

**Missoula Conservation District**

May 9, 2022 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); Sidney Wills (Supervisor); Radley Watkins (Staff); Bryan Vogt (Staff)

**Additional Attendees:** Travis Lemke (NRCS Supervisory District Conservationist); Bryce Christiaens (Missoula Co Weed District); Justin Turley (CM-03-22); Mattie Gould (CM-05-22); Julie Merrit (CM-05-22); Nels Larson\* (Public); Jody Wills (Public)

\*Denotes virtual participation via Zoom

**Absent:** Bob Schroeder (Supervisor); Bart Morris (Associate Supervisor); Josh Schroeder (Associate Supervisor); Ladd Knotek (MT FWP); John Hart (Senior Deputy County Attorney)

**Call Meeting to Order** – 7:00 pm by Tim Hall

**Minutes** –Libby Maclay moved to approved the April 11, 2022 Minutes as presented. Art Pencek 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 May 5, 2022 included with the Supervisors’ meeting packets.

|                                      |                     |
|--------------------------------------|---------------------|
| First Security Bank – Checking       | \$14,919.61         |
| First Security Bank – Petty Checking | \$1,832.05          |
| First Security Bank – Savings        | \$50,418.61         |
| DADCO Savings                        | \$201,580.96        |
| Tax Mill Levy Account at County      | \$322,114.61        |
| <b>Total Bank Accounts</b>           | <b>\$590,865.84</b> |

Greenwalt presented a draft Investment Policy Statement for consideration. The District’s D.A. Davidson investment manager has requested this policy statement be passed by the Board prior to transferring funds currently invested by Missoula CD. Supervisors discussed modifications to the draft policy statement. Due to current market trends, the Board expressed desire to make and adopt these changes now rather than reviewing them again at next month’s meeting.

Art Pencek moved to adopt the Missoula Conservation District Investment Policy Statement with modifications. Travis Greenwalt seconded the motion. Vote was unanimous in favor – motion carried.

- References to District President and Vice-President will be changed to Chair and Vice-Chair, respectively
- References to Board of Directors will be changed to Board of Supervisors
- Language will be added to include “certificates of deposits to show that any cash holdings have been deposited in FDIC insured accounts.”

**Public Comment – None**

**NRCS Report** – Travis Lemke, Supervisory District Conservationist, reported that the PL566 proposal for the Middle Clark Fork Corridor project was one of 6 projects in Montana selected to receive funding for a Preliminary Investigation and Feasibility Report (PIFR). A total of \$55,000 was awarded for the PIFR, and NRCS will be managing the contract for a consultant to conduct this work. It will take about 3 months for the bid packet to come out for the PIFR. However, the CD as the Sponsoring Local Organization (SLO) needs to put together a statement of work for the project in the next couple of weeks. Lemke stated that while there were some concerns over the name of the project as included in award letter to the CD, he and Watkins have verified with the state office that the scope of work can be much more holistic than the project name within the letter indicated.

**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 at this time.

**310 Permit Applications**

**MS-33-21 (Tabled 09/13/21, Re: CM-02-21)** – Todd & Lisa Bender – Cooney Creek – Channel/Bank Restoration  
**Geocode:** 04-2992-06-2-01-15-0000

Watkins stated he would continue to work with the Benders on a way to move this application forward.

**MS-43-21 (Re: CM-05-21)** – Robert Shaffer obo Double Arrow Ranch – Drew Creek – Restoration  
**Geocode:** 04-2541-07-2-02-07-0000

Watkins reviewed site location slides and photos for this application reminding the Board of issues leading to the determination of Violation No. CM-05-21. Hall, Pencek, and Knotek have all conducted visits to this site. Watkins reported that during a site visit last week similar issue related to road grading too close to the creek were observed but the situation appeared better than last year. Watkins stated he will continue to work with the applicant on details requested from the Board.

**MS-16-22** – Big Blackfoot Chapter of Trout Unlimited obo Larry Carrico – Clearwater River – Bank/Channel Restoration  
**Geocode:** 04-2649-08-4-01-01-0000

Watkins reported that a site inspection is scheduled for June 30, 2022 with Knotek.

**MS-17-22** – Scott Smith – Seeley Creek – Bridge Replacement  
**Geocode:** 04-2649-34-4-04-05-0000

Watkins presented site location slides and photos taken during a May 5, 2022 site inspection with Hall, Shawn Ellinghouse, and Watkins attending. This new application for a bridge replacement was submitted as a result of Complaint No. CM-02-22 for a replacement bridge being built across Seeley Creek without a permit. The Board first considered CM-02-22 and determined it to be a violation of the 310 law (see below). Watkins reported that the contractor immediately ceased all work upon notification of the initial complaint, and site inspection photos showed that no additional work had taken place since Watkins conducted the site visit on April 13, 2022 to investigate the complaint. Hall reviewed his team member report stating that the bridge being built was of high quality and followed best management practices promoted by the District. Hall recommended approving the project as proposed.

Tim Hall moved to make Application MS-17-22 a project for review under the 310 Law and to approve the project as proposed. Art Pencek seconded the motion. Vote was unanimous in favor – motion carried.

**MS-18-22** – David Shoupe on BLM Property – Kearns Creek – Dredge Mining/Prospecting  
**Geocode:** 04-2205-33-2-01-04-0000

Watkins presented site location slides and reported on a new application to conduct portable suction dredge mining/prospecting using on an unnamed tributary of Kearns Creek located just within the southwest corner of the county near Garnett Ghost Town on BLM property. Watkins stated that Shoupe does have a DEQ General Permit to conduct this work and a BLM representative has stated this activity falls under their Casual Use category for a mining operation and does not therefore require a Plan of Operations. There is also uncertainty whether the proposed project site is located on a perennial stream given it does not show as a stream or intermittent stream on current maps, including the National Hydrography Dataset. FWP Biologist, Brad Liermann, has requested a site inspection for this application. Currently the road is still snow-covered blocking access to the site.

Travis Greenwalt moved to postpone further action on Application No. MS-18-22 until a site inspection can be conducted. Libby Maclay seconded the motion. Vote was unanimous in favor – motion carried.

**MS-19-22** – Isaiah Clow obo Todd Hoose – W. Fork Petty Creek – Bridge Replacement with Culvert  
**Geocode:** 04-2321-27-4-01-15-0000

Watkins reported on a new application to replace a failing wooden timber, earth topped bridge across West Fork Petty Creek with a 7-foot diameter by 18-foot long culvert. Watkins presented site location slides, hand drawn designs from the application, and photos taken during a May 5, 2022 site inspection with Hall, Knotek, and with Todd Hoose attending. Following the receipt of Application No. MS-19-22, FWP has offered up stringers to allow for replacement with a bridge instead of a culvert. The applicant is agreeable to this change and will provide a revised application for consideration at next month's meeting. The Board took no further action.

### **310 Complaints**

**CM-06-20 (Re: MS-31-20, AWM 11/09/20)** – Mark and Cassandra Rideg and William Rideg – Spring Creek – Dam Building/Maintenance  
Geocode: 04-2427-07-1-01-01-0000 and 04-2427-07-1-02-08-0000

Watkins stated he will conduct a site visit later this month and provide a report at next month's meeting.

**CM-02-22** – Scott Smith – Seeley Creek – Bridge Construction

**Geocode:** 04-2649-34-4-04-05-0000

Watkins reported on a complaint received for a replacement bridge being built across Seeley Creek without a permit and reviewed photos from a site visit he conducted on April 13, 2022 and from the MS-17-22 site inspection conducted on May 5, 2022 (see above). Hall provided a verbal team member report indicating that activity was initiated on a perennial flowing stream without a valid permit.

Tim Hall moved to declare Complaint No. CM-02-22 a violation of the 310 Law for activity initiated on a perennial flowing stream without a valid permit but to consider the Violation resolved given the approval of Permit No. MS-17-22. Travis Greenwalt seconded the motion. Vote was unanimous in favor – motion carried.

**CM-03-22** – Justin Turley – Lolo Creek – Vegetation Removal

**Geocode:** 04-2092-35-3-02-05-0000

Watkins reported on a complaint received for vegetation removal along the north bank of Lolo Creek immediately downstream of Traveler's Rest State Park. Watkins presented site location slides and photos from a site visit he conducted on April 28, 2022 and those from the site inspection on May 5, 2022 with Hall, Knotek, and Watkins attending. The photos showed equipment tire tracks and mechanical vegetation removal up to the water's edge and within the riparian buffer of Lolo Creek along the streambank.

Justin Turley stated he was a new resident who was unaware of the 310 Law prior to his correspondence with Watkins related to the complaint. He now recognizes he should have filed a 310 application prior to conducting any of this work, some of which should not have taken place. In response to a question from the Board, Turley stated he does not intend to develop within the buffer zone portions of the property. Turley and the Board did discuss his request to be able to mow in areas outside the buffer zone and exactly how wide the buffer zone was. Watkins reminded the Board that a 50-foot buffer zone has been considered on lower Lolo Creek, as was done for MS-13-22 last month.

Hall reviewed both his and Knotek's team member reports indicating that activity was initiated on a perennial flowing stream without a valid permit. They recommended that in lieu of a fine, no mowing or vegetation removal occur within the 50-foot buffer zone, cut vegetation be allowed to regrow, equipment/ other traffic in the buffer zone be limited, and submittal of a 310 application for replanting of at least 20 native, rooted shrub stock from a local source with the District's standard survivability criteria be required.

Tim Hall moved to declare Complaint No. CM-03-22 a violation of the 310 Law for activity initiated on a perennial flowing stream without a valid permit and to further require submittal of a 310 application for revegetating the site incorporating the recommendations from the team member reports. Libby Maclay seconded the motion. Vote was unanimous in favor – motion carried.

**CM-04-22** – Jessie Jones – Ninemile Creek – Vegetation Removal

**Geocode:** 04-2528-16-1-01-07-0000

Watkins reported on a complaint received for vegetation removal along Ninemile Creek and presented photos from a site visit he conducted on April 19, 2022 with the landowner attending. The closest he observed any vegetation removal was 63-feet from the bank. The landowner has riparian exclusion fencing and was cooperative with Watkin's input, agreeing to leave some materials he would have otherwise cleared.

Travis Greenwalt moved to declare CM-04-22 not a violation of the 310 Law as defined by District rules and to dismiss the complaint. Tim Hall seconded the motion. Vote was unanimous in favor – motion carried.

**CM-05-22 – Cliff Fletcher – Rock Creek – Channel Excavation/Alteration**  
**Geocode:** 04-2427-03-1-01-01-0000

Watkins reported on a complaint received for channel excavation/alteration on Rock Creek, a tributary of Ninemile Creek. This complaint involves a diversion site off of Rock Creek located on US Forest Service (USFS) property for a water right on an adjacent ranch recently purchased by Mattie Gould. The diversion was allegedly altered by Cliff Fletcher who blocked the diversion ditch by building an earth and cobble dam to keep more water in the main channel of Rock Creek. Watkins presented site location slides; correspondence received from Gould's attorney, Helena Maclay; documents received from Gould's consultant, Julie Merrit with WGM Group; and photos he took during a site visit on April 22, 2022 with Gould and Merrit attending. Watkins stated that Gould initially filed a 310 application to remove the dam but withdrew it until this complaint is dealt with.

Gould was in attendance and stated she purchased the ranch in August of last year. Merrit was also in attendance and reported on her correspondence with Mr. Fletcher and the USFS. Merrit stated that Fletcher stated he was going to conduct this work as he claimed that the recent work Gould had done would cause flooding to his residence that is located adjacent to Gould's irrigation ditch. Merrit stated that Gould does have a recorded easement for the ditch and that it has been around for a hundred years prior to Fletcher's house being built. Merrit understood that USFS law enforcement did visit with Fletcher who had stated he did conduct the work evident in the photos but only by hand. Additionally, the USFS District Ranger was reluctant to sign off on the 310 application prepared for Gould for removal of the dam. Gould would like the outcome to be that Fletcher is told he cannot alter Gould's diversion and that any work to remove the dam he constructed not be done by Fletcher since it is within Gould's easement for the ditch.

Watkins asked the Board if they wished to pursue the complaint against Fletcher brought by Mattie Gould and/or review a 310 application from Gould to remove the earth and cobble dam installed at the head of her diversion ditch. Watkins had explained that the only area the District has jurisdiction is at the diversion site since it is within the buffer zone of Rock Creek since the CD has no jurisdiction over the diversion ditch. The Board discussed the matter and determined that they would entertain a 310 application from Gould without the USFS's signature since she has a legal easement to the ditch. They also felt it appropriate to formally address the complaint against Fletcher.

Art Pencek moved to declare Complaint No. CM-05-22 a violation of the 310 Law for activity initiated on a perennial flowing stream without a valid permit and for a letter to be sent to the violator explaining what is

required under the law prior for any stream or riparian work. Tim Hall seconded the motion. Vote was unanimous in favor – motion carried.

Gould and Merritt requested they be sent a copy of the violation letter sent to Fletcher.

### **Existing Violations**

**CM-02-21 (Re: MS-33-21, Tabled 9/13/21)** – Deborah & Andrew Carstensen– Cooney Creek – Channel/Bank Restoration  
Geocode: 04-2992-06-2-01-15-0000

See MS-33-21 above for additional details.

**CM-05-21 (Re: MS-43-21)** – Double Arrow Ranch Landowners Association c/o Greg Neudecker – Drew Creek – Fill Stream  
Geocode: 04-2541-07-2-02-07-0000

See MS-43-21 above for additional details.

**CM-01-22** – Joseph Boyer Jr. – Clark Fork River – Bank Manipulation  
**Geocode:** 04-2428-33-4-02-03-0000

Watkins reported that the \$250 fine was successfully received from Mr. Boyer Jr.

Travis Greenwalt moved to consider Violation No. CM-01-22 resolved given payment of the \$250 fine from Joseph Boyer Jr. Tim Hall seconded the motion. Vote was unanimous in favor – motion carried.

### **310 Inquiries & Issues**

Elbow Lake – Watkins reported receiving several inquiries related to building new docks or repairing/replacing existing docks, some of which were built without a 310 permit. The Board indicated that staff should continue to instruct the public that any of this work would require a new 310 application.

Blackfoot River tree removal – Watkins reported receiving correspondence and photos from Patrick Uthe with FWP regarding the apparent tree removal and construction of permanent tents or “glamping” sites along the Clearwater River on a parcel owned by Paws Up Ranch just downstream of the Roundup Fishing Access Site. The Board directed staff to begin an official complaint file for the vegetation removal and investigate with the county if they had issued official building permits for the “glamping” sites.

### **Reports**

County Attorney Report – John Hart was not in attendance and had not provided a report.

Montana FWP – No representative was in attendance and no reports had been provided.

DNRC Conservation District Bureau – A copy of Hailey Graf’s May 2022 written report was reviewed. Graf has asked to meet with any available Board members and staff when she visits Missoula on May 25<sup>th</sup>.

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

Weed District/Extension – Bryce Christiaens reported on hiring a garden coordinator for the new fairground’s facility and a habitat coordinator focused on pollinators. Christiaens also reported that Jackson Contractor Group had recently provided overall costs for the educational greenhouse at the new facility. Watkins stated that Patrick Mangan, Extension Horticulturalist, invited him to speak at the Extension Service’s “Creating Backyard Habitats for Pollinators” on April 29, 2022, and it was a positive partnering experience.

Watershed Groups – No representative was in attendance and no reports had been provided.

Planning Board Update – Josh Schroeder was not in attendance and had not provided a report.

Water Quality District – Watkins stated that Elena Evans had reported she spends one-third to one-half of her time on Smurfit-Stone issues and is working with the EPA to alert them to the community sentiment that the levees should be removed with associated contaminants cleanup at this site. Watkins also stated Evans has requested that the Board write letters of support for this effort.

District Committees – Watkins reported he is working on a Budget vs Actual report to assist the Budget Committee prepare a recommended FY 2023 Budget.

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

***Bryan Vogt - Program Specialist***

Office Administration:

- Checked District’s general email and QuickBooks accounts daily; received/distributed agency mail daily.
- Assisted Watkins in facilitating and taking notes at the April 11<sup>th</sup> Board meeting (in-person & virtual).
- Submitted monthly claims to the county for payment; entered monthly claims into QuickBooks.
- Posted March 14<sup>th</sup> approved meeting minutes to District website.
- Drafted minutes from the April 11<sup>th</sup> Board meeting.
- Reconciled First Security Bank accounts and DA Davidson account in QuickBooks.
- Updated quarterly Supervisor claims form, as needed.
- Prepared monthly claims, agenda, financial report, and upcoming events sheet for monthly meeting packet.
- Sent agenda to the county for public posting. Posted agenda & approved minutes on the CD website.
- Put together monthly meeting packets and organized meeting room for monthly Board meeting

Program Assistance:

- Assisted with physical and electronic file management of 3 new 310 Applications and 4 new Complaints.
- Updated 310 Master List spreadsheet and Current Permits webpage on MCD website.
- Assisted the public with calls regarding 310 permitting requirements.
- Reviewed new legal opinion on overlapping SMZ and 310 Law jurisdictions.
- Processed extension to DNRC Pollinator Grant; organized meeting with C. Nelson of UM to discuss current status and next steps needed to complete the grant funded project.

- With Watkins, participated in site visit to O'Brien Creek with Adam Switalski of CFC to tour their projects and discuss partnering opportunities.
- With Watkins, Hall, and Lemke, participated in meeting with project partners regarding PL566 proposal; participated in follow-up meeting with Watkins, Hall, and Lemke once notice of PIFR award was received.
- Participated in online training webinar on PL566.
- Continued development of HB223 Grant 23G-22-3705 Priority Water Quality Monitoring Grant with CRC.
- Developed and submitted proposal to CDB Conservation Project grant program to provide financial support to Lower Miller Creek Riparian Health TIP that also includes training for Area 5 CDs on TIP participation.
- Communicated next steps and timeframe for the Education Cost Share Grant award to WEN staff.
- Updated Pollinator Seed Packet recipient spreadsheet.

Technical Assignments:

- Continued management of the no-till drill rental program, including 8 rentals, 5 reservations, & 9 inquiries
- Managed renter's handling of hydraulic hose repair during weekend rental period
- Discussed Enhanced Soil Corp and En-Soil Algae soil amendment product with Potomac landowner
- Provided caller with the contact information for the Frenchtown Irrigation District ditch rider
- Provided Lolo area landowner assistance on selecting and sourcing native seed mixes
- Site visit to Big Flat area landowners to advise on converting to native grasses and pollinator plots

Communication and Outreach:

- Participated in Employee Organization Roundtable Meeting on Permissive Mill levies and the upcoming EO training at the MACD Spring Board meeting in Helena

*\*2 Days of Vacation Leave*

***Radley Watkins - Resource Conservationist***

Office Administration:

- Coordinated the April District Board meeting.
- Followed up on actions taken at the April meeting by writing letters, packaging them, and sending them.
- Reviewed/edited/approved draft April meeting minutes.
- Approved and submitted staff timesheets to County payroll and entered payroll in Quick Books.
- Entered March County Report for Mill Levy Account in Quick Books and prepared reconciliation report.
- Conducted weekly staff meetings and updated Chairman Hall.
- Obtained signatures for checks from Chairman Hall.
- Drafted and finalized agenda for May 9, 2022, District Meeting.
- Met with Bryce Christenson and Tim Hall to discuss Operations Agreement for the Rocky Mounty Gardens and Exploration Center office.
- Worked with Kim Thomas at PayneWest Insurance to review policies.



- Fielded phone and email communications regarding MCD affairs.
- Revisited Rebecca Ramsey's (Swan Valley Connection Executive Directors) offer to serve as an Associate Supervisor who could do site visits up the Swan.
- Participated in Employee Organization Roundtable Meeting on Permissive Mill levies

310 Law Administration:

- Reviewed Five incoming 310 applications and processed four (one for June's meeting).
- Prepared physical and electronic file management of new 310 Applications and Complaints.
- Updated 310 Master List spreadsheet as needed.
- Received and processed four 310 complains and set complaint letters.
- Conducted complaint site visits on Rock Creek, Ninemile Creek, Seeley Creek, and Lolo Creek.
- Conducted potential 310 site visit on the Linder property on the Rattlesnake.
- Conducted site visit on the Stout's Bitterroot property with potential consultant to discuss armoring bank.
- Conducted site inspections with Ladd Knotek of FWP and Supervisor Hall.
- Conducted onsite visit of O'Brien Creek with Vogt Adam Switalski of the Clark Fork Coalition.
- Reviewed new legal opinion on overlapping SMZ and 310 Law jurisdictions and shared opinion with some partnering foresters.
- Worked with Lolo area landowner assistance on 310 permit and selecting and sourcing native seed mixes

Program Management:

- Cross trained with Vogt on no-drill rental procedures.
- Communicated with Lolo Watershed Group Board members to let them know MCD's will not sponsor a DNRC grant for riparian restoration on Lolo Creek.
- Worked with Mackenzie Tenan, BSWC member, to develop an assessment protocol for her revegetation project along the lower portions of Pattee Creek.
- Worked with Tenan, to develop a Welcome to Your Aquifer pamphlets.
- Represented MCD on Missoula Bear Smart Working Group and preformed duties as part of the Communication Committee.
- Conducted I-90 Clark Fork River Bridges Wildlife Accommodations site visit with MDT, FWP, and other members of the Missoula Regional Connectivity Group.
- Attended Grant Creek Working Group meeting hosted by the Clark Fork Coalition to discuss restoration process for Grant Creek.
- Participated in Missoula's poplar TREND team meeting.
- Presented MCD pollinator program at MSU Missoula County Extension talk, Creating Backyard Habitats, by Abi Saeed (Bozeman), and hosted by Patrick Mangan (Missoula).
- Moderated three panel discussions at the Montana Stormwater Conference 2022 and attended two days of the conference.
- Met with Travis Lemke, Sabrina Schuler, Cory Wolfe of NRCS, and Rob Roberts of Trout Unlimited to discuss updates to Preliminary Investigation and Feasibility Report for PL566 Grant.
- Participated in Small-agriculture Land Conservation Working Group hosted by Community & Planning Services (CAPS).

- Worked with Vogt and Lemke to write grant proposal for DNRC Conservation District Bureau's Conservation Project grant for NRCS's Miller Creek Targeted Implementation Plan (TIP).  
*\*2.5 Hours of Sick Leave*

### Other Reports

BSWC member update – Watkins reported that Mackenzie Tenan had completed a “Welcome to Your Aquifer” pamphlet for the Missoula valley area.

### **New Business**

Correspondence and Upcoming Events – Vogt reviewed the Flagship Program's 2020-2021 Impact Report included in the meetings packets, and he highlighted the Employee Organization's financial training that will be held June 15, 2022 in Helena in conjunction with the MACD Spring Board meeting. Hall stated that these training opportunities have been mostly left to staff's discretion if they feel it is a good use of time.

310 Permit Workshop – Vogt reported that 3 spots are being held for the Missoula CD to participate in the May 19<sup>th</sup> training in Helena. Any Supervisor wishing to attend needs to let him know as registrations must be finalized tomorrow.

NACD Dues – The Board considered the current request for membership dues to the National Association of Conservation Districts. Watkins reviewed benefits available to districts at the Gold level or above. The Board decided not to take any action at this time.

MACD Dues – The Board considered the current request for full membership dues to the Montana Association of Conservation Districts of \$17,000 based on the District's 2021 mill levy. The Board expressed desire to have Rebecca Boslough, MACD Executive Director, come present to the Supervisors on current MACD priorities and activities before taking any action.

NRCS Civil Rights Responsibilities Agreement – Travis Lemke briefly reviewed the Memorandum of Agreement (MOA) between NRCS and the Board along with the Civil Rights Responsibilities Checklist. The checklist gets reviewed annually with all CDs across the state. All of the Supervisors present at the meeting signed and dated the Civil Rights Responsibilities for Partners Checklist.

Northeast Missoula County Supervisor Needs – Watkins discussed the potential benefits of having an Associate Supervisor who was located in the upper Clearwater or Swan River drainage. He stated that Rebecca Ramsey had previously expressed interest or may know of someone else if she is not able to. Pencek stated that he may know of a retired forester in the area who may also be interested.

Sponsorship of PL566 Program – Middle Clark Fork Corridor Project – Adding to what Lemke had provided under his NRCS Reports, Watkins stated that it is still likely 4 years before any shovel ready projects may be realized under this program. Lemke added that the PIFR would include additional details on this matter. The Board requested to receive regular updates on how this project advances.

### Programs

#### Grants Program:

##### MCD Grants

Envirothon Update – Vogt presented a report from the Missoula FFA teams that stated one team took 4<sup>th</sup> place and the other 17<sup>th</sup> place out of 24 teams. The Board expressed they would like to have the teams give an in-person report at next month's meeting.

2022 Montana Natural Resources Youth Camp – Vogt stated he had nothing new to report at this time.

Mini-Grants – Vogt reported that June 3, 2022 will be the deadline for the last round of MCD Mini-Grant applications for FY 2022. An MCD Education Mini-Grant application has already been received for the Weed District's "Leave No Weeds" program and an Operations Mini-Grant request from the Montana Biocontrol Coordination Project.

Sponsored Grants – Vogt reported that the Weed District's DNRC Education Mini-Grant will be funded in full and that a 6-month extension was received to finish up the DNRC Pollinator Grant for the UM Firewise Demonstration Garden. Vogt also reviewed the recently submitted proposal to the CDB Conservation Projects RFP program for the Local TIP Support and Area 5 Training.

Revised MCD Grant Program – Vogt stated there was nothing new to report at this time.

Equipment Program – Vogt reported on a recent repair of a hydraulic line on the no-till drill that was determined to be from normal wear and tear. There are current reservations for the drill until mid-June.

Pollinator Program – Watkins reported that he participated in the Missoula Co. Extension Service's "Creating Backyard Habitat for Pollinators" event on April 29<sup>th</sup> to kick off the District's 2022 pollinator program. Watkins also stated that the City of Missoula's Conservation Lands Manager, Jeff Gicklhorn, assisted in giving away the CD's pollinator habitat seed packets at one of their events. Vogt reported conducting a site visit to landowners in the Big Flat area interested in converting their property into more pollinator and wildlife habitat.

Other New Business – Watkins reported he continues to represent the District in the Missoula Bear Smart effort. Hall reported he attended a meeting hosted by the Rattlesnake Creek Watershed Group regarding bears. Art Pencek reported he will be out of town in June and absent for the next Board meeting.

## **Old Business**

Lease Agreement – Rocky Mountain Gardens and Exploration Center – Bryce Christiaens reported meeting with Hall, Watkins, and Jerry Marks to discuss the CD's concern over the previously drafted lease agreement. A new agreement was then drafted that more closely follows the previously signed Interlocal Agreement. Hall reported that the new draft agreement addresses many of the concerns brought forward regarding the draft lease agreement. There is no guarantee of parking at the building, especially during fair week, and the agreement currently doesn't include any mention of storage for the CD's no-till drill. The Board was in general agreement that this document is preferred over the draft lease agreement and could continue to be developed for signature.

Other Old Business – None

**Payment of Bills and Claims**

Tim Hall moved to pay the bills, claims, and quarterly Supervisor reimbursements. Libby Maclay seconded the motion. Vote was unanimous in favor – motion passed.

**Petty Checking Account**

| Date      | Description  | Charge           | Deposit | Balance    |
|-----------|--|------------------|---------|------------|
|           | Balance from April meeting                             |                  |         | \$1,900.75 |
| 4/11/2022 | Albertsons – supplies for Board meeting                | (\$18.48)        |         | \$1,882.27 |
| 4/19/2022 | Murdoch’s – supplies for no-till drill program         | (\$13.76)        |         | \$1,868.51 |
| 4/29/2022 | USPS – CM-03-22 First class postage for large envelope | (\$3.36)         |         | \$1,865.15 |
| 5/2/2022  | Zoom – Monthly fee for Watkins & Vogt                  | (\$31.10)        |         | \$1,834.05 |
| 5/13/2022 | City of Missoula–Parking –Watkins meeting with CAPS    | (\$2.00)         |         | \$1,832.05 |
|           |  |                  |         |            |
|           |  |                  |         |            |
|           | <b>Totals</b>  | <b>(\$68.70)</b> |         |            |
|           | <b>NET TOTAL</b>                                       | <b>(\$68.70)</b> |         |            |

**Checking Account**

| Date      | Description                                       | Charge            | Deposit           | Balance     |
|-----------|---|-------------------|-------------------|-------------|
|           | Balance from April meeting                        |                   |                   | \$12,365.91 |
| 4/7/2022  | A. Kelley – No-till drill rental                  |                   | \$146.00          | \$12,511.91 |
| 4/8/2022  | B. Condra – No-till drill rental                  |                   | \$292.10          | \$12,804.01 |
| 4/12/2022 | Z. Campbell – No-till drill rental                |                   | \$438.20          | \$13,242.21 |
| 4/15/2022 | J. McCay – No-till drill rental                   |                   | \$292.10          | \$13,534.31 |
| 4/18/2022 | Refund J. McCay for replacement of hydraulic hose | (\$194.80)        |                   | \$13,339.51 |
| 4/22/2022 | Joseph Boyer Jr. – CM-01-22 Violation fee         |                   | \$250.00          | \$13,589.51 |
| 4/22/2022 | D. Ostrenga – No-till drill rental                |                   | \$292.10          | \$13,881.61 |
| 4/25/2022 | H. Ockler – No-till drill rental                  |                   | \$146.00          | \$14,027.61 |
| 5/2/2022  | B. Moris – No-till drill rental                   |                   | \$146.00          | \$14,173.61 |
| 5/3/2022  | R. Kubiak – No-till drill rental                  |                   | \$600.00          | \$14,773.61 |
| 5/4/2022  | J. Lipski   |                   | \$146.00          | \$14,919.61 |
|           |   |                   |                   |             |
|           |   |                   |                   |             |
|           | <b>Totals</b>                                     | <b>(\$194.80)</b> | <b>\$2,748.50</b> |             |
|           | <b>NET TOTAL</b>                                  | <b>\$2,553.70</b> |                   |             |

**Savings Account**

| Date     | Description                | Charge | Deposit       | Balance     |
|----------|----------------------------|--------|---------------|-------------|
|          | Balance from April meeting |        |               | \$50,415.19 |
| 5/1/2022 | Interest                   |        | \$3.42        | \$50,418.61 |
|          |                            |        |               |             |
|          |                            |        |               |             |
|          | <b>Totals</b>              |        | <b>\$3.42</b> |             |
|          | <b>NET TOTAL</b>           |        | <b>\$3.42</b> |             |

**DA Davidson Account**

| Date      | Description                | Charge              | Deposit | Balance      |
|-----------|----------------------------|---------------------|---------|--------------|
|           | Balance from April meeting |                     |         | \$206,871.44 |
| 4/30/2022 | Losses                     | (\$5,290.48)        |         | \$201,580.96 |
|           |                            |                     |         |              |
|           | <b>Totals</b>              | <b>(\$5,290.48)</b> |         |              |
|           | <b>NET TOTAL</b>           | <b>(\$5,290.48)</b> |         |              |

**Tax Mill Levy Account (Warrants/Claims)**

| Date      | Description                                      | Charge               | Deposit           | Balance      |
|-----------|--|----------------------|-------------------|--------------|
|           | Balance from April meeting                       |                      |                   | \$333,709.81 |
| 3/28/2022 | County Attorney – professional fees              | (\$1,250.00)         |                   | \$332,459.81 |
| 3/31/2022 | Mill Levy and Interest                           |                      | \$1,497.12        | \$333,956.93 |
| 3/31/2022 | State Entitlement Fund – 3 <sup>rd</sup> Quarter |                      | \$1,299.60        | \$335,256.53 |
| 3/31/2022 | Missoula Water Payment in Lieu of Taxes (PILT)   |                      | \$525.78          | \$335,782.31 |
| 4/8/2022  | Payroll – Pay Period 7                           | (\$6,018.80)         |                   | \$329,763.51 |
| 4/13/2022 | Montana State Fund – Workers Comp. premium       | (\$310.86)           |                   | \$329,452.65 |
| 4/13/2022 | Verizon Wireless – District cell phones          | (\$104.74)           |                   | \$329,347.91 |
| 4/13/2022 | FIB Mastercard – fleet gas card                  | (\$54.46)            |                   | \$329,293.45 |
| 4/13/2022 | Charter Spectrum – Office internet               | (\$109.99)           |                   | \$329,183.46 |
| 4/13/2022 | Quarterly Supervisor claims – 1/1-3/31/2022      | (\$1,050.05)         |                   | \$328,133.41 |
| 4/22/2022 | Payroll – Pay Period 8                           | (\$6,018.80)         |                   | \$322,114.61 |
|           |  |                      |                   |              |
|           | <b>Totals</b>                                    | <b>(\$14,917.70)</b> | <b>\$3,322.50</b> |              |
|           | <b>NET TOTAL</b>                                 | <b>(\$11,595.20)</b> |                   |              |

**Adjournment**

Tim Hall moved to adjourn the meeting at 10:55 pm. Libby Maclay seconded the motion. Vote was unanimous in favor – motion passed.

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

Minutes  
Missoula Conservation District  
May 9, 2022

The next Missoula Conservation District meeting is scheduled for **Monday, June 13, 2022**, 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 via Zoom or phone will also be offered.

APPROVED