

Minutes of Board April 11, 2018
7:00 p.m.
Star Valley Conservation District Office
PO Box 216, 61 E. 5th Avenue, Afton WY 83110

Roger Coles called the board meeting to order at 7:05 p.m. In attendance were Roger Coles, Rollin Gardner, Jeff Johnson, Harve Erickson, Kay Lynn Nield, and Robert King.

Minutes: Minutes from the March 14, 2018 meeting were reviewed. Motion to approve the minutes with changes was made by Harve Erickson, seconded by Jeff Johnson, motion passed.

Financials: Vouchers and credit card statements were reviewed. Bank Statements for March 2018 were reviewed. Motion to pay vouchers and approve the financials was made by Jeff Johnson, seconded by Harve Erickson, motion passed. Vouchers approved for payment are listed below:

Voucher Number	Vendor	Amount	Voucher Number	Vendor	Amount
3874	Kay Lynn Nield	841.93			
3875	Kay Lynn Nield	866.63			
3876	Blue Cross Blue Shield	1170.55			
3877	First Bank Card	488.25			
3878	Kay Lynn Nield	265.68			
3879	LGLP	500.00			
3880	Silverstar	106.45			
3881	Valley Tech LLC	190.00			
3882/83	EFTPS	309.88			
3884	Wyoming Retirement System	311.61			

Unfinished Business:

- Greys River Forest Collaborative: Lincoln County Commissioner Robert King came to SVCD board meeting to discuss the Greys River Forest Collaborative. Justin Laycock from Greys River Ranger District did not attend.
 - Discussion was held regarding membership of the collaborative. We will continue with the membership as is for now. The motorized section of users is heavily represented. We will continue to search for one more representative with a wildlife/environmental background that will replace Dave Fogle.

- Discussion was held on the collaborative process and what was and wasn't working well. The meeting process can be tedious. We discussed ways to make the meeting run better. Suggestions given were to run more like a business meeting and keep people on track, so we can get through the information that is presented. This will be passed on to Jessica Western with the Ruckelshaus Institute.
- Discussion was held on timeline for the collaborative. It was decided that SCVD will participate in the collaborative throughout 2018 and then re-evaluate the collaborative process. The board would like to see meaningful projects implemented by the Forest Service that come from the collaborative. It is hoped that the Forest Service can streamline the NEPA process, so projects can be done in a timely manner.
- Motion was made to approve the contract with Ruckelshaus Institute was made by Jeff Johnson and seconded by Harve Erickson. Motion passed.
- Harve Erickson left the board meeting at 7:30 pm
- Rollin Gardner arrived at the board meeting at 7:30 pm

NRCS Report:

- Gary Blazejewski gave the NRCS update. Gary presented information to the Forest Collaborative about the Joint Chief's Grant at the last meeting. Gary has worked with the previous District Ranger Richard Raione for the grant. They were not awarded any grant funds. Gary has tried to find information on how NRCS/Forest Service does the ranking for awarding the grant but has been unsuccessful. SVCD/NRCS/USFS applied for the grant again in 2017 but didn't get it in by the deadline. NRCS/FS/SVCD will apply again in 2018 if this becomes available.
- Pipeline replacement projects will no longer be funded by the NRCS unless they are 100% agriculture lands. It was thought that Bureau of Reclamation would be a better funding source for these types of projects. We are unsure currently how this affects the Dry Creek Irrigation project.
- NRCS Local Work Group meeting. Conservation Districts are tasked in the Farm Bill with facilitating the Local Work Group Meetings. NRCS has traditionally taken the lead on this. This year WACD has asked that each conservation district take the lead on these meetings. Kay Lynn Nield has been in contact with DeMont Grandy with Lincoln Conservation District and Gary Blazejewski with different options on how to go forward. Traditionally the meeting has been held at the NRCS office in Afton with everyone travelling to attend. The counties represented at the Local Work Group meeting are **Lincoln, Teton, and Uinta counties**. Last year only one producer attended the Afton meeting so each NRCS had each board rank the priorities in their respective board meetings and then give the information to the NRCS. The deadline for the meeting is July 17th so all comments and suggestions can be compiled for the NRCS state technical meeting in Casper. The meeting will need to be open to the public and advertised for 2 weeks.
- Discussion was held on the Local Work Group Meeting. SVCD prefers to host the public meeting at the beginning of the next SVCD Board meeting on May 9, 2018. This will allow more local input because people will not have to travel. Gary Blazejewski will provide an agenda and advertise the meeting in the paper.

Unfinished Business:

- Merritt/Draney/Anglesey/Nelson project: Kay Lynn is working on the 319 billing for these projects. We will continue drilling wells in the spring.
- Ryan Merritt well is complete. Kay Lynn is working on the billing.
- Jim Gerrish Grazing Workshop scheduled for June 22-23, 2018.
- Greys River Forest Collaborative: See above discussion. The next collaborative meeting will be held Thursday April 12, 2018 at the Afton Civic Center from 9am-3pm.
- RHAP Big Greys and Strawberry/Dry Creek. Kay Lynn Nield is working on final reports
- Water Quality grant for Spring Creek is complete. Kay Lynn Nield is working on final report.
- RHAP grants for Fred Robert's sheep allotments: Kay Lynn Nield is working with Brad Jacobsen, range specialist on the Greys River Ranger District, on the application.
- Etna Tree Project: We are waiting for good weather to complete the project. Jeff Johnson will take Swift Creek High School students to complete the project.
- Facebook Page/Website: See Employee Training information.
- Employee Training Lander, Wyoming March 20-22, 2018 (What Kay Lynn learned)
 - Facebook Page/Website: Kay Lynn Nield attended employee training and per Bobbi Frank we can't delete the website and only have a Facebook page.
 - There are two websites that are user friendly and easy to maintain, www.weebly.com or www.wix.com. Kay Lynn has researched both and Weebly will work because SVCD can make a password protected page inside the website that will be for supervisors only to share information in preparation for board meetings. Cost is like what we are paying now.
 - Board Meetings: It is proposed to go paperless for board meetings. SVCD would just print out the agenda all other information would be available via links on the website. Meetings would be run with the laptop and the tv in the meeting room.
 - Kay Lynn Nield learned that WACD and other conservation districts use google plus to communicate and share documents. SVCD doesn't use google plus currently. This would make document sharing easier if SVCD opened this account.
 - Rules vs. Policy: per Bobbie Frank at WACD
 - Policy
 - 1. Internal decision process can be made by board at a regular meeting and does not include specific notice and opportunity for comment.
 - 2. Can be changed at any time by governing body.
 - 3. Does not carry same ability for enforcement.
 - Rules
 - 1. Rules have the force and effect of law.
 - 2. Rules are promulgated pursuant to the Wyoming Administrative Procedures Act (APA) with due notice and opportunity for public input.
 - 3. Subsequent changes to rules also would be subject to the requirements of APA including notice and comment.
 - http://www.conservewy.com/18_SpecDistTrg/8%20APA-Rulemaking%202-18.pdf

WACD would like all conservation districts to go through the rule making process to put in place a Public Procurement Rule. Campbell County Conservation District is going through the rule making process now and once passed other conservation districts can use their template. The issue with the public records and procurement being a rule versus a policy is important from the

aspect of notice to the public and opportunity for input as well as enforcement ability. This ensures that conservation districts are open and transparent.

- WACD legal fund is depleted. There is no litigation currently. WACD would like boards to consider donating to the fund so when something that arises needs legal review there are funds available for that purpose.
- Watershed Improvement Districts: These Districts are under the supervision of conservation districts according to state law. Many districts were unaware of this. All districts need to review the requirements for watershed improvement districts in their boundaries and provide oversight. SVCD does not have any Watershed Improvement Districts.
- QuickBooks-Supervisors will know where all information is located

Discussion was held on employee training information. Weebly.com will be used for website hosting and SVCD will create a google plus account. Motion to approve by Rollin Gardner, seconded by Jeff Johnson, motion carried.

SVCD will go paperless for board meetings. Motion made by Rollin Gardner, seconded by Jeff Johnson. Motion carried.

SVCD will go through the procurement rule process after Campbell County is finished with theirs. This way SVCD will have input on what worked well and what didn't. Motion by Rollin Gardner seconded by Jeff Johnson. Motion carried

SVCD will not contribute to the legal fund at this time. SVCD supervisors are informed where all QuickBooks information is located.

- No till drill update: Randy Hruska has a no-till drill for sale. Rollin Gardner will inspect it. The conservation district could purchase later in the spring. Kay Lynn Nield has not been able to find grant funding sources to purchase the drill. Gary Blazewski with NRCS said they may have grant funds available. He will report back at the next meeting.

New Business:

- Kay Lynn Nield has been having computer problems. The state computers are all PC's and it has been difficult to use the access data base which runs the soils reports and 319 billing since the first of the year when we renewed Microsoft office. Kay Lynn Nield has worked with Trevor Petty at Valley Tech to resolve the issues which has taken a lot of time. SVCD purchased a new battery for the laptop last year, but the computer won't stay charged. This makes it difficult to travel to meetings and work on projects at the same time. It is proposed that SVCD purchase a new computer and laptop at this time. There is money in the budget from subdivision reviews to purchase these items. Motion to purchase a new computer and laptop by Rollin Gardner, seconded by Jeff Johnson, motion carried.
- Subdivision Reviews/Conditional Use Permits:
 - Kevin and Eko Paul
 - Diane Miller
 - Darren Dunn (Conditional Use Permit)
 - David and Krislyne Schultz
 - David and Julie Rich

Motion to approve by Jeff Johnson, seconded by Rollin Gardner, motion carried.

- Discussion was held whether Subdivision review policy be a policy or rule. SVCD will continue as a policy.

- Kay Lynn Nield will attend Water Quality Training in Lander, Wyoming April 24-27. This will complete compliance for 319 testing.
- No new business

Meeting adjourned at 9:00 pm