



FINAL MINUTES

Big Sky Sustainable Water Solutions Forum Update – 6:30 PM

Regular Board Meeting **7:00 PM** October 16th, 2017

Madison Valley Public Library Community Room

1. **Call meeting to order:** Mel McKittrick called the meeting to order at 7:20 pm.
2. **Supervisors present:** Mel McKittrick, Kaye Suzuki, Nick Dyk, George Boyd, Jessie Wiese via phone.
3. **Staff present:** Ethan Kunard, Cori Koenig, Madeline Pruszenski, BSWC
4. **Others:** Linda Owens, MVRG, Jeff Dunn, RESPEC, Kristen Gardener Gallatin River Task Force, Karen Filipovich Gallatin River Task Force
5. **Review minutes from previous meeting:** Nick moves to approve the minutes as read. Kaye seconds. All in favor and motion passes.
6. **Financial:** Cori read financial report & review recent bills. Kaye moves to accept the financial report as read. George seconds. All in favor and motion passes.
7. **Public Comment:**
 - a. **Jeff Dunn (RESPEC) – Lower Jack Creek Planning Update:** Jeff gave an update to RESPEC's plans for Lower Jack Creek and the landowner priorities. Jeff and Ethan had met with the landowners prior to the CD meeting. The project will require more money than landowners and the CD have earned. Options and alternative plans were discussed. See more details in Old Business.
8. **Business:**
 - a. **#17-22 Bob Sitz:** Nick and Mel visited the site today. Bob would like to add a larger culvert for large water events, use rock to armor front end on a small tributary to Hot Springs Creek. Approved as proposed. Fifteen days waived. George moves to approve as proposed. Kaye seconds. All in favor and the motion passes.
 - b. **#17-23 Stephen Nelson:** Mel visited today. The affected head gate sits in the pond in Moores Creek. The boards in the headgate collect trash. Mel recommends much will need dug out by hand. Bubba will be contractor to clean out and put in a guard/grate to collect the trash. Nick moves to approve permit 17-23 as modified. Kaye seconds. All in favor and motion passes. Permit will expire October 1, 2018.
 - c. **#17-24 Bob Sitz:** Nick and Mel visited the site today. The site is a crossing on a small tributary to Hot Springs Creek, Bob would like to replace old pipe with a new one. George moves to approve #17-24 with the modification to bed the pipe 5"-6". Kaye seconds. All in favor and motion passes. Permits will expire on October 1, 2018. Fifteen days waived.
 - d. **Work Completion Reports:** none returned.
 - e. **Monthly time spent on 310's:** Mel estimates 10 hours spent this month.
9. **Old Business and Reports:**
 - a. **MACD Convention**
 - **Resolutions:** just the one resolution for state and federal agencies to use BMP's for aquatic and terrestrial invasives was brought forth.
 - **Voting Rights:** MACD has decided that the district that have paid partial or no dues will have the opportunity to vote at convention this year. They want CD's to have the opportunity to vote on changes in by-laws.
 - **Executive Director visit to MCD Meeting:** Elena and Jeff visited with Ethan. They would like to visit a meeting to answer questions regarding dues payment.

- b. **Mill Levy:** Cori will visit with Vickie Tilstra regarding the timeline if we would like to pursue a mill levy on the ballot in the next year.
- c. **Discuss Tax Status of 501(c)(3) Watershed Council – Long-term funding strategies:** Ethan reported on the grant writing workshop and some of the opportunities there may be if we pursue a 501 (c) (3), administrative costs for using fiscal sponsors, and the meeting with Patagonia. Kaye proposed exploring funding opportunities with the Ranchlands group and composing an MOU regarding grants we utilize through other entities. The board suggested keeping this in the channels. Nick questioned how the employment status would change. Concerns with getting an active watershed council (board.)
- d. **Moore Creek Lyons – Invoice:** Ethan reported that the construction is done on the Moore Creek-Lyons project. He explained how the reimbursement works. David has invoiced us for \$71,000. We could not invoice some of our funders until the project was complete. Nick moves to pay the Lyons Moore Creek-Lyons invoice in full. George seconds. All in favor and motion passes.
- e. **District Development Grant:** DNRC has re-opened the grant cycle for this grant. The board supports us revising the last application and re-submitting.
- f. **Lower Jack Creek Project:** Ethan spoke about the landowner and stakeholder meetings that have taken place in the last week. The landowners would like to pursue Alternative #2, the more comprehensive approach. We are nearly \$113,804.52 short at this point. Madison Valley Ranch would contribute about \$10,000 toward the project. Jeff estimates 3-4 weeks project implementation. Discussion on high water, fundraising opportunities, and Kaye suggested getting bids for full project as well as dividing the project into two sections.

10. New Business:

- a. **Winter Meeting Schedule:** Kaye moves to change meeting times starting November meeting through the March meeting with brown bag lunch beginning at noon. Nick seconds. All in favor and motion passes.
- b. **MWP Meeting:** Nick and Mel will try to attend.
- c. **Upcoming Supervisor Training (1st 3 weeks of December?):** 310 Permit and 310 Law will be covered.
- d. **NACD Dues:** Kaye moves to pay \$250 to NACD dues. George seconds. All in favor and motion passes.
- e. **Extra Work Duties: Madeline:** Ethan requested extra hours for Madeline to help us stay caught up and button up projects in line for the remainder of the year. Ethan will outline a clear set of deliverables with a contract payable for up to 160 hours. Write a contract payable in two week segments for \$15/hour. Cori will figure out the logistics of the contract. Mel moves to pay Madeline \$15/hour plus an additional amount for taxes for another 160 hours. Nick seconds. All in favor and motion passes.

11. **Correspondence:** none.

12. **NRCS Report:** Kyle Tackett will be taking on responsibilities in the interim before a new DC is hired for our area.

13. **Supervisors Report:** none

14. **Staff/Project Report:**

15. Upcoming Dates:

- a. **October 18: MWP Meeting at 10:00 am**
- b. **Supervisor Summit: October 31st-November 1st in Great Falls:** Ethan will attend. Cori will email supervisor agenda to supervisors.
- c. **MACD Convention: November 14-16 in Bozeman**

Staff Report October 16, 2017:

Ethan Kunard

Madison Stream Team – Monitoring is finished up for the year, and Madeline is working to enter data and begin analysis for the report. Additionally, we're working with MSU Extension to begin housing all of our data in their "data hub." This allows people to go online to view our current data, and the website automatically generates graphs to help illustrate the trends and conditions we've monitored. Additionally, Madeline is working on an ArcGIS Storymap that she'll complete before the end of her service. This map will help tell the story of stream and water conditions in the valley, and will highlight the efforts (Madison Stream Team, restoration work, conservation practices, etc.) that we are working on to balance working lands and resource improvements.

Lower Jack Creek – We have a meeting scheduled October 16th with RESPEC, landowners, and potential funding partners, to discuss the design alternatives, as well as the cost estimates for the project. We just received confirmation for \$5,000 of support from Trout Unlimited via the Trout and Salmon Foundation. Looking at the design alternatives and cost estimates, however, we are still looking at a significant fundraising effort before this project can be fully implemented. During the stakeholder meeting, we will discuss potential contributions from the landowners to support project construction.

Moore's Creek Lyons – We received an invoice from David Lyons to reimburse him for his expenses toward the project that weren't covered through NRCS. The invoice is for \$71,615.70. We currently have received \$46,000 in funding support that is available, but have an additional \$32,000 that is secured (we can now invoice for this \$32K since the project work is completed).

Moore's Creek Culvert Project – The contractor has proposed a revegetation plan, and I've now referred to Madison County to develop a contract to implement the project.

Grant Writing Workshop – Cori, Madeline, and I attended a grant writing workshop in Bozeman. It provided a lot of great insight into non-profit financial management, and provided us with a better understanding of our foundations appropriate their funding. This could be very useful if we ever have the opportunity to seek out foundation funds.

2018 Operations/Budget Planning – We are going to begin putting together a list of some potential project/programs for 2018. This can be a great opportunity for the board to provide feedback on programs we want to develop/maintain in the coming year, as well as any other projects we might want to begin developing concepts for next year. Additionally, this can help us start to understand our staffing and operations needs for the coming year.

Ongoing and Upcoming Projects & Programs – Madison Watershed Planning & Drought Planning, Conservation Film Festival, Madison & Ruby Valley CD Banquet, Winter Workshop Series(?)

Planning Board Report

The planning board did not meet in September due to scheduling conflicts. Important items we'll be discussing this month, however, include: updating Madison County Growth Policy, and reviewing the updated Overall Development Plan from Moonlight Basin

Cori Koenig: Administrator

Office tasks: I've spent most of my time this month resolving the book keeping, getting MPERA (retirement) squared away and implementing systems to insure efficient and accurate payroll/book keeping in the future.

I attended the Grant Writing workshop Ethan referenced above and found the information valuable, particularly as we look ahead to how we will secure future funding.

Madeline Pruszenski: Big Sky Watershed Corps

Meeting adjourned at: 9:56 pm.

Mel McKittrick, Chair

Cori Koenig, Administrator