

Minutes
Missoula Conservation District
December 9, 2019

Missoula Conservation District
December 9, 2019 at 7:00 pm
3550 Mullan Rd, Ste 106, Missoula, MT 59808

Missoula Conservation District Attendees: Tim Hall, Chair; Libby Maclay, Vice Chair; Travis Greenwalt, Treasurer; Sidney Wills, Supervisor; Bob Schroeder, Supervisor; Paul Parson, Supervisor; Art Pencek, Supervisor; Josh Schroeder, Associate Supervisor; Jen McBride, Staff; Bryan Vogt, Staff; Barb Kreis, Staff

Additional Attendees: John Hart, Senior Deputy County Attorney; Travis Lemke, NRCS Supervisory District Conservationist; Ladd Knotek, MT FWP; Alex Blendermann, BCR (MS-62-19); Deb Fassnacht, Watershed Education Network; Eric Anderson, WGM (MS-62-19); Larry Cawfield, Tetra Tech (MS-59-19); Jim Schlinger (CM-08-19) Sandra Schlinger (CM-08-19); Rebecca Ramsey, Swan Valley Connections; Steve McAfee (MS-59-19); Jody Wills, public attendee.

Absent: Bart Morris, Associate Supervisor

Call Meeting to Order – 7:01 pm by Tim Hall

Minutes – Libby Maclay inquired about office protocols regarding drafting the minutes. Jen McBride reviewed office procedures of Barb Kreis drafting the minutes followed by McBride’s review. John Hart addressed the legal requirements of minutes. Paul Parson moved to approve the November 4, 2019 Minutes as drafted. Bob Schroeder seconded the motion. All in favor, motion carried—unanimous.

Treasurer’s Report – Travis Greenwalt reported \$17,153.64 in the District checking account.

Public Comment – No comment

NRCS Report – Travis Lemke, NRCS Supervisory District Conservationist, reported on the Long-Range Plan (LRP) for Missoula County and noted that completing the plan will include partners and local working groups. Lemke, McBride, and Kreis had a previous meeting to discuss a plan and how to proceed. Ideas included inviting input from both the public and partners and then to prioritize projects. Lemke would like to keep the focus between 3-5 priorities. Forging new relationships with partners and others is very important in trying to tackle these projects. Lemke discussed the Regional Conservation Partnership Program (RCPP) which promotes coordination of NRCS conservation activities with partners and asked if the Board would like him to focus on Montana based projects only or if he should also try to get funding for nation-wide priorities. Tim Hall, Chairman, stated Lemke should focus on what he feels would be most beneficial to Missoula County constituents.

Watershed Education Network (WEN) Sponsorship Request – Deb Fassnacht, Director of WEN, attended the District meeting to request financial support toward program support for education. Fassnacht noted that WEN gives kids a high-quality field experience and educates them on how to rebuild river ecology. Many of the previous program participants are now adults. WEN’s vision is “growing the next generation of watershed stewards.” The program is designed to work with science and elementary teachers. The School Stream Monitoring Program (SSMP) includes trips that take place at 30 different stream sites across western Montana each Fall and Spring. Most schools visit the same site each season to facilitate seasonal and long-term comparisons of chemical, physical, and biological data. B. Schroeder, Supervisor, inquired regarding what schools are served and if the same schools are served repeatedly. Fassnacht reviewed schools they’ve worked with that are inside and outside of the city limits but noted that additional transportation is required to reach more rural areas; she said that they return to the same schools if the teachers are interested. Tim Hall, Board Chair inquired regarding the rate charged for public and private schools, and Fassnacht responded that they pay the same fee, presently \$100.00 per classroom. The maximum students they serve at that rate is 35 kids. If more students are participating an additional fee is charged. Fassnacht noted that WEN is requesting a \$ 5,000 sponsorship from the Missoula Conservation District.

Paul Parson moved to sponsor the Watershed Education Network (WEN) program for \$ 5,000. Bob Schroeder seconded the motion. All in favor, motion carried – unanimous.

310 Permit Applications

MS-41-19 – Double Arrow Ranch Landowners Association (DARLOA) c/o Greg Neudecker, DARLOA Board Member – Trail Creek – Bridge Construction & Culvert Replacement (tabled August 12, 2019)
Geocode: on or adjacent to 04-2540-11-2-02-01-0000

McBride reported there is no update and she is still waiting for the submission of Bridge Plans.

Action on Application No. MS-41-19 is postponed pending submittal of design plans.

MS-59-19 – Steve McAfee c/o Tetra Tech, Larry Cawlfeld – Clark Fork River – Bank Stabilization
Geocode: 04-2324-03-1-01-08-0000

McBride reported on the project noting that it is a bank stabilization project to address additional erosion that occurred in recent years following the project implemented at this site in 2014. The proposed project is to repair about 40-feet of the previous project with rock and soil lifts. She showed aerials taken over time and recent images from the site including those taken during the December 5, 2019 site inspection. During that visit there was discussion regarding the location of riprap, specifically, if there should be rock placed on the upstream segment of bank where the eddy has scoured out the bank or if extending the rock keyway was most suitable. McBride displayed images of the proposed design. Larry Cawlfeld from Tetra Tech was present at the site inspection and meeting, and he stated that this current project is proposing essentially the same measures as what was proposed in 2014, however the site has changed. The main thread on the river creates a whirlpool that is eroding the bank on the neighbor's property above McAfee's home. Previously, a tie-in was built that starts and is buried under vegetation, but it doesn't extend very far. The plan to place existing rock will extend the tie-back. Discussion ensued about the tie-back, placement of rock, and a 1:1 slope. McAfee expressed a desire to change the plans to include rock placed on the bank on the downstream segment of the whirlpool area. The Supervisors noted that the project would need to be tabled if the plans submitted with the application were substantially changed and expressed concern about timing of the project. There were additional concerns discussed regarding the permitting process as the Conservation District is not the only permitting agency involved with this project. The Supervisors decided to act on the proposal in front of them and require McAfee to request modifications to the project should he work with other permitting authorities on alternatives they might consider. Parson and Knotek emphasized recommendations regarding vegetation and noted it is better to put in willows when they are dormant. If the applicant chooses to modify the design plans, then the new design plans need to be submitted to all the agencies, and it should be as complete a plan as possible.

Paul Parson moved to make Application No. MS-59-19 a project under the 310 Law and to approve the project with modifications. Travis Greenwalt seconded the motion. All in favor, motion carried – unanimous.

- Large rock should be sorted and placed from max scour to bankfull elevation
- Intensive native planting and revegetation emphasis must meet the following Conservation District standards:
 - During construction, intensive willow cuttings must be installed into riprap between Q_2 and Q_{10} elevations
 - Use native vegetation on the bank
 - Intensive planting and irrigation above bankfull elevation is required
 - Maintain District standards for vegetation survival rate - 75% of planted vegetation must survive one year from initial planting; 50% of planted vegetation must be evidently viable two years from the project completion date
- Project should not be extended upstream beyond proposal submitted to the Conservation District; if the designs change, a request for modification must be submitted to our office for further review and approval

- Construct utilizing similar techniques as previously completed on adjacent (downstream) projects

MS-60-19 – Blackfoot Communications obo Kellen Palmer – Drew Creek – Utilities Boring
Geocode: 04-2540-12-1-01-35-0000

McBride reported there was no site inspection done for this proposal. Rick Shanner, the representative from Blackfoot, was in touch with McBride to express some concern about getting orders in this late in the year and having to wait on a 310 Permit when the Board most often deems it “not a project” and the ground may freeze. On the design plans, the depth noted below the channel is 4-feet, and the bore pits will be a minimum of 10’ away. McBride recommended that the Board may want to consider specifying an area of no impact (e.g. if the bore pits are set 10-feet away, impacts may encroach on the riparian buffer).

Paul Parson moved to make Application No. MS-60-19 not a project under the 310 Law as long as there is absolutely no disturbance (e.g. no equipment or disturbance of soil) within the 10-foot riparian buffer as measured horizontally from the ordinary high-water mark on Drew Creek and otherwise the project is completed as proposed. Bob Schroeder seconded the motion. All in favor, motion carried – unanimous.

If project plans change, or if there is a need to remove vegetation, operate machinery, and conduct other work that may impact the creek (including the 10-foot riparian buffer), then a new 310 Permit Application must be submitted to address the modifications.

MS-61-19 – Erck Hotels c/o Nielsen Commercial – Grant Creek – Hotel Construction
Geocode: 04-2200-05-3-01-09-0000

McBride reported this is a project to reconstruct a hotel where the Ruby Inn once stood. The proposal includes installing a silt fence and leaving a riparian buffer. There is evidence of erosion on the banks, likely from use of the public who were staying at the Ruby Inn. The proposed hotel would be located farther away from Grant Creek than the prior hotel. Mike Day from WGM provided additional drawings showing revegetation plans using native grasses and plans for a fence. Parson stated that this vegetation plan will be better as it backs off the riparian area. Ladd Knotek, FWP, encouraged having a fence and only one designated access spot to the creek. A floodplain study is being done for Grant Creek.

Paul Parson moved to make Application No. MS-61-19 a project under the 310 Law and to approve the project with modifications. Art Pencek seconded the motion. All in favor, motion carried – unanimous.

- Use draft plans submitted by Mike Day, WGM Group, at the December 5, 2019 site inspection (see enclosure); if project plans change and may impact the riparian buffer as measured 30-feet horizontally from the ordinary high water mark of Grant Creek, then submit plans to the District office for additional review and Board of Supervisor approval
- Increase native riparian planting in enhanced riparian zone in plans
- If applicable, designate one access route for hotel guests and fence remaining area to prevent additional trail pioneering
- Seed former lawn area with native grasses

MS-62-19 – David Pogge c/o WGM Group, Eric Anderson – Buck Creek – Irrigation Diversion
Geocode: 04-2992-09-4-01-01-0000

McBride reported on this project for an irrigation diversion/line on Buck Creek and showed pictures from the December 5, 2019 site inspection. Eric Anderson was present at the meeting and reported on the project. The plans include water right devices to ensure instream flow remains at or above 4.5 CFS. The diversion will consist of a metal

Coanda screen and a steel mounting box that will be integrated into a j-shaped rock control structure in the streambed. The screen will route water through a short section of 15-inch HDPE pipe to a steel flow measurement box with a Parshall flume. There will also be a gate valve near the diversion to ensure no more than 3 CFS is diverted. Water will leave the flume through a 10-inch buried HDPE to convey water to a 60-acre foot reservoir. There will be a pipe to the reservoir that will cross the creek. Sid Wills, Supervisor, asked about the beneficial use. Anderson reviewed the water right and elaborated on the design plans. There is a minimal footprint and drop in the creek so it can facilitate fish passage. During installation for both sites, there will be a temporary trench. They plan on doing the project during low water flow next Fall. They will save existing, on-site vegetation for replanting as discussed during the site inspection. B. Schroeder asked what the total fall to the pond/reservoir is, and Anderson stated it is 65 feet. Parson and Leo Rosenthal, MT FWP, provided team member reports. Rosenthal stated the application was very well written and gives appropriate considerations for fish. Parson stated they had a good design team and the landowners put a lot of time and thought into the proposal. He recommends what Anderson had already acknowledged, that they should pull sods carefully and then put them back. Art Pencek, Supervisor, stated it was an excellent presentation by Anderson.

Paul Parson moved to make Application No. MS-62-19 a project under the 310 Law and to approve the project with modifications. Bob Schroeder seconded the motion. All in favor, motion carried – unanimous.

- Minimize disturbance to vegetation along access route; reseed/vegetate as necessary
- Salvage existing sod mats and place after diversion and screen are in place

MS-63-19 – Bonnie Anderson and Hillary Selvin c/o WMA Specialists, Will Andrews – Bitterroot River – Woody Vegetation Removal (Common Buckthorn Noxious Weed)

McBride reported that this is a new application to continue addressing common buckthorn, a noxious weed, on 366 feet of bank along the Bitterroot River. A site inspection did not occur. The landowners are cutting dead buckthorn and spraying what is still coming up onto the banks. This has been an ongoing project since a 2015 violation on the riverbank and later noting that the woody species was common buckthorn. The applicant states that they will plant native shrubs and grasses following treatment. They continue to work with WMA specialists and the Weed District on this project. Their previous attempt to obtain an Annual Plan of Operation Permit was not approved as the Board wanted to see an application every year. They continue to submit yearly applications for removing woody vegetation since common buckthorn is a noxious weed.

Bob Schroeder moved to make Application No. MS-63-19 a project under the 310 Law and to approve the project as proposed. Art Pencek seconded the motion. All in favor, motion carried – unanimous.

If there is a need for an additional permit for work not specified in this application and when there are plans to proceed with revegetation, they must contact the Missoula Conservation District.

310 COMPLAINTS

CM-04-19 – Fred Mills – Clark Fork River – Work on bank
Geocode: 04-2323-07-1-02-12-0000

McBride reported she had contacted Mr. Mills via email and learned he will be out of state until April 2020. Mills would still like access to the river but is willing to remove the lower portion of the stairs and he inquired with McBride if the Board would consider digging steps into the bank as an alternate solution. The Board stated that it would review an application for proposed alternatives but that the stairs must come out prior to high water.

Travis Greenwalt moved to require Mr. Mills submit a 310 Application within 35 days of this meeting (January 13, 2020) to, at a minimum, remove the lower segment of stairs and include additional work on the application as desired. Tim Hall seconded the motion. All in favor, motion carried – unanimous.

- To come into compliance with the law, the landowner must submit a 310 Application no later than January 13, 2020; this application must, at a minimum, include removal of the lower segment of stairs (an image is provided on correspondence to landowner).
- If you intend to conduct additional work within the 50-foot riparian buffer area as measured horizontally from the ordinary high-water mark of the Clark Fork River, you must include that proposed work in the application.
- If you are unable to propose additional work in the application that is due on January 13, 2020, you may submit an additional application at a later date to address additional proposed work.

CM-05-19 – Ed Brewer – Camas Creek – Undersized Culvert
Geocode: 04-2204-31-1-01-08-0000

McBride reported that she has spoken with Brewer and encouraged him to attend the December 9, 2019 District Meeting. Brewer stated he is currently working on a bridge design and that Mr. Gappert is building a berm in his field to address flooding issues. The Board requested that McBride follow up with Brewer.

CM-06-19 – Betty Miller – Rattlesnake Creek – Vegetation Removal
Geocode: 04-2200-11-3-06-01-0000

McBride reviewed photos and noted that this complaint involves two trees that were felled and left lying across Rattlesnake Creek. In November, McBride investigated potential solutions with Eric Dickson from the County Road Department. Though still passing some water, the culvert in the center of the causeway is clogged with aggraded materials and gravel is not backed up behind the trees. Dickson expressed little concern for the clogged culvert as there are two bridges on either side of the causeway. Currently, the trees are not causing an issue and appear to be temporarily protecting the causeway but there may be future concerns for the bridge and causeway. McBride showed images of a rootball getting caught up in the creek in 2005 that had to be cut out. McBride mentioned that presently the cut trees are not causing an issue, but may in the future, and since they were cut, it may make sense to pull them out and use them in a floodplain project upstream.

The Board directed McBride to continue to try and gain direction from the city and county for recommendations on how this complaint may or may not impact the stream crossing below it.

CM-07-19 – Dennis Gallagher – Ninemile Creek – Unmodified Ramp
Geocode: 04-2427-28-2-04-05-0000

McBride reviewed images. Ladd Knotek, MT FWP, stated the ramp access is being used by the public and the Montana Department of Transportation right-of-way is measured 60-feet from the centerline of the highway, so it is a legal public access. Knotek may work with the highway department on a solution to limit impact to the area, while still allowing access.

Tim Hall moved to dismiss Complaint No. CM-07-19 as it is not a valid complaint under the 310 Law since access is being used by the public and it is within the public right of way - no further action on this matter is required. Travis Greenwalt seconded the motion. All in favor, motion carried – unanimous.

CM-08-19 – James Schlinger – Barber Creek – Excavation on Creek and Banks
Geocode: 04-2992-19-1-01-11-0000

McBride was contacted by Allen Branine, DNRC Service Forester in the Swan Valley, on November 25, 2019 regarding excavation work that was being done at the site. McBride attempted to reach the landowner that day but was unable to and took pictures of the site from the highway. Branine provided Schlinger's contact information and

McBride was then able to reach him. A site visit was conducted on December 5, 2019 with Rosenthal, Parson, and the land owners. McBride reviewed images taken at the site. Mr. Schlinger was present at the meeting. He stated that he is from Wyoming and is not familiar with Missoula County stream regulations. He had just purchased the property November 20, 2019. He wanted to turn the property back into a hay field, but willows and reed canarygrass were choking out the stream. He excavated and pulled weeds off the bank for 300 feet on both sides. Mr. Schlinger stated that he has experience with stream restoration and river restoration but is looking for recommendations on how to get rid of canarygrass. There are previous issues from the prior landowner such as an existing pool and rock dam. Sid Wills, Supervisor, stated that reed canarygrass does make good hay and is also a good sediment catcher. Schlinger stated that Barber Creek is a perennial stream, but it is being choked out by vegetation causing the field to flood. Rosenthal stated that he has seen other streams like this in the Swan where the reed canarygrass just slowly takes over the stream, and it loses its capacity. Rosenthal said that other landowners worked in a different county to open up the stream, but he has not followed up yet to see how that worked out for them. The consensus is that it is hard to manage reed canarygrass. The landowner would like to know how to get the stream to function like a normal stream, and he stated that there is no channel for the fish to swim around. Parson noted that the willows were keeping the reed canarygrass out but now that the willows were pulled out, it may be hard to get them back in again. Schlinger asked about building a bridge in another area of his land, and B. Schroeder said he can apply for a permit with a 310 application. McBride stated that there are experts/consultants who work specifically with reed canarygrass. Pencek posed a question to the rest of the board: if Schlinger had applied for a permit for excavation work prior, would the Board have approved it? The Board discussed instances where vegetation removal is allowed or not allowed – in this instance, the removal did not seem justifiable. Hall requested that Rosenthal follow up on the alternate project he reported on in the Swan Drainage and report back. Hall also asked what Schlinger's vision for the stream and was, and Schlinger responded that he wanted the water to flow and to get rid of the reed canarygrass. Pencek stated that he thought the complaint should be tabled as Schlinger needs to come up with plans to remedy the site. The Board discussed different approaches to getting rid of reed canarygrass. Details of a 310 Application was discussed.

Tim Hall moved that Complaint No. CM-08-19 is a violation of the 310 Law, as this work was not permitted, and it altered the bed and banks of the creek; a 310 Application is required by January 31, 2020, with a plan to reclaim and revegetate the disturbed area. Bob Schroeder seconded the motion. All in favor, motion carried – unanimous.

Complaint No. CM-08-19 will remain on the Conservation District agenda until a remedy is permitted and implemented. The landowner is encouraged to seek assistance from local representatives and consultants.

310 Inquiries & Issues

McBride reported on plans for cabin construction and a possible bridge near the turnoff at Graves Creek in the Lolo Creek Drainage. She noted inquires or issues that she was following up on the Northfork of Cottonwood Creek and in the Lolo Creek Drainage. She also stated that she received notification from the county that a 25-foot buffer is being required at Ibey's property under subdivision regs.

Reports

County Attorney – John Hart stated he had nothing to report.

Montana FWP – Ladd Knotek, FWP introduced Leo Rosenthal, FWP rep from Kalispell. Knotek reported that the log hazards upstream of the Kettlehouse Amphitheater are now out of the Blackfoot River.

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

District Committees – Jen McBride will send emails to the Board regarding budget and grants future meetings.

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Missoula CD Employees – Written reports provided to the Board:

Barb Kreis - Administrative Assistant - November 4, 2019 – December 9, 2019

Office Operations: Received and sorted agency mail daily and followed up on all District business correspondence, including electronic correspondence. Attended November 4, 2019 District meeting, took notes and did conference room setup. Drafted November meeting minutes, drafted agenda for December meeting and posted October meeting minutes to District website. Attended MACD Convention in Kalispell from November 19 – 21. Oriented Bryan to CD website and Issuu plugin and account. Worked with UofM Catering for a quote on holiday meal for December 9th.

Stream Permit Processing: Created McAfee timeline from 2014-current. Completed and sent out decision letters to applicants from the November 4th meeting. Created files from new 310 applications, forwarded applications to Ladd Knotek, FWP. Assigned file numbers, added new applications to December agenda with geocodes. Made copies of applications for site reviews. Typed up Form 272 for all new 310 applications. Worked on site inspection schedules for December 5th, 2019. Called and emailed applicants to confirm site inspection date/times. Worked on PowerPoint presentation for December 9th meeting. Added December agenda to website. Sent Nathan Bourne from Seeley Swan Pathfinder a draft portion of minutes for HB223/CFC.

Bookkeeping, Accounting, Reporting, and Recordkeeping: Printed out Profit/Loss and Balance reports for December 9th meeting. Entered claims into QuickBooks. Reconciled November bank statements. Deposited 3 checks into Checking account (2 checks from Larry's Tractors and 1 check from Pepsi)

Bryan Vogt - Program Specialist - November 4, 2019 – December 9, 2019

Program Assistance: Took notes at the November 4, 2019 Board meeting. General new employee orientation and office setup, including review of personnel policy. Familiarize myself with District's grant programs in preparation for upcoming Grant Committee meeting in January and discussion of future grant program policy. Read DNRC's guidelines and grant application for conservation district grants (HB223 grant program) to familiarize myself with this program. Correspondence with McKenzie Schessl (Clearwater Resource Council) and Jean Curtis (Seeley Lake Sewer District) on HB223 grant sponsorship requirements and deadlines. Initial review of District Pollinator Program and discussion of follow-up with program participants. Distributed packages of irrigated pollinator mix as requested and answered questions related to assisting with spring development/protection, possibly through future District grant cost-share program. Assist Bill Morrison with 310 permit questions; provided copy of permit application and stream permitting guide. Assist landowner on question regarding acreage of an agricultural fields; assist landowner on question related to accessing well log records via MT Ground Water Information Center. Attended MACD convention with McBride, Kreis, B. Schroeder, and Maclay; professional networking with other CDs and agencies. Site visit to Graves Creek with McBride for 310 Inquiry; Assisted in editing of the Nov. 4th meeting minutes.

Technical Assignments: Review of the No-Till Drill rental program, including inspection of the drill at Larry's Tractors Trailers & More and review of current storage and maintenance agreement with LTTM, rental agreement document, rental calendar, and rental tracking spreadsheet. Correspond with LTTM on payment questions and maintenance of drill in preparation for winter pickup and storage. Work with Kreis on management of new rental payments. Begin staff discussion of 2020 drill rental program particularly in terms of managing the program entirely in-house through District. Field tour with McBride of Petty Creek and Graves Creek as part of new employee orientation. Site visit to Oxbow Cattle Company with NRCS to tour pasture management strategies.

Communication and Outreach: Correspondence and meeting with McBride and Max Rebholz (Missoula Co. Office of Emergency Management) to discuss District's grant programs and future partnering possibilities. Meeting with McBride and Jerry Marks and Bryce Christiaens of Missoula Co. Weed District and Extension on future partnering opportunities, particularly the idea of a future Master Land Steward course. Review of District website; work with Kreis to post new upcoming events and opportunities; begin developing ideas for additional website updates and revisions. Initial discussion with McBride on winter newsletter development and District rebranding ideas.

Jen McBride – Resource Conservationist – November 4, 2019 – December 9, 2019

310 Administration: Reviewed and edited 310-law related correspondence following the November 4, 2019 District Meeting. Corresponded and assisted individuals regarding 310 projects, complaints, issues or inquiries including locations on Grant Creek, Drew Creek, Ninemile Creek, Rattlesnake Creek, Buck Creek, Camas Creek, Barber Creek,

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the Clark Fork River, and the Bitterroot River. Met onsite or in the office with landowners as needed regarding 310 inquiries and issues. Reviewed 310 Applications as they arrived. Attended 310 site inspections with Paul Parson, attending Supervisor. Ladd Knotek or Leo Rosenthal, MT FW&P attended inspections in respective areas of Missoula County. Prepared photos for PowerPoint and notes for the December meeting. Corresponded with other agencies regarding 310 projects, inquiries, issues, flooding, and complaints as needed.

Conservation Planning/Partnerships: Met with Bryan Vogt and discussed existing programs and ideas for no-till-drill and pollinator program. Composed letter to Grass Valley French Ditch company regarding the DNRC RRGL Grant. Directed inquiries on available grant programs for conservation assistance. Attended meeting with Missoula County Weed District & Extension regarding future program partnership, Big Sky Watershed Corps partnership, and grant program partnership. Corresponded regarding direct sponsorship requests and existing grant programs as needed. Attended MACD Convention in Kalispell and presented during the 310 Emergency Notice Panel discussion. Met with Vogt and representative from Missoula County Office of Emergency Management to discuss grant programs.

Office Administration: Reviewed Conservation District Meeting Minutes for November 4, 2019 and edited/added info as needed. Met with Kreis and Vogt weekly to review tasks, questions, and concerns. Completed onboarding paperwork and workspace requirements for Bryan Vogt, new Program Specialist position with the District. Corresponded with NRCS and agency personnel regarding office operations as needed. Submitted timesheets and time summary to the county. Worked with Vogt to purchase supplies needed for office space; ordered new phone for Bryan. Reviewed documents/letters as needed.

Other – Rebecca Ramsey, Swan Valley Connections, introduced herself to the Board and stated she previously worked with Ruby Valley as a Watershed Coordinator and loves Conservation Districts. Swan Valley Connections collaborates and works with landowners on restorative projects and they have highly trained technicians. They do a lot of education opportunities, K-12 programs and community programs and are asking Missoula Conservation District to become a partner with Swan Valley Connections.

New Business

Correspondence

Rattlesnake Creek Dam EA - McBride presented an email regarding the Rattlesnake Creek Dam Removal Project that is out for comment. Ladd Knotek, FWP, stated they have currently received 14 letters of support for the project.

Tim Hall moved to write a brief comment of support for the Rattlesnake Creek Dam Removal Project. Travis Greenwalt seconded the motion. All in favor, motion carried – unanimous.

DOA Young Ag Couple Conference - January 15-18, 2020 in Helena – McBride reviewed the request to sponsor a couple, and the Board did not have any one to sponsor.

Other Correspondence – McBride reviewed correspondence that included an informational letter from the Watershed Education Network; an email regarding CFAC's 4th Annual Pitchfest, and a PDF copy of Ibey's Nursery Subdivision BCC Approval letter.

Other New Business – Bryan Vogt reported that new training opportunities have been downloaded to the Missoula Conservation District website to include: the second biennial Montana Water Summit, March 3-4, 2020 in Helena; the Montana Soil Health Symposium: 2020 Vision & Beyond at the Billings Hotel and Convention Center on February 4-5, 2020; the 1st Annual Soil Innovations Conference on the Montana State University campus in Bozeman on March 30-31, 2020; the 2020 Farm Fresh Pitchfest event, February 20, 2020 at the Burns Street Bistro in Missoula and the 2020 Crop and Pest Management School in Bozeman on January 7 – 9, 2020.

Old Business

Grant Programs

District Programs

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Bitter Root RC&D Sponsorship for FY2020 – McBride reported receiving an invoice for \$300 for sponsorship for Bitterroot RC&D.

Libby Maclay moved to pay the invoice for \$300. Paul Parson seconded the motion. All in favor, motion carried – unanimous.

Other District Programs - McBride stated that Missoula Conservation District received an email from Lake County CD regarding a Pollinator program film and asked if we would host the film in Missoula. Art Pencek stated we should be promoting pollinators.

DNRC Sponsored

223 Grant – Seeley Lake Sewer District & Clearwater Resource Council – At the November 4, 2019 District Meeting, Jean Curtiss asked for support and funding of the grant and stated the deadline was February 15, 2020. Vogt is currently working with Curtiss on this grant.

Other DNRC Sponsored – GVFD Company & RRGL Grant – The Missoula Conservation District had sent multiple letters to the GVFD Co. regarding the DNRC Renewable Resource Project Planning Grant. The CD received a handwritten letter from Carl Saunders, Vice President of GVFD Co. on December 4, 2019. The letter stated they were unwilling to install the system as originally proposed and were exploring less expensive options. Discussion of cancelling the grant ensued. Hart encouraged emailing Saunders one last time prior to cancelling the grant.

Paul Parson moved that the Missoula Conservation District should email Carl Saunders notifying him that we are cancelling the grant funded by DNRC. Bob Schroeder seconded the motion. All in favor, motion carried – unanimous

MSU Extension/Weed District Collaboration – Fairgrounds – McBride noted that Bryce Christiaens will give an update at the January 13, 2020 District Meeting. John Hart reported that everything on the building is moving in the right direction.

MACD Convention Recap – McBride noted that she, B. Schroeder, Maclay, Parson, Vogt, and Kreis attended the conference. Maclay reported that MACD is supporting the CSKT compact, but Missoula CD decided to remain neutral by abstaining from voting on the resolution. Parson gave a very good presentation on restoration and water storage, and B. Schroeder stated it was one of the best conventions he has attended. A representative from a Conservation District in Whatcom County, Washington gave a very informative presentation on social marketing. The tours were very interesting, and there was much discussion on all the presentations.

HB 383 and 310 Rule Change – McBride reported she is working on the Administrative Rules and will send it to Hart for review when the recommended changes are ready.

Equipment Program –Vogt stated that the No Till Drill is ready to be picked up and stored at B. Schroeder’s property for the winter months. Vogt has received all rental agreements from Larry’s Tractors and all payments are up to date.

Other - No other old business to discuss.

Payment of Bills

Tim Hall moved to pay the bills. Bob Schroeder seconded. All in favor, motion carried—unanimous.

Warrants:

Ck # 2641	Verizon – District cell phone	\$ 117.38
Ck # 2642	First Interstate Bank Mastercard	\$ 96.99
Ck # 2643	Charter Communications	\$ 89.99

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	TOTAL	\$ 304.36
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Checks:

Ck # 1500	Missoula Conservation District – transfer to petty checking	\$ 2,394.74
Ck # 1501	Carol Stevenson – RPG 02-19	\$ 500.00
Ck # 1502	Watershed Education Network – Annual Sponsorship 2020	\$ 5,000.00
CK # 1503	Bitterroot RC&D – Annual Sponsorship 2020	\$ 300.00
CK# 1504	University of Montana Accounts Receivable – 12/09/19 holiday meal	\$ 467.54
	TOTAL:	\$8,662.28

Adjournment

Tim Hall moved to adjourn the meeting at 10:30 pm. Travis Greenwalt seconded. All in favor, motion carried — unanimous.

Voting Record – CD Supervisor	IN FAVOR	OPPOSED	ABSTAIN
Tim Hall	15		
Libby Maclay	15		
Travis Greenwalt	15		
Paul Parson	15		
Art Pencek	15		
Bob Schroeder	15		
Sidney Wills	15		

The next Missoula Conservation District meeting is scheduled for Monday, January 13, 2020 at 7:00 p.m. in the USDA Service Center conference room at 3550 Mullan Road, Suite 106, Missoula, MT 59808.