



Missoula Conservation District
July 14th, 2025 5:30 p.m.
1075 South Avenue West, Missoula, MT 59801 – with virtual option

Missoula Conservation District Attendees: Tim Hall (Chair), Libby Maclay (Vice-Chair), (Supervisor), Art Pencek (Supervisor), Robert Schroeder (Supervisor), Paul Parson (Supervisor), Karen Williams* (Associate Supervisor), Radley Watkins* (Staff), Bryan Vogt (Staff), Sonja Skovlin (Staff)

Absent: Travis Greenwalt (Treasurer), Bart Morris (Supervisor), Josh Schroeder (Associate Supervisor)

Additional Attendees: Ladd Knotek (MT FWP), Travis Lemke* (NRCS), Nels Larson (APO-02-25), Ryen Neudecker (MS-20-25), Adam Switalski* (MS-21-25), Mattie Gould (MS-22-25), Joe Boyer Jr. (public), Grant Parker (public)

*Denotes virtual participation via Zoom

Call Meeting to Order – Chair Hall started the meeting at 5:36 pm.

Supervisor Libby Maclay had informed Chairman Tim Hall and Missoula CD staff in written correspondence dated June 13, 2025, that she was going to continue serving as a Board Supervisor until the end of her term, thereby rescinding her resignation announce at the end of the June 9, 2025, meeting.

June 9th, 2025 Board Meeting Minutes – Robert Schroeder moved to approve the June 9th, 2025 Board Meeting Minutes as presented. Art Pencek seconded the motion. The vote was unanimously in favor and the motion carried.

Treasurer's Report – Travis Greenwalt was not present for the meeting due to an excused absence. Sonja Skovlin presented the following account balances from the District's QuickBooks Balance Sheet dated July 10th, 2025, included in the Supervisors' meeting packets. Also included was the year-to-date Profit and Loss report and a Budget vs Actual Profit and Loss report, all dated July 10th, 2025.

First Security Bank – Checking	\$20,914.43
First Security Bank – Petty Checking	\$1,682.82
First Security Bank – Savings	\$58,561.96
DADCO Savings	\$207,037.08
Tax Mill Levy Account at County	\$345,835.17
Total Bank Accounts	\$634,031.46

Public Comment – No public comment was offered.

Reports

NRCS Report – Travis Lemke reported he and three other Missoula NRCS employees have been instructing sessions at the Montana Natural Resources Youth Camp occurring at Lubrecht



Experimental Forest. He stated that the field office learned that their 11th contract has been obligated this year through a combination of EQIP and CSP funds. He noted that this is half the number of contracts they handled in previous years, but that they are grateful for those projects that were funded. Lemke reported that everyone who applied for funding in Miller Creek were successful in procuring funds. He does hope to extend the Miller Creek TIP, but there is currently no certainty on whether Montana Focused Conservation and the TIP approach will be continued with the current administration. Lemke stated that his staff have conducted several outreach events since April, showcasing what NRCS does and educating youth.

County Attorney Report – John Hart was absent. No report was provided.

Montana FWP –Ladd Knotek reported that FWP has placed fishing restrictions on local rivers due to maximum daily temperatures exceeding thresholds. These restrictions can be implemented due to temperature and/or flow, but most often it is due to high stream temperatures in our region. Reaches of the Clark Fork River, the Bitterroot River, and the Blackfoot River have met criteria for hoot owl restrictions. He stated that FWP is monitoring temperatures and flow of tributaries of these rivers, considering the habitat needs of bull trout and cutthroat trout. Knotek reported that water levels are similar to those levels of the previous year.

Knotek reported that the Big Blackfoot Chapter of Trout Unlimited is starting work on the redesigned and fish-friendly check dam project on the Clearwater River. Storing materials for this project will temporarily affect the nearby camping sites. Knotek informed the Board that he was contacted today by the same individual who contacted S. Skovlin at the MCD office about the culverts on Highway 12 near the mouth of Graves Creek needing to be fixed. He reiterated that Missoula County, which is resurfacing Highway 12, would need to decide to conduct work on the culverts. He also hopes the CD will soon see 310 permit applications for expanded irrigation diversions in the Swartz Creek area.

DNRC Conservation District Bureau – Catey Bauer, CD Specialist for western Montana CDs, submitted a report that was included in the Supervisor's meeting packets.

MACD – Watkins reported that MACD will now provide 310 legal counsel that DNRC previously provided to CDs through a contract.

Bitter Root RC&D – Libby Maclay stated that she did not have news to report.

Dept. of Ecology and Extension/Weed District/GWMEC Building – Watkins reported he took part in a meeting with MCDEE and the Butterfly House regarding 5 large new banners that will be placed on the front of the building.

Watershed Groups – Watkins reported that the Clark Fork Coalition has started filming in Miller Creek as part of the Innovation Conservation Grant MCD awarded to them.

Chair Hall reported that he attended a Lolo Watershed Group organizational meeting, and tabled at their free Kids Fly Fishing Education Day held July 10th at Traveler's Rest State Park. He stated that overall, it was well-attended. The day featured agency personnel and volunteers leading and helping



out with various classes. Participants had the opportunity to win door prizes and a grand prize of a rod and reel.

Planning Board Update – Josh Schroeder was absent, and no report had been submitted.

Water Quality District – Chair Hall reported there was no meeting held last month. The float past the Smurfit-Stone site planned for July has been postponed until September since none of the County Commissioners were available in July.

District Committees – No committee meetings were held last month. Chairman Hall stated that Watkins had requested that the Personnel Committee review some work planning items, which the committee will complete soon.

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

Other Reports - Vogt reported that he is assisting Pat O'Connell and Justis York of NRCS in teaching the soils class at the Montana Natural Resources Youth Camp. He stated that each instructor offers a unique and valuable perspective on the topic. The camp has about 25 participants from across Montana, eight of which are from Missoula County. Missoula County campers took advantage of all five of the camper registration fee sponsorships from MCD.

New Business

Correspondence and Upcoming Events – Information was included in Supervisor Packets. Skovlin shared an acknowledgement from Brandon Honzel for recognizing and supporting his efforts as the Big Sky Envirothon team coach.

Site Inspections Scheduling – Watkins reported that the next site inspection with Ladd Knotek will occur on August 4.

MCDEO Statewide Employee Training – Paul Parson moved to approve overnight travel expenses for two staff to attend the MCDEO Statewide Employee Training. Art Pencek seconded the motion. The vote was unanimous in favor and the motion carried.

Programs

Grants Program

MCD Grants – Reports were included in the meeting packet.

Outside Grants - Vogt reported that the DNRC awarded MCD with the CDA grant to cover \$3,500 in dues for FY26 and \$5,100 to reimburse MCD for 310 permit work in 2024. He noted that the Grants Report in Supervisor packets includes all outside grants.

Soil Health/Equipment Program – Vogt reported on repairs to the no-till drill. He detailed that the tongue broke, and that he ordered a replacement from Truax.

Pollinator Program/MTNSN – Chair Hall stated that M. Butts and the DNRC Nursery staff are appreciative of Skovlin's efforts to promote and obtain volunteers to assist with planting the



MTNSN foundation fields. Hall mentioned that he anticipates the DNRC Nursery to request financial assistance to help them purchase additional seed processing equipment.

Other New Business – None was offered.

Old Business

Accident Plan for District Supervisors – Chair Hall reviewed the visit from Chris Hindoein of RMIS at the last meeting. It was reiterated that John Hart recommended the District purchase the supplemental accident plan based on the additional benefits provided for the \$1,500 annual fee. The price for the security bonding that is required for the Conservation District to meet DNRC's interpretation of MCA was quoted at \$350 per year to cover all 7 board members and 3 staff members. While John Hart also recommended purchasing the bond, only consideration of the accident plan was included on this month's agenda. Consideration of the bonding will go on next month's agenda. Watkins stated that the surety bond keeps the CD in good standing with the DNRC Conservation Districts Accountability Assessment.

Libby Maclay moved to approve purchasing the Accident Plan for District Supervisors as supplemental coverage to the Missoula Conservation District's existing insurance plan at a cost of \$1,500 per year. Paul Parson seconded the motion. The vote was unanimous in favor and the motion carried.

MACD Resolution – A copy of the resolution that Watkins drafted was included in the meeting packet. Watkins reviewed parts of the resolution. He stated that he shared the draft resolution with Lewis & Clark Conservation District Administrator Chris Evans, who asked if she could copy the language of Watkins's resolution so that LCCD could submit an identical resolution from their area.

Art Pencek moved to submit the resolution to MACD for consideration. Robert Schroeder seconded the motion. The vote was unanimous in favor and the motion carried. The resolution will next be considered at the MACD Area 5 Annual Meeting.

Speaker Series – Chair Hall encouraged formation of an ad hoc committee to assist Watkins in developing a speaker series proposal for the Board to consider. Paul Parson, Robert Shroeder, and Karen Williams agreed to serve on this committee.

Missoula Chamber of Commerce Membership – Chair Hall reviewed this idea, introduced at the June Board meeting. Board members supported joining the Chamber, as it presents a continuous opportunity for MCD to communicate to the business community about what the CD does and about the mission of the agency. Watkins reviewed the membership levels and the cost of each. Watkins informed the Board of the opportunity to partner with the Chamber's Forestry committee who is already planning on hosting three forestry-related speakers. He said that the CD could host an additional 3 conservation speakers and provide the Balsamroot Room as a venue for all 6 presentations. Partnering with the Chamber would allow the join speaker series to provide adult beverages that might draw larger attendance.



Robert Schroeder moved to join the Missoula Area Chamber of Commerce at the \$495 per year rate and to review the benefits of membership prior to annual renewal. Art Pencek seconded the motion. The vote was unanimous in favor and the motion carried.

Work Planning - The Board reviewed the four work planning items included in the meeting packets. They agreed that two items – Tree Planting & Tree Planting Grant Program, and the Fish Barrier/Culvert Removal on Pattee Creek – should remain on Watkins' 2025 work plan. They acknowledged the need for Supervisor involvement to complete both items. Chair Hall stated that the tree planting had been suggested as a way for the CD to commemorate the 75th anniversary, but that the pandemic interfered with the timing. Watkins mentioned that the CD's 80th anniversary is in 2026. The Board agreed to remove the two other items – NRCS Local Working Group Meeting, and Conservation Tour – from Watkin's 2025 work plan.

Other Old Business – No other old business was presented.

310 Emergency Notices – None to discuss at this meeting.

Existing 310 Permits

MS-20-24 – Clark Fork Coalition obo Thomas and Donna Leik – Miller Creek – Channel/Bank Projects

Geocode: 04-2093-23-2-01-01-0000

Watkins displayed a photo of the fence and fence posts instream. At the June meeting the Board approved a motion to have the Clark Fork Coalition instruct their contractor to remove the fence posts. During a subsequent site visit, Paul Parson and Ladd Knotek agreed it would cause more harm to remove these posts than to leave them as installed within the stream channel.

Robert Schroeder moved to allow the fence posts installed within Miller Creek under existing 310 Permit No. MS-20-24 to remain as installed with notification to the Clark Fork Coalition and contractor that future, similar work should not include fence posts installed within the channel of a stream. Paul Parson seconded the motion. The vote was unanimous in favor and the motion carried.

APO Applications

APO-02-25 – Lolo Ditch Association c/o Nels Larson – Lolo Creek – Agricultural and Irrigation Projects

Geocode: 04-1975-06-1-02-04-0000

Watkins presented photos of the project area. Nels Larson described conditions leading to the need for continued debris removal from the diversion weir and fish screen, along with the need to repair the weir where certain rocks had become dislodged. Measures within the APO include clearing logs and debris off the top of the weir, keying dislodged rock back into place in the diversion weir, repairing the fish step pools with assistance from the Clark Fork Coalition and FWP, cleaning debris from the fish screen, and maintaining the access trail down to the site by clearing brush and trees that continually grow up within it. Knotek reviewed his TMR. Watkins noted that Larson had submitted an emergency notice for this site as flows had dropped to the point where installation of a tarp check dam was necessary to direct water into both the diversion/fish screen and through the adjacent fish ladder. He submitted the emergency notice after the agenda deadline so it will be



considered at the August meeting.

Paul Parson moved to make application No. APO-02-25 a project for review under the 310 Law, to approve the project with modifications incorporating recommendations from TMRs and to waive the 15-day waiting period following the Board's decision. Robert Schroeder seconded the motion. The vote was unanimous in favor and the motion carried, with Libby Maclay abstaining.

APO-03-25 – Oxbow Cattle Company c/o Bart Morris obo Grant Creek Ranch – Grant Creek – Agricultural and Irrigation Projects
Geocode: 04-2326-29-1-01-07-0000

APO-04-25 – Oxbow Cattle Company c/o Bart Morris obo Grant Creek Ranch – Grant Creek – Agricultural and Irrigation Projects
Geocode: 04-2326-21-3-03-21-0000

APO-05-25 – Oxbow Cattle Company c/o Bart Morris obo Grant Creek Ranch – Grant Creek – Agricultural and Irrigation Projects
Geocode: 04-2326-21-3-01-01-0000

All three of these APO applications were discussed collectively due to their similarities and location on the same landowner's property and stream. The APO application for each includes practices already being conducted to maintain each point of diversion. Both Paul Parson and Ladd Knotek's TMR recommended approval of all three applications with Knotek's including recommended modifications of requiring annual installation and removal of the diversion components only by hand, ensuring that the diversions are removed each year following the irrigation season, and the condition that no other work at the diversion sites is allowed without first obtaining an additional 310 permit.

Chair Hall moved to make applications No. APO-03-25, APO-04-25, and APO-05-25 each a project for review under the 310 Law, to approve each of the respective projects with modifications incorporating recommendations from TMRs, and to waive the 15-day waiting period for each project following the Board's decision. Art Pencek seconded the motion. The vote was unanimous in favor and the motion carried.

310 Permit Applications

MS-19-25 (tabled on June 9, 2025) – George Neumunz c/o Howard Anderson – Sixmile Creek – Crossings/Roads
Geocode: 04-2427-23-2-01-02-0000

The Board took no action.

MS-20-25 – Big Blackfoot Chapter of Trout Unlimited – Morrell Creek – Channel/Bank Projects
Geocode: 04-2331-04-2-01-03-0000

Watkins displayed a site location slide, photos of the project area, project design slides, and photos from the site inspection. Ryen Neudecker discussed the intent and goals of the proposed project. Paul Parson and Ladd Knotek in their TMRs addressed timing of project to minimize turbulence,



refraining from removal of vegetation, and refraining from excavating above high water marks. Robert Schroeder moved to make application No. MS-20-25 a project for review under the 310 Law, to approve the project with modifications incorporating recommendations from TMRs, and to waive the 15-day waiting period following the Board's decision. Libby Maclay seconded the motion. The vote was unanimous in favor and the motion carried.

MS-21-25 – Clark Fork Coalition c/o Adam Switalski obo TNC – Tributaries of Gold Creek – Crossings/Roads

Geocode: 04-2328-11-1-01-01-0000

Watkins presented a site location slide and slides showing project designs. Adam Switalski discussed the proposed installation of differently sized culverts in several tributaries to facilitate improved passage for aquatic organisms. Patrick Uthe and Art Pencek in their TMRs recommended approval of the project with modifications including countersinking of the culverts.

Art Pencek moved to make application No. MS-21-25 a project for review under the 310 Law, to approve the project with modifications incorporating recommendations from TMRs and to waive the 15-day waiting period following the Board's decision. Robert Schroeder seconded the motion. The vote was unanimous in favor and the motion carried.

MS-22-25 – Little Beaver Ranch c/o Mattie Gould – Ninemile Creek – Channel/Bank Projects

Geocode: 04-2427-17-1-03-04-0000

Mattie Gould discussed the proposed project that involves filling in a low area on the inside of a historic levee that fills with stagnant water and that grows algae, and that may contribute warm water to Ninemile Creek. Filling the area would negate these issues and add to shading of the stream once the native vegetation planted at the site matures. Paul Parson and Ladd Knotek reviewed their TMRs recommending approval of the project with the addition of placing some topsoil fill on the levee to allow for seeds to establish, along with submitting a revegetation plan to the District.

Robert Schroeder moved to make application No. MS-22-25 a project for review under the 310 Law, to approve the project with modifications incorporating recommendations from TMRs, and to waive the 15-day waiting period following the Board's decision. Paul Parson seconded the motion. The vote was unanimous in favor and the motion carried.

MS-23-25 – Kane Leithead obo Paul Rossignol – East Fork Graves Creek – Buildings/Structures

Geocode: 04-2090-17-1-01-01-0000

Watkins explained this application is identical to a previously approved 310 permit that has now expired without any work having been completed. The applicant was waiting on floodplain approval that was not received prior to the expiration date of the prior 310 permit. That permit had been approved as proposed.

Robert Schroeder moved to make application No. MS-23-25 a project for review under the 310 Law, to approve the project as proposed and to waive the 15-day waiting period following the Board's decision. Chair Hall seconded the motion. The vote was unanimous in favor and the motion carried.

310 Complaints



CM-06-25 – Marc and Tonya Davidson – Clark Fork River – Vegetation Removal

Geocode: 04-2201-18-3-05-13-0000

Watkins displayed photos taken from a recent float past the site showing a trail being cleared and established at the site with materials brought in and placed to facilitate access. A letter has been sent to the landowner, but no response has been received to date. The board took no action at this time, but did request that the landowners be sent a second letter.

CM-07-25 – Yvette Heintz – Clark Fork River – Unpermitted Steps to River

Geocode: 04-2201-18-3-02-02-0000

Watkins displayed photos taken from a recent float past the site showing stairs being built down to the shoreline. A letter has been sent to the landowner, but no response has been received to date. The board took no action at this time, but did request that the landowners be sent a second letter.

Existing Violations Needing Action

CM-01-24 – Glen and Rhonda Brownlee – Donovan Creek – Crossings/Roads

Geocode: 04-2095-08-3-01-05-0000

CM-04-25 – Stan Hendricksen – Lolo Creek – Vegetation Removal

Geocode: 04-2092-33-1-01-06-0000

CM-05-25 – Trevor Thornburg and Rick Thornburg – McCormick Creek – Excavation of Creek Banks

Geocode: 04-2429-27-4-01-06-0000

A letter received from Rick Thornburg in response to the violation determination was included in the meeting packets. The Board agreed that a 310 permit is still required as stated in the 310 violation letter. Watkins stated he had also informed Mr. Thornburg that the application needs to be submitted before the Board takes any additional action.

Existing Violations Pending Follow-up Inspection

CM-03-23 (Re: MS-17-23) – Tyler and Tracy Deeds – Clearwater River – Vegetation Removal

Geocode: 04-2540-14-2-02-05-0000

Nothing new to report. The Board took no action.

CM-10-23 – Patricia Coolidge – Clearwater River – Construction in a Riparian Area

Geocode: 04-2540-10-1-02-05-0000

Nothing new to report. The Board took no action.

CM-14-23 – Joan Mulligan – Clark Fork River – Vegetation Removal

Geocode: 04-2095-21-2-02-01-0000

Nothing new to report. The Board took no action.

CM-05-23 (Re: MS-41-23) – David and Lori Rath – Lolo Creek – Stream Excavation



Geocode: 04-1972-05-1-01-03-0000

Nothing new to report. The Board took no action.

CM-03-24 – Nathan Woronik – Clearwater River – Vegetation Removal and Heavy Equipment Operation

Geocode: 04-2540-10-3-01-13-0000

Nothing new to report. The Board took no action.

CM-05-24 – Gary and April Yetter – Lolo Creek – Vegetation Removal and Unpermitted Dock

Geocode: 04-1974-02-1-02-01-0000

Nothing new to report. The Board took no action.

CM-08-24 – Northwestern Energy – West Fork Twin Creek – Vegetation Removal

Geocode: 04-2328-35-1-01-01-0000

Nothing new to report. The Board took no action.

CM-01-25 – Redmond Revocable Trust – Rattlesnake Creek – Vegetation Removal

Geocode: 04-2200-11-3-06-12-0000

CM-02-25 – Lawrence and Frances Daly – Rattlesnake Creek – Vegetation Removal

Geocode: 04-2200-11-3-06-11-0000

CM-03-25 – Charles and Mary Erickson – Clark Fork River – Unpermitted Berming

Geocode: 04-2201-27-2-03-03-0000

310 Inquiries & Issues

Joe Boyer Jr. discussed his site near Frenchtown along the Clark Fork River and the continued issue he faces with erosion cutting away at his banks and into his fields. He offered extensive history of this site and felt that the simple measures he wishes to implement would be effective even though the Board had denied his prior 310 application to carry out these measures. The Board expressed concern that the measures being proposed would not be allowable through the county floodplain office since the project would be identical to the 310 application that was denied in March 2024. Mr. Boyer did not express interest in working with an engineer on alternatives or contacting the Floodplain Administrator. Watkins stressed the implications of actions without proper permits. The Board stated that anyone is allowed to submit a 310 application for a proposed project and that they would consider the application.

Watkins displayed a photo from a river outfitter that showed a wall tent set up near the river. The Board agreed that he could contact the outfitter and discuss setting the tent further back from the river.

Watkins showed photos of two potential violation sites on the Clark Fork River, which he observed on a float with the River Ambassadors. He asked the Board's opinion. The Board issued no distinct direction at this time.



Payment of Bills and Claims

Chair Hall moved to pay the July bills and claims and to adjourn the meeting at 8:22 pm. Paul Parson seconded the motion. The vote was unanimous in favor, and the motion passed.

The next regular Missoula Conservation District meeting is scheduled for **Monday, August 11th, 2025, at 5:30 pm** in the Gerald W. Marks Exploration Center, 1101 South Avenue West, Missoula, MT, 59801. A virtual option will also be offered.

Voting Record – CD Supervisor	IN FAVOR	OPPOSED	ABSTAIN
Tim Hall	13	-	-
Libby Maclay	11	-	1
Travis Greenwalt	-	-	-
Paul Parson	13	-	1
Art Pencek	13	-	-
Robert Schroeder	13	-	-
Bart Morris		-	-

Tim Hall

8/11/2025

Minutes approved by
Sonja Skovlin

Date
8/7/2025

Minutes prepared by

Date