.
- Otherwise, all original modifications apply.

Original modifications for Permit No. MS-01-17, approved on February 13, 2017, are as follows:

- Remove all hay bales and non-native material within 50-feet of the ordinary high water mark of the Clark Fork River.
- Remove the berm by pushing the gravel away from the active channel into areas where riparian vegetation is not established.
- Ensure the entire length and width of the manually constructed gravel berm is reduced to the elevation of the natural gravel deposit (reduced in height by approximately 1.5 feet).
- Do not disturb existing native vegetation or down woody debris.
- Since aerial images depicting property boundaries indicate the berm is located on the Crystal Creek Ranch property, application approval is contingent upon the signature of an authorized Crystal Creek Ranch landowner representative.
- Complete the project by March 13, 2017.
- Otherwise proceed with the project as proposed in Application No. MS-01-17.

## Complaints

**CM-03-16** - Missoula Irrigation District - Clark Fork River - Equipment in/near River at Head of Jacob's Island - 310 Application Required  
(Geocode: 04220022405030000)

Tim Hall moved to consider Complaint No. CM-03-16 resolved. The complaint regarding the presence of equipment in/near the Clark Fork River is remedied by the approved Application No. APO-01-17. Travis Greenwalt seconded the motion, motion passed – unanimous.

**CM-11-16** – Clark Fork River – Impoundment on Meander  
(Geocode: 04220134201010000)

Complaint No. CM-11-16 will remain active until the berm is removed and the bank is restructured to its previous state through work carried out in Permit No. MS-01-17.

**310 Inquiry/Issue** – McBride reported that residential construction consultant J.C. Raser stopped into the office after site inspections to inquire about the District's jurisdiction at a property on Grove Street, adjacent to the Clark Fork River. She showed the board aerial images of the property and said that the fence would remain intact and that machinery would not be used beyond 50-feet of the riverbank, though Raser is planning to construct the home 60-feet back. McBride and the Board discussed the characteristics of the river at this section and potential future

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channel migration. The Board questioned the non-utilization of equipment within 50-feet when the home will be built at 60-feet. The Board further discussed other projects the new owners may want to add within a riparian buffer. The Board also discussed the District's policy for riparian buffers, such that buffers for projects are site specific and are not the distance from a given channel. The determining factor for 310 application requirements is whether or not a given project will impact a perennial channel.

The Board agreed that a 310 application must be submitted regarding the home construction on Grove Street and instructed McBride to inform Raser.

### Reports

**County Attorney** – County Attorney John Hart introduced himself to the Board and discussed his background. He asked if the District was advised not to have a standard riparian buffer. Paul Parson responded that the jurisdiction is dependent on the stream, on a case-by-case basis, but that often it ends up being the same distance that the Board uses as a guidance for work affecting riparian vegetation (e.g., frequently the buffer is 50-feet from the Bitterroot and Clark Fork Rivers). Tim Hall said that a buffer is not a setback, and that the use of the nonstandard buffer was brought about through previous court ordered cases in which the District provided testimony and was a minor plaintiff. He added that distance is only one of the many variables that the Board contemplates when considering stream impacts.

**MT FWP** – Ladd Knotek reported that he is starting a program to salvage fish from the diversions in Missoula. He said thousands of fish become trapped in the diversions in the summer, but there is a 24 to 48-hour window when the water is low and fish can be safely recovered.

**Bitter Root RC&D** – Libby Maclay informed the Board that a printed email from Bitter Root RC&D President Allen Bjergo was in their packets. The letter discussed his recent trip to Washington D.C. and his disappointment and apprehension on the future of RC&D and USDA programs. Maclay then reported that the previous meeting was cancelled due to weather conditions.

**Water Quality Advisory Council** – Paul Parson said the previous meeting was cancelled, but he reported on the recent letters sent to the Environmental Protection Agency (EPA) and Montana Department of Environmental Quality (DEQ) from regional entities regarding the gravel berms at the Smurfit-Stone mill site. The EPA and DEQ letters were sent from and copied to the potentially responsible parties, the Missoula County Commissioners, the County Health Department (Water Quality District), and the Confederated Salish and Kootenai Tribes. Parson spoke of the contamination risk into the Clark Fork River and O'Keefe Creek from the site's industrial waste ponds and of the need for superfund funding and cleanup.

**MACD Dues Committee** – Bob Schroeder reported that he will attend the Committee meeting in Helena on Friday, March 17, 2017.

**District Committees** – McBride reported that she would be in touch with the Personnel Committee as both staff are due for their annual reviews in early May. She also reported that the Budget Committee will meet in late May.

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### **Missoula CD Employees and Big Sky Watershed Corps Member**

#### **Jen McBride – Resource Conservationist – February 14 – March 13, 2017**

##### 310 Administration:

Reviewed 310 correspondence letters following the February 13, 2017 District meeting. Corresponded with landowners near the site of MS-01-17, impoundment on the Clark Fork River. Coordinated with Monica Perez-Watkins on preparation of reports for the March 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. Reviewed District Meeting PowerPoint. Worked with Monica Perez-Watkins on preparation of the 310 law outreach postcard.

##### Conservation Planning:

Worked with Monica Perez-Watkins on various District projects and programs. Completed 2017-Cost Share contracts and practice specification mailings. Reviewed updates made to the Missoula CD website. Reviewed and discussed updates for the 2018 Cost-Share brochure with Perez Watkins. Met with Perez-Watkins regarding community meetings, worked to prepare draft agenda and draft survey questions. Attended meeting with staff, Chair, and Treasurer regarding community meetings and Long Range Plan. Met regularly with Brendan Hallmark Big Sky Watershed Corps (BSWC) member regarding improvements to the Healthy Riparian Guide and provided edits and feedback. Corresponded with several Cost-Share recipients to assist them in project planning. Answered inquires on District grant programs and sponsorships. Attended Blackfoot Challenge meeting regarding planning for Soil Health outreach and education. Met with several partners regarding planning for the 2018 Western Montana Grazing and Agriculture conference and worked with Heidi Fleury, Lake County Administrator, to plan possible 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 substantial time sorting and organizing electronic files onto the shared drive CD folder on the NRCS server. Worked on reviewing files and updating 310 working priorities sheet. Completed securities training/test required for access to NRCS server. Followed up on NRCS LincPass 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 March Agenda, February Minutes, 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 - February 14 – March 13, 2017**

##### General Coordination:

Scanned and made copies of new 310 applications; sent to FWP. Prepared 310 forms for meeting. Corresponded with 310 applicants and/or property owners regarding site inspections and visits. 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 working priorities, completed tasks, correspondence, agenda items, etc. Contacted County CFO for mill levy verification form required for DNRC grants.

##### Communications and Outreach:

Drafted and mailed 310 decision/follow-up letters and permits following February 13, 2017 meeting; emailed to FWP. Posted January 9, 2017 meeting minutes on website and sent to County. Wrote February 13, 2017 meeting minutes and March 13, 2017 meeting agenda and reviewed both with McBride. Posted agenda in office and on website; update meeting date on website. Shared agenda link with agency representatives and sent to County.

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Prepared meeting PowerPoint and packets. Informed and answered questions from callers and walk-ins regarding 310 law/application/process, Cost Share program, and Riparian Planting Mini Grant. 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 (e.g., riparian mini grant applications) to applicable committees. Reviewed County emails for relevancy. Sent Cost Share extension letters. Participated in Western MT Grazing and Ag Conference 2018 planning meeting; wrote summary for staff and notes for Board. Corresponded with MACD Communications Director regarding Wordpress website. Created new pages, posts, etc. in website. Reviewed former staff images for use on website, publications, etc. Reviewed website with Hallmark. Corresponded with Larry's Tractors and AlphaGraphics regarding drill and trailer decals/sign. Created 310 post cards and reviewed with McBride. Researched, contacted, and reserved sites for hosting 5 community listening sessions in May and June. Met with staff, Chair, and Treasurer regarding community meetings and Long Range Plan. Corresponded with Envirothon teachers regarding District meeting and arranging a tour of FFA/Ag Center. Reviewed Cost Share brochure with McBride. Wrote award letter for The Flagship Program and corresponded with Flagship regarding grants.

### Financial Management:

Emailed claims from February 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 account into QBO. Reconciled QBO with bank statements, D. A. Davidson change in investment value, and County Milly Levy monthly report. Prepared claims to be signed at March 13, 2017 meeting. Created and sent inventory list of high priced items for PayneWest renewal survey. Re-filed 1099 for 2016 Cost Share recipient. Updated FY17 budget with spending to date.

### Administrative Duties:

Maintained and updated 310 master lists. Prepared/restored conference room for meeting. Recorded meeting notes for minutes. Maintained and organized 310 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. Ran errands to bank and post office. Updated files in new shared drive.

## **Brendan Hallmark – Big Sky Watershed Corps Member - February 14 – March 13, 2017**

### Watershed Education and Outreach:

Continued organizing and developing a blueprint to replace the Healthy Riparian Buffer Guide. Received initial feedback and began making modifications to incorporate the most effective design to entice learning. Corresponded with interest groups that require permission on any images with private copyrights. Attended the Education and Outreach training provided by BSWC. Attended the Blackfoot Challenge soil health meeting with McBride to plan for effective soil education outreach to landowners. Attended a follow-up meeting for next year's Western Montana's Grazing & Agriculture Conference to discuss ways to improve the educational experience and plan for the next annual conference. Additionally, Hallmark attended a meeting that discussed the order of operations for MCD's community meeting events in May. Attended the AmeriCorps Symposium that was designed to help bring members together from across different programs to increase community outreach and educational efforts. Continually met with McBride regarding brochure design and content. Corresponded with the Watershed Education Network to volunteer at a 6th grade stream water survey field trip.

### District Business Assistance:

Regularly met with McBride and Monica Perez-Watkins for staff meetings and individual check-ins. Accompanied McBride for a site visit regarding an APO application filed by Missoula Drainage Company for Jacob's Island on in the Clark Fork River. Coordinated with Perez-Watkins about community meeting event planning.

### Professional Development:

Attended Big Sky Watershed Corps Education & Outreach training in Bozeman. Attended the AmeriCorps Symposium in Helena.

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**Other** – No additional reports.

### **New Business**

**Correspondence** – Monica Perez-Watkins informed the Board that a New Business handout was in their meeting folders. The first items included a call for new noxious weed listings in the County from the Missoula County Weed Board and a call for land stewardship award nominations from Missoula County Parks, Trails, and Open Lands. The Board did not have specific suggestions for either.

McBride then reported on the State Water Plan and the work that the Clark Fork River Basin Council is doing to coordinate efforts for the Plan's implementation. She said that the Council contacted her requesting the District's presence on the Council. She then reported on documents that were forwarded to the Board: an agenda for the Council's upcoming meeting, an Executive Summary on the Clark Fork and Kootenai Basin Plan, and sections of the Basin Plan's Key Findings and Recommendations.

McBride stated that the Council is requesting comments on questions listed on the New Business handout, and asked the Board if they would like to comment. The Board expressed reservations and asked about the Council's funding. McBride informed the Board that a Council representative contacted her about the District's willingness to sponsor a DNRC Watershed Management Grant for the Council. She reported that she told the representative that it was not likely, since the application's deadline was in two days, March 15, 2017, and given the Board's previous decisions on DNRC grant sponsorship under tight deadlines. The Board agreed, and McBride and the Board discussed what the grant would have funded. Tim Hall said the Council should bring a representative to the Area V meeting and McBride said that this was discussed with a representative of the Montana Association of Conservation Districts (MACD). McBride further explained that an MACD representative attends Council meetings when available, but that person cannot speak on behalf of all Districts without a formal process.

Perez-Watkins reported that she was in contact with FFA Adviser and Agriculture Center educator Richard Farrar, who presented on the Envirothon competition earlier in the meeting, regarding a tour of the Center. She said they settled on the potential day and time of Thursday, April 27, 2017, at 3:30 pm. The Board took note, instructed her to schedule it, and asked her to inform them of the meeting location.

Tim Hall read an invitation to a Bug Appetite fundraising event from the Missoula Insectarium.

**310 Law Outreach** – Perez-Watkins told the Board that an image of the draft 310 Law postcard was in their packets. The Board reviewed the postcard and offered constructive feedback. Tim Hall said he would also like a larger poster created and hung at various applicable locations throughout the county.

**Long Range Plan & Community Meetings** – Hall reported that he and Travis Greenwalt met with staff regarding the Plan and meetings/listening sessions. Perez-Watkins said that the out of town sessions will be held during the weeks of May 15 and 22, and that she had thus far scheduled the Frenchtown Fire Hall on May 17, the Potomac-Greenough Community Center on May 24, and would next schedule dates for Travelers' Rest State Park and the Swan Valley Community Center. The Missoula meeting will be held at the public library on June 27. All meetings are to begin at 6 pm and include a brief presentation of the District and its work, a highlighting PowerPoint or handout of work completed in that community, and a survey to hear from the communities on their priorities and concerns related to the District's work to help inform the District in updating the Long Range Plan.

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The Board of Supervisors reviewed the draft survey questions, which were included in their packets. Art Pencek suggested curtailing the ranking questions' required number of responses. Staff asked the Board to send additional feedback to Perez-Watkins. Hall thanked Greenwalt for allowing the District to use his SurveyMonkey account to publish the survey once it is complete and Perez-Watkins noted survey raffle incentive ideas and asked the Board for additional ideas.

**Area V Meeting** – Perez-Watkins informed the Board that Missoula will host the next Area V Meeting on September 26, 2017. She asked the Board of Supervisors for suggestions on a location, site visit, and speaker. The Holiday Inn in downtown Missoula, Milltown State Park, and a property in the Ninemile were mentioned as sites to host and visit.

**Area V Stockmanship Workshop** – McBride informed the Board that Lake County Conservation District was organizing a low stress Stockmanship Workshop with well-known stock handler Curt Pate, but after speaking with Pate, Ben Montgomery, Lake County NRCS District Conservationist, learned of Pate's fee discount for conducting workshops in proximate locations. Lake County Conservation District then contacted Area V Conservation Districts to gauge interest for workshops to be held the week of September 18, 2017. McBride stated that Associate Supervisor Bart Morris was interested in hosting Pate with his Oxbow Cattle Company and that Bitterroot Conservation District was potentially interested in partnering with Missoula. She then discussed the cost and budget, which were included in the Board's handout.

Morris discussed Pate's low stress, low quantity, handling practices and his prominent name in the field. The Board discussed local interest in the subject.

Libby Maclay moved to have the District host a Low Stress Stockmanship Workshop with Curt Pate. Travis Greenwalt seconded the motion, motion passed – unanimous.

**Other** – No additional new business.

### **Old Business**

**Board Appointments and Assignments** – No discussion.

**Legislative Items** – McBride stated that staff forwards MACD's News from the Front weekly e-newsletter and asked the Board if there was anything specific anyone wanted to discuss.

**Website** – Perez-Watkins reported that she works on the website as time allows and plans to have the home and 310 law pages published soon.

**Western Montana Grazing and Agriculture Conference** – McBride reported that staff met with NRCS, Lake County Conservation District, and others after the last Conference to discuss the next year's Conference, to be held January 25-26, 2018. A summary of the meeting was in the Board's packets, and staff asked the Board of Supervisors if they had any suggestions on sponsorships, speakers/topics/panels, and grants. Bob Schroeder spoke of DNRC 223 grant funding limitations and competitiveness, Art Pencek discussed riparian grazing as a topic to include, and Bart Morris named potential keynote speakers.

McBride discussed Lake County Conservation District's hope to share the financial risk and work of hosting the Conference with Missoula and other Districts. McBride said Perez-Watkins will assist Lake County Conservation

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District's Conservation Coordinator and asked the Board if they would commit to sponsoring the Conference for \$5,000.00 if additional funding is not secured via grants. The Board agreed the 2017 Conference was good and they would like to continue having a conversation with Lake County Conservation District regarding the 2018 Conference, but the Board agreed to wait on committing to a sponsorship until further review of the budget for the event.

**Equipment Program** – Bart Morris reported that he is acquiring an estimate from All Things Metal for the fabrications to be made to the trailer stake pockets and ramp. Perez-Watkins informed the Board that the sign and decals were installed on the trailer and drill by AlphaGraphics.

Paul Parson then discussed an out of state stinger that is capable of planting 2-3,000 willows in a single afternoon. The stinger is too expensive to purchase due to the existing patent, but it is available for rent. Parson spoke of its potential benefit in the County if several local organizations collaborated to rent it during a single time period.

### Grant Programs

**Cost-Share** – McBride reported that the District has received all of the contracts back except for one. Staff will contact the applicant to ask if he is still interested in participating.

### Riparian Planting Mini Grants

**Trout Unlimited** – Trout Unlimited Big Sky Watershed Corps Member Max Lewis discussed his Riparian Planting Mini Grant (RPG) No. 01-17 application to plant native trees and shrubs along Rattlesnake Creek with the aid of volunteers.

Bob Schroeder moved to approve up to \$455.25 for the reimbursement cost of plants to Trout Unlimited c/o Max Lewis for RPG-01-17. Art Pencek seconded the motion, motion passed – 5 in favor, Paul Parson abstained.

**Lolo Watershed Group** – Perez-Watkins informed the Board that the District received a second application, RPG-02-17, from Lolo Watershed Group c/o Kaeli Wells for planting native trees and shrubs along Lolo Creek on the OZ Ranch for a volunteer event. The Board discussed the property and the need for browse protectors and cattle fencing to prohibit livestock grazing.

Tim Hall moved to approve up to \$313.00 for the reimbursement cost of plants to Lolo Watershed Group c/o Kaeli Wells for RPG-02-17, contingent on the use of browse protection and cattle fencing. Travis Greenwalt seconded the motion, motion passed – unanimous.

**Legacy Grant Project, LGP-01-16** – Perez-Watkins reported that Trout Unlimited (TU) provided the District with a summary of their work to date on Legacy Grant Project (LGP) No. 01-16, approved in March 2016 for \$10,000.00 in reimbursements to complete topographic surveys and designs for irrigation diversions and fish screens on Rattlesnake Creek. The original contract stipulated the project was to be completed by March 14, 2017. However, due to engineering constraints, the project is approximately 75% complete. TU requested partial reimbursement of \$5,000.00 and a project extension.

Bob Schroeder moved to approve the \$5,000.00 disbursement and a one-year extension to LGP-01-16. Art Pencek seconded the motion, motion passed – 5 in favor, Paul Parson abstained.

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**Other** - Perez-Watkins informed the Board that the District received a thank you letter from The Flagship Program for the recent \$500.00 education mini grant. She passed the letter to the Board.

**Payment of Bills** – Tim Hall moved to pay the bills. Paul Parson seconded the motion, motion passed – unanimous.

**Warrants:**

Blackfoot Communications	
Ck # 2272 – Internet	\$ 118.00
Verizon	
Ck # 2273 – District Cell Phone	\$ 69.00
Montana State Fund	
Ck # 2274 – Insurance	\$ 438.35
AlphaGraphics	
Ck # 2275 – Graphics and Installation on Drill/Trailer	\$ 400.00
Soil & Water Conservation Districts of Montana	
Ck # 2276 – Big Sky Watershed Corps, second installment	\$ 2,500.00
Monica Perez-Watkins	
Ck # 2277 –Mileage Reimbursement	\$ 13.86
Tim Hall	
Ck # 2278 – Mileage Reimbursement, District Business	\$ 564.14
Libby Maclay	
Ck # 2279 – Mileage Reimbursement	\$ 57.96
Travis Greenwalt	
Ck # 2280 – Mileage Reimbursement, District Business	\$ 288.61
Paul Parson	
Ck # 2281 - Mileage Reimbursement, District Business	\$341.81
Art Pencek	
Ck # 2282 - Mileage Reimbursement, District Business	\$150.80
Bart Morris	
Ck # 2282 – Mileage Reimbursement	\$23.65
Bob Shroeder	
Ck # 2284 - Mileage Reimbursement, District Business	\$385.85
Sidney Wills	
Ck # 2285 - Mileage Reimbursement	\$27.82
	<u>                    </u>
	<b>Total: \$ 5,379.85</b>

<b>Voting Record – CD Supervisor</b>	<b>FOR</b>	<b>AGAINST</b>	<b>ABSTAIN</b>
Timothy Hall	12		
Libby Maclay	12		
Paul Parson	10		2
Art Pencek	12		
Sidney Wills	Absent		
Bob Schroeder	12		
Travis Greenwalt	12		

MINUTES

Missoula Conservation District

March 13, 2017

**Adjournment** – Tim Hall moved to adjourn the meeting. Paul Parson seconded the motion - motion passed, unanimous. The meeting adjourned at 10:23 pm.

The next meeting of the Missoula Conservation District will be held April 10, 2017 at 7 pm in the Missoula Conservation District conference room, 3550 Mullan Road, Suite 106, Missoula, MT 59808.

APPROVED