

Missoula Conservation District
March 13, 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), Josh Schroeder* (Associate Supervisor), Radley Watkins (Staff), Bryan Vogt* (Staff), Sonja Skovlin (Staff), Julia Drennan (BSWC Member)

Additional Attendees: John Hart* (Senior Deputy County Attorney), Sabrina Schuler (NRCS Soil Conservationist), Ladd Knotek (MT FWP), Nels Larson (MS-04-23), Mike Day, WGM Group (MS-06-23), Stephanie Todd* (Mineral Co. CD), Charlee Thompson* (Mineral Co. CD), Cathy Tsukimura* (Mineral Co. CD)

*Denotes virtual participation via Zoom

Absent: Sidney Wills (Supervisor)

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

Minutes – Maclay requested the motion for Violation No. CM-10-22 state that a letter was sent since the complaint was deemed a violation. Watkins stated that the motion would be modified to read, “Paul Parson moved to send the landowner a letter requiring that no mowing occur within 30 feet from the ordinary high water mark of Grant Creek in order to resolve Violation No. CM-10-22.”

Libby Maclay moved to approve the February 13, 2023 Board Meeting minutes with the discussed addition to CM-10-22. Travis Greenwalt seconded the motion. Vote was unanimous in favor – motion carried.

Treasurer’s Report – Travis Greenwalt presented the following account balances from the District’s QuickBooks Balance Sheet dated March 9, 2023 included in the Supervisors’ meeting packets. Also included was the year-to-date Profit and Loss report dated March 9, 2023.

First Security Bank – Checking	\$13,729.89
First Security Bank – Petty Checking	\$936.98
First Security Bank – Savings	\$95,447.64
DADCO Savings	\$193,053.38
Tax Mill Levy Account at County	\$437,071.41
Total Bank Accounts	\$740,239.30

Public Comment – None

NRCS Report –Sabrina Schuler, Soil Conservationist, briefly introduced herself and stated she was substituting tonight for Travis Lemke who was attending a meeting in Billings. She reported pre-approvals for TIP EQIP contracts are taking place and that Community Agriculture is a new statewide funding pool available. Schuler is also in the process of developing a TIP proposal for the Lower Ninemile. She reported that no applications have been received yet for the Lower Miller Creek TIP due to some challenges in

working with the HOAs within the TIP boundary. However, there has been some progress in working voluntarily with Missoula County and NW Energy on their properties on Lower Miller Creek. Another TIP outreach event at Oxbow Cattle Co. is being planned for this June. Schuler reported she and Lemke, along with Watkins have been participating in urban/community ag bi-weekly meetings with local producers.

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.

MS-03-22 – Kirk Mace – Saint Lawrence Creek – Culvert Replacement
Geocode: 04-2202-17-1-01-03-0000

Watkins reviewed site location slides, photos from the prior 2022 site inspection, and the project associated with Permit No. MS-03-22. The permit currently expires on March 14, 2023. The applicant requested a one-year extension since not all components of the project have been completed.

Paul Parson moved to approve a one year extension to 310 Permit No. MS-03-22 with all other provisions of the permit remaining unchanged. Art Pencek seconded the motion. The vote was unanimous in favor - motion carried. A letter stating the Board's decision will be sent to the applicant.

310 Permit Applications

MS-53-22 (Tabled 1/9/2023) – Shannon Dougherty – LaValle Creek – Bridge Construction
Geocode: 04-2325-13-1-01-13-0000

Watkins reviewed site location slides, plans submitted with the application, photos from the site inspection, and concerns previously discussed regarding the need for additional plan details. He displayed a revised site plan received from Dougherty that includes cross drains installed on both approaches that direct runoff into a vegetated swale on either side of the bridge. Watkins clarified that Dougherty verbally mentioned using rubber flap style cross drains although there is no specific mention of them in the plans, only a general reference to cross drains. Watkins stated that Dougherty told him that she had sought engineers' services but found them to be cost prohibitive. The Board discussed that rubber flap style cross drains need to be substantial enough and installed correctly to function properly. The Board also reviewed the set back of the footings and the length of the bridge. Watkins recommended that if the project is approved, that this permit incorporate the same conditions specified in the original permit, MS-10-20.

Robert Schroeder moved to approve Application No. MS-53-22 with modifications requiring best management practices for runoff and sediment management, to incorporate all the requirements of the previously issued 310 Permit No. MS-10-20, and to waive the 15-day waiting period after the Board's

decision. Paul Parson seconded the motion. The motion carried with 5 in favor; Art Pencek abstained. A letter stating the Board's decision will be sent to the applicant.

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

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

Watkins reviewed the request sent to the applicant to delay the site inspection until the site is free of snow. An email from the new County Floodplain Administrator, Matt Heimel, was displayed that articulated concerns about applicants' plans in relation to new riparian protection zoning ordinances. The Board discussed that it has not historically held up a 310 Permit until other permits have been obtained. Hart also advised the Board not to hold up the 310 Permit process based on this additional information from Heimel. Hart recommended the Board and District staff meet with County Planning Department staff to allow the District to gain a clear understanding of the new zoning regulations as they apply to riparian areas and to discuss the process for variances. Knotek discussed his recommendation for a bridge instead of a culvert. Watkins stated that the applicant reported a bridge would cost significantly more than a culvert according to their consultant. Knotek offered that with donated stringers the cost should be significantly less. The Board advised staff to offer future applicants suggestions for exploring project alternatives in instances where a third party has provided information that appears to conflict with the District's experience.

Travis Greenwalt moved to consider application MS-03-23 a project for consideration under the 310 Law and table any further action until a site inspection is conducted. Paul Parson seconded the motion. Vote was unanimous in favor – motion carried. A letter stating the Board's decision will be sent to the applicant.

MS-04-23 – John Nels Larson obo Alfred Aimi – Mormon Creek – Tree Removal and Berm Installation

Geocode: 04-2092-33-4-02-09-0000

Watkins reviewed slides and photos from the prior application (MS-15-20). Larson stated that inclement weather prevented him from completing the project last November, and he did not renew his application before Permit No. MS-15-20 expired. Larson also reviewed current site conditions.

Robert Schroeder moved to consider application MS-04-23 a project for consideration under the 310 Law, to approve the project with modifications incorporating all requirements of the previously issued permit MS-15-20, and to waive the 15-day waiting period after the Board's decision. Travis Greenwalt seconded the motion. The motion carried with 5 in favor; Libby Maclay abstained. A letter stating the Board's decision will be sent to the applicant.

MS-05-23 – Malcolm Miller obo Robert Foote – Clark Fork River – Tree Removal

Geocode: 04-2200-17-2-01-02-7000

Watkins presented site location slides and reviewed the history of a recent application (MS-52-22) for the same project that was withdrawn by applicant. The first application was withdrawn because the HOA wouldn't pay for removal of the tree. The apartment owner who would be impacted if the tree fell onto their apartment has committed to pay for tree removal, resulting in this new application. Watkins also displayed the email received from DNRC claiming that they do not own the parcel immediately adjacent to the river where the tree is located. As the land ownership is still in question as is who would care for any trees planted to replace the removed tree, no replanting is recommended for this project.

Art Pencek moved to consider Application MS-05-23 a project for consideration under the 310 Law, moved to approve the project as proposed, and to waive the 15-day waiting period after the Board's decision. Robert Schroeder seconded the motion. Vote was unanimous in favor – motion carried. A letter stating the Board's decision will be sent to the applicant.

MS-06-23 – Erck Hotels – Grant Creek – Hotel Construction
Geocode: 04-2200-05-3-01-09-0000

Watkins displayed site location slides, details from the application, and Permit No. MS-61-19 that was previously issued for this project. That permit expired on December 10, 2020. Watkins presented photos taken prior to former hotel's demolition and photos showing the current status of new hotel construction. In a recent meeting with project managers, he learned that the riparian area was previously identified at the time of deconstruction of the old hotel at the site. The fenced off riparian area has not changed, and that some work is occurring fairly close to the creek. Watkins requested a new site plan to reflect the changes in footprint from the original plans, and the applicant has provided the new plan included with this application. Hall reviewed his team member report that recommended only a mower deck width (~5 feet) of lawn be allowed between the parking lot and the riparian area with the remaining area to consist of native riparian vegetation. Hall noted that he had conducted the prior site inspection and stated there is active bank erosion, some associated with this property and some that is not part of this project but on the neighboring property. He suggested the property owner be notified. Knotek reviewed his team member report that recommended more planting be included in the upstream area adjacent to a planned parking lot.

Mike Day with WGM Group introduced himself and stated that as part of a more robust revegetation and best management practices (BMP) plan to be submitted, the applicant's intent is to restore as much riparian habitat as possible and to plant vegetation such as hawthorn and wood rose to deter human disturbance of the riparian area. He also discussed planting clumps of willows to stabilize the banks, construction of a fence to limit riparian access points, and educational signage to inform patrons about restoration efforts. The Board emphasized the need to strive to achieve a 30-foot riparian buffer where possible and plantings in perpetuity beyond the construction of the hotel. The Board also stated that compacted soil in the construction area will need to be addressed before it is reseeded. Day stated he will recommend that a professional restoration company or natural resource specialist be used for the plantings and not simply a landscape company.

Tim Hall moved to consider Application No. MS-06-23 a project for consideration under the 310 Law, to table the application until a revegetation plan is received, and to send a letter to the applicant notifying them of this requirement. Libby Maclay seconded the motion. Vote was unanimous in favor – motion carried. A letter stating the Board's decision will be sent to the applicant.

310 Complaints

CM-11-22 – Jack Hamilton – Morrell Creek – Vegetation Removal
Geocode: 04-2540-14-2-02-17-0000

Watkins stated that a site inspection will be conducted in the spring when snow is off the site. The Board took no action at this time.

CM-01-23 – Mate and Holly Steurer – Barber Creek – Excavation Near Creek
Geocode: 04-2992-29-1-01-04-0000

Watkins reviewed this complaint that he first discussed at the February meeting during Inquiries and Issues. He displayed site visit photos and discussed that the landowner's actions took place a considerable distance from the current location of the creek. This was also confirmed by a local DNRC Forester. Watkins recommended that this not be considered a violation of the 310 Law.

Tim Hall moved to declare the action taken not to be in violation of the 310 Law as the work conducted was outside of the jurisdictional buffer zone of Barber Creek and to further dismiss Complaint No. CM-01-23. Paul Parson seconded the motion. Vote was unanimous in favor – motioned carried. A letter stating the Board's decision will be sent to the applicant.

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 that 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 that the expiration date for Permit No. MS-22-22 is actually June 14, 2023, and the 310 Permit had not expired in January as he reported last month. Turley was sent a letter stating the work needed to be completed by the June deadline.

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 stated that a site visit will be conducted once the snow melts to determine if there is still any remaining fill left in the creek that Wheeler needs to remove.

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

Watkins reviewed the recent violation determination. Violation CM-10-22 will remain on the agenda until a follow-up site visit is conducted to determine mowing within the buffer zone is no longer occurring.

310 Inquiries & Issues

Watkins reviewed the email from the new County Floodplain Administrator, Matt Heimel, that addressed new riparian protection zoning ordinances. Watkins stated that Heimel informed the office that the County's minimum vegetated buffer for streams within the new Riparian Resource Protection Area is 50 ft, and that clearing of native vegetation within 50 ft from the ordinary high watermark of a stream is

prohibited in the FEMA-designated floodway and is a violation of the County Floodplain Regulations. Watkins suggested that perhaps these 50-ft buffers should be considered in future cases of mowing and vegetation clearing even when the Board has historically considered a narrower buffer zone on certain small streams.

Reports

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

Montana FWP – Ladd Knotek reported there is a landowner on the Clearwater River who would like to put a conservation easement on property recently purchased to prevent it from being further subdivided.

DNRC Conservation District Bureau – Hailey Graf's written report was included in Supervisors' meeting packets. Vogt brought attention to the need to secure a new insurance policy before the end of the fiscal year. New quotes obtained by other conservation districts have been significantly more expensive than the previous group policy. He also reported that Jason Garber, DNRC 310 Law specialist, has left this position.

Bitter Root RC&D – Maclay provided a written report from Pam Gouse.

Dept. of Ecology and Extension/Weed District/New Building – Watkins reported that the Missoula County Department of Ecology and Extension (MCDEE) hosted the recent AIS regional short course in Missoula and that he gave a presentation on shoreline management BMPs.

Watershed Groups – Watkins stated that the Rattlesnake Creek Watershed Group has offered to help with 310 Permitting outreach.

Planning Board Update – Josh Schroeder reported that there have been two meetings since the beginning of the year. The February 17th meeting focused on the Hwy 93 Lolo to Florence project, one of many planning projects in need of funding. The Planning Board also approved a request to rezone property along Deer Creek Road to allow for fewer homes than currently zoned for that will benefit a local apiary (bee) business.

Water Quality District – Hall stated that the meeting for this week had been cancelled. A meeting is planned with the EPA to discuss more sampling at Smurfit-Stone.

District Committees – The Personnel Committee met to conduct Watkins' and Vogt's annual evaluations. The Grants Committee reviewed several questions from staff recently via email. Greenwalt of the Budget Committee reported talking to the DA Davidson (DADCO) advisor about moving some funds to T-bills. In response to a Board question regarding Certificate of Deposits (CDs), Greenwalt stated that CDs are not part of the District's current investment strategy and are therefore not allowed. The Board requested the Budget Committee convene to make official recommendations at the next meeting. Greenwalt will coordinate this committee meeting and invite the DADCO advisor to attend in order to provide guidance.

Missoula CD Employees – Written reports were included in the Supervisors' packets.

Sonja Skovlin, Outreach and Office Coordinator
Office Operations:

- General onboarding:
 - Acquired LincPass and onboarded with FPAC-NRCS on MCD laptop
 - EO training with Area 5 EO Representative Heidi Fleury on 2.17.23
- Checked District's general email and QuickBooks accounts daily; received/distributed agency mail daily
- With guidance from Vogt,
 - 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, January approved minutes, and February 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

Stream Permit Processing:

- Assisted with file management of 3 new 310 Permit Applications and one Complaint
- Answered then transferred several 310 inquiry calls to Watkins

Bookkeeping/Accounting

- With guidance from Vogt:
 - Prepared checks to be sent to quarterly grant recipients.
 - Prepared checks in payment to vendors for Western Montana Agriculture & Grazing Conference
 - Reconciled First Security Bank accounts (3) and DA Davidson account in QuickBooks.
 - Prepared monthly claims

Special Assignments:

- Attended Area 5 EO and Pollinator Initiative Training in Ronan
- Participated in MACD Employee Roundtable virtual discussion focusing on Canva, an online graphic design tool
- Participated in team meeting with Missoula County Tech/IT Team on 3.3.23 to discuss their services and implementation of them prior to and after MCD move to new building

*1 Holiday (Presidents Day)

Bryan Vogt - Program Specialist

Office Administration:

- Assisted in facilitating and taking notes at the Feb. 13th Board meeting (in-person & virtual)
- Edited minutes prepared by Skovlin from the Feb. 13th Board meeting
- Continued onboarding training and guidance for Skovlin:
 - Submitting monthly claims to the county for payment; entering monthly claims into QuickBooks
 - Posting Jan 9th approved meeting minutes to District website
 - Handling deposits, expenses, and account reconciliations in QuickBooks
 - Meeting preparation including monthly claims, agenda, financial reports, and upcoming events
 - Sending agenda to the county for public posting; posting agenda on the CD website
 - Sending out meeting notice emails

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- Updating quarterly Supervisors' reimbursement claims
- Putting together Supervisor packets for monthly Board meeting

Program Assistance:

- Participated in staff meeting with Missoula Co. IT Dept. to discuss migration to the county system
- Participated virtually in Area 5 EO Meeting and Pollinator Initiative training
- Provided training to Skovlin:
 - Processing of 3 new 310 Permit Application and 1 new Complaint
- With Watkins, participated in meeting with Farmers Conservation Alliance on selecting project alternatives for the PL566 Preliminary Investigation Feasibility Report (PIFR) – Middle Clark Fork Corridor Project
- Montana Native Seed Network (MTNSN):
 - Edit draft Cooperative Agreement provided by DNRC
- Coordinated and facilitated a Grants Committee meeting on Feb. 13th prior to the Board meeting
- Continued management of Grants Program:
 - Final payment issued for DNRC Pollinator Grant 23P-21-0010 (UM Firewise Garden)
 - Final payment issued for DNRC Education Min-Grant 23G-22-3317 (Leave No Weeds)
 - Award letters and payments issued for newly approved MCD Mini Grants, including 1 Continuing Education Mini-Grant, 2 Operations Mini-Grants, and 2 Education Mini-Grants
 - Informed applicants of newly approved MCD Education Cost Grant and Riparian Planting Mini-Grant, both being reimbursement style awards
 - Updated MCD Grant forms for next application cycle; posted updated application forms and information on MCD Grant webpage
 - Handled request for time extension on ECS-01-22 (WEN Family Citizen Science Program)
 - Handled request for minor scope of work modification on ECS-02-22 (Bear Smart Missoula)
- Submitted 3 Missoula County Envirothon Team registrations to Cascade CD

Technical Assignments:

- Replied to 1 no-till drill rental inquiry email

Communication and Outreach:

- Drafted and submitted press release on recently awarded MCD Grants and next application cycle
- Correspondence to Envirothon teams regarding current year's participation and deadline for registration
- Correspondence with Missoula Co. Weed District regarding grant assistance and partnering opportunities

**1 Holiday (Presidents Day); 3 days Vacation Leave; 1.5 days Sick Leave*

Radley Watkins - Resource Conservationist

Office Administration:

- Coordinated the February District Board meeting
- Reviewed/edited/approved draft February 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 Vogt, drafted and approved agenda for March 13, 2022, District meeting
- With Vogt continued training for Skovlin, Outreach and Office Coordinator

- Created Zoom Link for February Supervisor meeting and past to Vogt
- Reviewed and edited the draft minutes from the February 13, 2023 Board meeting
- Wrote Chairman update for February meeting
- Reviewed Vogt's and Skovlin's work, including Employee Report, Invitee List, Upcoming Events, and more
- Attended Interpretative Planning Committee on Rocky Mountain Gardens & Exploration Center
- Met with Bryce Christens to discuss new building and MCD's presence on campus
- Drafted MCD's Strategic Management Plan
- Reviewed invoice for Montana State Fund
- Met with Personal Committee
- Worked with County HR to implement staff cost of living adjustments
- Worked with County Payroll to modify Skovlin's timesheet program
- Contacted two local representatives on behalf of Montana Association of Conservation Districts to inform them about the importance of a proposed funding bill
- Wrote two letters of support of a grant on behalf of the Flathead Biological Station and the Upper Columbia Conservation Commission
- Participated in staff meeting with Missoula Co. IT Dept. to discuss migration to the county system
- Delivered payment to the Conflux and DoubleTree for Western Montana Agriculture & Grazing Conference

310 Law Administration:

- Followed up on 310 actions taken at February District Board meeting by writing and sending letters
- Reviewed and processed three (3) new 310 application (one after agenda deadline)
- Conducted one (1) site visit with Drennan
- Conducted two (2) site inspections with Hall and Knotek
- Met with MS 53-22 applicant to work on site plan
- Discussed MCD's case on LaValle Creek with Attorney Hart

Program Management:

- Worked with Drennan who crafted MCD's year (22) at-a-glance handout
- Met with Grants Committee on Feb. 13th
- Gave Shoreline Management talk at Aquatic Invasive Species (AIS) Short Course held by the Missoula County Department of Ecology and Extension (MCDEE)
- With Drennan, tabled on behalf of MCD at AIS Short Course held by MCDEE
- Attended Three Rivers Collaborative Meeting
- Attended Grant Creek Working Group meeting with Drennan
- With Skovlin and Drennan Area 5 EO meeting and Pollinator Initiative training
- With Vogt, participated in meeting with Farmers Conservation Alliance on selecting project alternatives for the PL566 Preliminary Investigation Feasibility Report (PIFR) – Middle Clark Fork Corridor Project
- Participated in Montana Native Seed Network (MTNSN) principal partners meeting with M. Butts and Vogt
- Edit draft Cooperative Agreement provided by DNRC for MTNSN
- With Vogt, reviewed grant applications submitted

- Worked on writing up Local Working Group Meeting notes
- Had staff draft press release on recently awarded MCD Grants and next application cycle
- With Drennan, met with representatives of the Rattlesnake Watershed Group
- Correspondence with Mr. Hansel at Big Sky HS regarding Envirothon teams needs
- Met with Dale Frye regarding restoration of lower Grant Creek on his property
- With NRCS partners attended community agriculture working group at Turner Farms
- Participated in Missoula Wastewater Treatment Nutrient TREND team meeting

**1 Holiday (Presidents Day); 1 hr Sick Leave*

Middle Clark Fork Corridor Project (PL 566) – Watkins reported that he and Vogt met again with FCA consultants to consider project alternatives. Some projects were determined to be too far along while others were not developed enough. Grass Valley Ditch and Hellgate Valley Irrigation Diversion/Restoration look to be the most viable projects to move forward for PL566 consideration in the PIFR.

Other Reports

Local Working Group – Watkins mentioned that he is working on the LWG report.

MCD Strategic Plan – Watkins presented a summary of the Strategic Plan that was agreed upon during the strategic planning meetings and pointed out suggested modifications shown in red text. He reviewed these changes and the reasons for recommending them. The Board directed staff to present an updated, finished version at the next meeting.

New Business

Correspondence and Upcoming Events – Vogt reported receiving a Notice of Water Rights transfer from Missoula County. He also mentioned a MACD notice regarding an online Farm Bill formulation debate and discussion opportunity that he will forward to any interested Supervisors. Additionally, there is an upcoming Smurfit-Stone meeting in Helena with a regional EPA director to discuss additional sampling needs. The Upcoming Events sheet was included in the Supervisors' meeting packets for review.

Site Inspections Scheduling – Next month's site inspections will take place on Monday, April 3, 2023. Watkins will request Supervisor participation in advance of this date.

CPR/AED Training and Certification for Staff – Skovlin stated that the Lifelong Learning Center offers two levels of training, and the cost for staff/BSWC would run between \$300-400, depending on the course. The Board supported the request; no motion was needed as there is funding in the budget for training.

Meeting Dinner – Watkins reviewed the idea of having a Meeting Dinner Committee. Hall felt a committee wasn't needed but recommended Supervisors RSVP to staff and decide at the current month's dinner where the dinner prior to the next meeting will be held. Supervisors agreed that they will meet at Stone of Accord at 5 pm on April 3rd. The Board clarified that all staff are welcome but not obliged to attend pre-meeting dinners.

Montana Native Seed Network – MOU – Vogt reviewed two drafts of a Cooperative Agreement between the District and DNRC Nursery, the first including modifications proposed by District staff and the second

being subsequently revised by DNRC legal counsel and financial staff. The revised agreement is limited to 5-years and focusses on the \$50,000 of financial support pledged by the Board. Supervisors discussed that the District was approached to join the MTNSN as the principal partner, not simply as a grant provider for startup funds. There was consent from the Board that a minimum 10-year timeframe be agreed to with the ability to have the agreement renew. Additionally, no financial assistance will be provided until a signed agreement has been executed.

Letters of Support for EPA Columbia River Basin Restoration Funding Assistance Program – Toxic Reduction Lead for Flathead Lake Bio Station and UC3/Flathead Basin Commission – Watkins reported on writing a letter of support for these two entities.

County Computer System Update – Watkins reported that staff met with representatives from the County Information Technology (IT) team regarding transitioning to the county system. He suggested that the District migrate soon and use both the County’s system and current USDA network prior to our move. This would allow staff to work out the transition before we no longer have access to the current USDA system. The Board voiced their support of moving forward with this approach.

Programs

Grants Program:

MCD Grants:

2023 Envirothon – Vogt reported that the Grants Committee approved covering the registration fees of \$150/team for any Missoula County teams as registrations were due prior to tonight’s meeting. There will be a total of 3 teams from Missoula County attending, two from Big Sky HS and one from Missoula FFA. There are no teams attending from Frenchtown, Sentinel, or Hellgate this year, but those coaches did indicate that they are interested in putting teams together for next year. All teams were sent a form to fill out if they are interested in requesting additional travel funding assistance to attend Envirothon.

Montana Natural Resources Youth Camp donation/sponsorship request – Vogt reported that once Envirothon matters are taken care of, he will contact schools informing them about the camp and that the District is willing to consider sponsoring students interested in attending.

Sponsored Grants:

Bryan is working on a required interim reporting for DNRC 233/CD Project grants that are due by mid-April. He and Watkins will meet tomorrow with MCDEE staff to discuss partnering on education projects and their request to be sponsored for a DNRC Education Mini Grant and potentially an MCD Public Partnering Cost Share Grant. DNRC Education Mini Grant rules have changed and now allow for up to \$5,000 awards for annual events occurring over multiple years.

Equipment Program – Vogt reported that individuals are calling to schedule the no-till drill in April as long as weather and field conditions allow. He will coordinate with the fairground’s maintenance staff on a date to take the drill out of winter storage and bring it back to the office for the Spring 2023 rental season. The Equipment Committee confirmed that no meeting will take place prior to the rental season as was done in prior years, as they did not feel a meeting was necessary at this time.

Pollinator Program – Skovlin reported that she, Watkins, and BSWC member Drennan had attended the Area 5 Pollinator Initiative training hosted by Lake Co. CD in Ronan on February 28th, and that Vogt had participated virtually. She mentioned Heidi Fleury’s pitch of utilizing plugs over seeds since she has seen more success with the former. Plug sets will be available to each Area 5 CD to sell to the public this spring.

Wildlife Damage & Habitat Conservation Program – Watkins reported that the Missoula Bear Smart Working Group is moving forward with an outreach campaign.

Urban & Small Agriculture Program – No report given.

Other New Business – Watkins requested approval from the Board to table at the MUD Earth Day event on April 22, 2023. The Board supported this request.

Hall asked Mineral County CD members for feedback on the meeting and prompted them for questions. Stephanie Todd, speaking on behalf of the members, stated that they appreciated being able to attend virtually. Mineral County CD is receiving an increased number of 310 applications and is seeking approaches to streamline the review process.

Old Business

Other Old Business – none.

Payment of Bills and Claims

Tim Hall moved to pay the bills and claims. Robert Schroeder seconded the motion. Vote was unanimous in favor – motion passed.

Checking Account

Date	Description	Charge	Deposit	Balance
	Balance from February meeting			\$15,174.79
2/13/2023	DNRC Education Mini Grant: Leave No Weeds		\$500.00	\$15,674.79
2/13/2023	DNRC Pollinator Grant: UM Firewise Garden		\$6,492.00	\$22,166.79
2/17/2023	Deposits from Western MT Grazing & Ag Conference		\$9,925.20	\$32,091.99
2/22/2023	Check 1565: University of Montana - Pollinator Grant	(\$5,901.90)		\$26,190.09
2/22/2023	Check 1566: Weed District - DNRC Ed Mini Grant	(\$500.00)		\$25,690.09
2/22/2023	Check 1567: Deirdre Black - Continuing Ed Mini Grant	(\$35.00)		\$25,655.09
2/22/2023	Check 1568: Lolo WG - Operations Mini Grant	(\$500.00)		\$25,155.09
2/22/2023	Check 1569: S4S - Operations & Education Mini Grants	(\$1,000.00)		\$24,155.09
2/22/2023	Check 1570: Big Sky HS - Education Mini Grant	(\$500.00)		\$23,655.09
2/23/2023	Check 1564: Double Tree - Western MT Gr & Ag Conf	(\$9,925.20)		\$13,729.89
	Totals	(\$18,362.10)	\$16,917.20	
	NET TOTAL	(\$1,444.90)		

Petty Checking Account

Minutes
 Missoula Conservation District
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Date	Description	Charge	Deposit	Balance
	Balance from January meeting			\$1,276.97
1/9/2023	Montana Club - January meeting meal	(\$225.00)		\$1,051.97
1/9/2023	Walgreens - meetings supplies	(\$24.17)		\$1,027.80
1/10/2023	City of Missoula - downtown parking	(\$1.00)		\$1,026.80
1/10/2023	Missoula Office City - office supplies	(\$34.23)		\$992.57
1/11/2023	Healthy Acres Foundation - Grazing & Ag. registration	(\$50.00)		\$942.57
1/11/2023	Transfer from Checking		\$800.00	\$1,742.57
1/11/2023	Albertsons - LWG meeting supplies	(\$55.01)		\$1,687.56
1/16/2023	SWCDM - 3 registrations for Soil Health Symposium	(\$330.00)		\$1,357.56
1/24/2023	Gosoftware - MS Suite for new laptop	(\$73.56)		\$1,284.00
1/31/2023	Zoom - monthly fee	(\$31.10)		\$1,252.90
2/6/2023	Intuit Quickbooks - annual online subscription	(\$915.00)		\$337.90
2/7/2023	Transfer from Checking		\$2,100.00	\$2,437.90
2/9/2023	Billing Hotel & Convention-Soil Health Symp. lodging	(\$436.72)		\$2,001.18
	Totals	(\$2,175.79)	\$2,900.00	
	NET TOTAL	\$724.21		

Savings Account

Date	Description	Charge	Deposit	Balance
	Balance from February meeting			\$43,444.77
2/17/2023	Transfer of Earmarked Funds from Mill Levy Account		\$52,000.00	\$95,444.77
2/28/2023	Interest		\$2.87	\$95,447.64
	Totals	\$0.00	\$52,002.87	
	NET TOTAL	\$52,002.87		

DA Davidson Account

Date	Description	Charge	Deposit	Balance
	Balance from January meeting			\$192,916.47
1/31/2023	Interest		\$4,287.14	\$197,203.61
	Totals	\$0.00	\$4,287.14	
	NET TOTAL	\$4,287.14		

Tax Mill Levy Account (Warrants/Claims)

Date	Description	Charge	Deposit	Balance
	Balance from January meeting			\$498,594.77
12/31/2023	Mill Levy, Interest, & State Entitlement payment		\$24,553.15	\$523,147.92
1/11/2023	Verizon Wireless - District cell phones	(\$104.54)		\$523,043.38
1/11/2023	Charter Spectrum - office internet	(\$109.99)		\$522,933.39
1/11/2023	Montana State Fund- Workers Comp premiumn	(\$474.16)		\$522,459.23
1/11/2023	MACDEO - 2023 dues x 3	(\$90.00)		\$522,369.23
1/11/2023	Radley Watkins - Reimbursement CFM space rental	(\$10.00)		\$522,359.23
1/11/2023	Quarterly Supervisor Reimbursements	(\$7,288.76)		\$515,070.47
1/13/2023	Payroll - Pay Period 1	(\$6,023.95)		\$509,046.52
1/27/2023	Payroll - Pay Period 2	(\$6,929.84)		\$502,116.68
	Totals	(\$21,031.24)	\$24,553.15	

Adjournment

Tim Hall moved to adjourn the meeting at 10:02 pm. Robert Schroeder seconded the motion. Vote was unanimous in favor – motion passed.

Voting Record – CD Supervisor	IN FAVOR	OPPOSED	ABSTAIN
Tim Hall	10	-	-
Libby Maclay	9	-	1
Travis Greenwalt	10	-	-
Paul Parson	10	-	-
Art Pencek	9	-	1
Robert Schroeder	10	-	-
Sidney Wills	Absent	-	-

Minutes
Missoula Conservation District
March 13, 2023

The next Missoula Conservation District meeting is scheduled for **Monday, April 10, 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.

APPROVED