



## **Final Minutes**

Regular Board Meeting **\*\*12:00 PM\*\*** February 12, 2018  
Madison Valley Public Library Community Room

1. **Call meeting to order:** Nick Dyk called the meeting to order at 12:06 p.m.
2. **Supervisors Present:** Nick Dyk, Mel McKittrick, Bob Sitz, Neil Kent, George Boyd, Kaye Suzuki
3. **Staff:** Sunni Heikes-Knapton, Ethan Kunard, Cori Koenig
4. **Others:** Dave Moser, FWP, Elena Evans, MACD, and Jon Siddoway
5. **Review minutes from previous meeting:** Kaye moves to accept the minutes as presented. Bob seconds. All in favor and the motion passes.
6. **Financial:** Cori read the financial report & reviewed recent bills. Kaye moves to transfer \$60,000 from County Account to the savings account. Bob seconds. All in favor and motion passes. Kaye moves to accept the financial report as presented. Neil seconds. All in favor and motion passes.
7. **Public Comment: Expected Guests:** Jon Siddoway, retired Range Conservationist from NRCS, wanted the District to know he's available to help out. Mel asked if he had any interest in being an associate supervisor. Jon would be happy to. It will be on the March agenda.
8. **Elena Evans, MACD, Executive Director:** She is here in response to our letter regarding dues in October. She had some handouts including Annual Reports. She clarified that dues go to MACD and clarified MACD's role and what they've been working on. She answered several questions from supervisors regarding mill levy collection, MACD's strategic plan, the administrative fee charged for pass through grants, and the split between MACD and SWCDMI.
9. **Laura Demmel, NACD.** Not present.
10. **Business:**
  - a. **#17-30 Cody Williams:** Mel reported that the requested information has not been received yet. The application was tabled.
  - b. **#18-01 Tim Hokanson.** Mel and Dave visited the site today. It's a pretty simple project. Dave explained there is a culvert under the gas station at Norris. Some petroleum products spilled out of that culvert, it's currently filled with cement and there is no more drainage. They need to dig out the affected soil. DEQ will be present at the construction. The culvert empties out into Warm Springs Creek. Bob moves to approve 18-01 as proposed. George seconds. All in favor and the motion passes.
  - c. **#18-02 Jim Wellington:** This project is a continuation of work on O' Dell Creek. Mel called the engineer, they will meet when he is down here. Most likely mid-March to early April.
  - d. **Work Completion Reports.** None received.
  - e. **Monthly time spent on 310's.** Mel estimates 6 hours on 310's spent this month.
11. **Old Business and Reports: 1:15**
  - a. **Long-term funding strategies**
    - **Mill Levy Calculation**
    - Ethan reported and Elena touched on this topic. Elena is hoping to have a step by step process by April. She clarified that the city boundaries that were recorded when the CD was formed (1946) should define the taxable boundary.
  - b. **Banquet:** See New Business (H)

- c. **Science Fair Report:** Kaye presented on the Science Fair award winners for the CD. Kaye and Colten judged. Ethan and Sunni judged in the morning. They reported on the high caliber of projects the kids were presenting. MCD awarded \$75 to each of the following projects: Seeley Driskell, "S" in Stream, Soils Across the Seas, Maida Knapton and Kara Elliot, and Kaleb Rice, Pheasants in Ennis.
- d. Kaye questioned whether the CD would want to represent awards at the regional level? Nick suggested highlighting regional award winners in the Natural Resource News. Bob suggested keeping Harrison in the loop for comparable support.

## 12. New Business:

- a. **MACD Strategic Planning Survey:** Sunni passed the survey out. It is available electronically. This survey was not reviewed by the group. Drop dead date is the end of this week to be incorporated. Table until the end of the meeting - opportunity to fill out survey individually
- b. **MWCC Membership:** Ethan reported on the statewide membership. Receive discounts on trainings, registrations. The cost is \$50/year. Kaye moves to pay \$50 to MWCC and make it a recurring expense to be noted in annual financials. Mel seconds. All in favor and motion passes.
- c. **Supervisor Terms**
  - Mel, Bob, and George's terms are expiring in 2018.
  - The deadline for filing is March 12. Mel spoke about attendance and responsibility of supervisors. Sunni referenced the supervisor handbook. Sunni spoke about the possibility of advertising for positions. Elena clarified that Urban Supervisors do not have to live in the city limits to be appointed. Nick spoke about the importance of advertising positions and filing deadlines. Sunni will get it out as an E-news feature.
- d. **Supervisor Handbooks:** get a copy for everyone with MCD specific description. Get George 310 law book (Nick has an extra.)
- e. **Nametags:** Ethan, George, and Sunni all need name tags.
- f. **Montana Women: From the Ground Up, Passionate Voices in Agriculture and Land Conservation book:** tabled.
- g. **Administrative Position:** Cori will be done June 1, 2018. Discussion of the position description, number of hours, and budget to optimally fill the position. The plan is to advertise asap, interview mid-March, start date May 1, 2018 so they can train with Cori.
- h. **Banquet Assistance:** Sunni reported. Sunni proposed to hire someone to help with banquet administration, photo contest minutia, and stewardship award details for 10 hours/week for next 11 weeks. The cost would be approximately \$1,660.
- i. On-line ticket sales. Ticket sales will be split down the middle. Mel moves to hire Pamela Kimmey for the banquet assistance at \$14/hour, average of 10 hours per week, not to exceed 110 hours in eleven weeks. Kaye seconds. All in favor and the motion passes.
- j. **310 Funding:** Elena reported how the budget works at the DNRC and legislative level. 310 Law is in statute but funding is not in statute. However, 310 law is not alone in unfunded statutes. Judging from what she has heard from DNRC, 310 funding will most likely not be a priority. She advised not to plan on 310 funds in future budgeting efforts. Mel suggested that if the district charged a fee, the district would see an increase in un-permitted work. Nick suggested we draft a letter to the DNRC, the legislature, and cc: EQC (Environmental Quality Committee.) Elena will forward a sample letter from Lincoln County.
- k. **Letter of Support for Farm2Fork Grant.** Nick stepped out at 2:20. Mel took over running the meeting at this point. Sunni reported on the opportunity for F2F to buy a green house and expand work with the high school students for \$15,000. F2F has requested a letter of support from the CD. Neil moves to write a letter of support to the F2F grant. George seconds. All in favor and the motion passes. Kaye abstains.

## 13. Correspondence: 2:30 None.

## 14. NRCS Report: There was no one here to report. Dan Durham had a baby boy last night.

**15. Supervisors Report:** Bob gave an update on the Willow Creek Water Association. Water users have been clear up to the Supreme Court and won in court versus DNRC. They are court-ordered to begin mediation.

He also reported on a situation at a neighbor's property.

**16. Staff/Project Report**

**17. Executive Session**

**18. Upcoming Dates:**

- **Crop School, MSU Extension: Wednesday, February 21<sup>st</sup>, 10:00 am Three Forks**
- **Brucellosis meeting Feb 22 Headwaters Livestock in Three Forks.**
- **Conservation Concepts: 6-8 pm, Wednesdays, Elementary Lunchroom**
  - **Innovations in Irrigation: February 21<sup>st</sup>**
  - **Conservation Tree Plantings: February 28<sup>th</sup>**
  - **Protecting and Promoting Pollinator Habitat: March 7<sup>th</sup>**
  - **Noxious Weeds-Understanding & Managing Invasive Transplants: March 14<sup>th</sup>**
- **MCD RVCD Banquet: April 21<sup>st</sup>**

## Staff Report

### Ethan Kunard: Water Programs Manager

**Evaluation & Monitoring Workshop** – Continuing to participate in this program, along with MVRG. Future West is facilitating a series of webinars to help the organizations who met last November setup an evaluation and monitoring plan. We'll begin developing this framework over the coming months, and will then reconvene with the consultant this spring. This can be helpful for us as we begin working on a short/mid-term operation plan and budget.

**Winter Workshop Series** – In the first three weeks, we had 41 attendees total. So far there has been a lot of interest from the people who have attended, and we've attracted a diverse audience. The workshops will continue each Wednesday evening through March 14<sup>th</sup>.

**Big Sky Sustainable Water Solutions Forum** – For the last 18 months, we've been represented in an effort taking place in Big Sky to address their water resource concerns. From this planning effort, a document was developed that outlines implementation measures to address watershed health, water supply, and wastewater treatment in the resort area. Since there are no other entities likely to take the lead on these efforts, there is a general expectation for the Madison CD to pick up these pieces moving forward. This will require a larger discussion about our capacity to devote time to these efforts in the coming years. Given the anticipated growth in Moonlight Basin, there might be an opportunity to make a direct request from Madison County to proactively work on these issues, as well as a possible opportunity to receive support from the Big Sky Resort Tax.

**Watershed/Drought Planning** – I've begun compiling information that we've accumulated over the past year to start drafting this watershed management plan. The anticipated timeline is to have much of the "water quality restoration" section done by May, and to then add drought resilience components by August. Due to the funding sources that are supporting this effort, this has to be a high priority (~40 hr/week) devoted toward this to meet our contractual obligations.

**Madison Stream Team** – We're currently determining our 2018 funding strategies, and are also deciding how to manage the program with our limited time between staff.

**Montana Watershed Coordination Council** – I attended the annual meeting in Helena on January 12<sup>th</sup>. At this meeting, I was voted in as chairman, which I will serve for a minimum of a one-year term. As the organization continues growing

and expanding, there are a lot of demands on this position. Although I'm working on certain tasks associated with MWCC during "business hours," I track this time separately from any time working on Conservation District activities to ensure I'm still fulfilling my duties with the CD.

## **Planning Board**

**Moonlight Basin ODP** – We reviewed the update to Moonlight's proposed new Overall Development Plan. There are still a lot of elements that are brought to question, and we'll continue working with Moonlight and others to see if there are opportunities for mitigating these concerns.

## **Sunni Heikes-Knapton:**

**Lower Jack Creek:** We have a request for bids for construction. They are due February 21, and we will need to review them and then make a decision to notify the selected contractor by February 28<sup>th</sup>. The Board needs to decide how to move forward with selection since it will take place between our meetings. George will review contracts.

**Stewardship Award:** We will begin advertising soon. Please be thinking of who you might nominate.

**Photo Contest:** We will begin advertising soon.

**Banquet:** Slated for April 21<sup>st</sup>. Need to discuss additional help with the logistics. Kaye moves to contract with kate for the graphics for the banquet. George seconded. All in favor and the motion passes.

**Moore's Creek Lyons:** We will be helping with the final plantings in the restoration area this spring.

**Budget and Strategic Planning meeting:** Need to set the date and the goals for this in May 2018. What are the goals of the supervisors?

## **Cori Koenig: Administrator:**

Administrative Tasks: I've been busy with various administrative tasks and book keeping. I'm wrapping up 310 Permit reporting for 2017.

Meeting adjourned at 2:55 pm

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Nick Dyk, Chair

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Cori Koenig, Administrator