



FINAL MINUTES

Regular Board Meeting **7:00 PM** August 20, 2018
Madison Valley Public Library

1. **Call meeting to order:** Nick called the meeting to order at **7:00**
2. **Supervisors present:** Bob Sitz, Mel McKittrick, Colten Clark, Nick Dyk, Kaye Suzuki, George Boyd
3. **Staff present:** Ethan Kunard, Sunni Heikes-Knapton, Emily Osborn
4. **Others present:** Sean Lewis-NRCS, Abigail Dennis
5. **Review minutes from previous meetings: 7:01** Mel moves to approve the July minutes as modified, Bob seconds. All in favor and motion passes.
6. **Financial-Emily Osborn: 7:05** Emily read and reviewed the financial report. George moves to accept the financial report. Kaye seconds. All in favor and motion passes.
7. **Public Comment:** Abigail Dennis was present at tonight meeting and is looking at ways to be involved in the community, she is attending the meeting tonight to see what role the MCD plays in the community.
8. **Business-310-Mel McKittrick: 7:12**
 - a. **#18-20 Steve or Eric Hamilton, South Willow Creek (Ditch Diversion in Potosi Campground):** Tabled.
 - b. **#18-23 Pat Goggins, Moores Creek (Replace failed diversion structure):** This permit is to replace a failed diversion structure. The MCD received an emergency 310 on the failed diversion structure this spring. They want to put a wooden head gate where the dam was and improve the structure. Kaye moves to approve #18-23 as proposed with the 15-day waiting period waived. Colten seconds. All in favor and motion passes. Permit expires 8/1/2019.
 - c. **#18-24 John Crumley, North Meadow Creek (Erosion prevention):** An emergency 310 was submitted this spring. They sloped the bank and packed sod material into the bank to help prevent further erosion. Dave Moser recommends reseeding with a native seed mixture. Work on this project has been completed. Bob moves to approve #18-24. Colten seconds. All in favor and motion passes.
 - d. **#18-25 Tim Cashman, Beaver Dam Ranch-Leonard Creek (Bridge repair/reconstruction):** This project will install jersey barriers with concrete added for stabilization and construction of a wooden bridge. Modifications include the use of proper BMP's to reduce sediment/wattles/coir fabric and working in the dry as much as possible. George moves to approve #18-25 as proposed with modifications, Bob seconds. All in favor and motion passes. The 15-day waiting period is waived. Permit expires 8/20/2019
 - e. **Work Completion Reports:**
 - **#17-20-O'Dell Creek crossing**
 - **#18-03-Bear Creek headgate**
 - **#18-16-Mill Creek headgate**
 - f. **Monthly time spent on 310's:** Mel estimates 7 hours spent on 310's for July
 - g. **Succession planning-310's with Mel:** The board needs to have a backup if Mel is not able to make the 310 site visits. Kaye and Jon have both gone on 310 inspections with Mel in the past. If Mel is not able to go, Kaye and Jon both would fill in for him.
9. **Old Business and Reports: 7:50**
 - a. **Strategic Planning/CD Foundation report-Sunni**

- **Strategic planning meeting with Dan Clark, October 18-19, or October 30-31st, 2018:** Dan provided two possible dates for the strategic planning meeting. He recommends breaking up the meeting into a two-day event. Dan will send out a survey outlining our goals and expectations for the CD Strategic Planning effort, this survey also helps structure the meeting. The survey would be sent before the meeting, filled out anonymously, and the answers returned for everyone to review. Full MCD supervisor attendance is not possible for those dates. Sunni will contact Dan for any November, December, or January dates that are available.

10. New Business: 8:01

- Bookkeeping Services report-Emily:** The MCD has signed a contract with Kristi Lyons, CPA of INA accounting, PLLC, to take over our payroll. Kristi's first payroll cycle will be the September 1st payroll.
- Joint Funding Agreement with USGS-Sunni:** The USGS maintains the Cameron Gage. We have been involved since 2011. The BLM is not able to provide all support for this gage. The USGS can help with half the operation cost of that gage. Total operation cost is \$18,000.00 a year. This gage qualifies a joint funding agreement within agencies. The MCD would be the fourth signer for money to pass through. Sunni recommends 5% percent administration fee of Northwestern Energy's \$3,000.00 (\$150.00 our cost). Funding for this year is already in place, this would be funding for next year. Bob moves to pursue a 5% administration joint funding agreement with Northwestern Energy to fund the Cameron Gage. George seconds. All in favor and motion passes.
- Overall Development Plan from Lone Mountain Land-Ethan:** The Lone Mountain Land Company will present an update to their Moonlight Basin Overall Development Plan (ODP) at the upcoming county planning board meeting. The MCD participated in a meeting with other natural resource stakeholder organizations on July 20, 2018 to review and discuss the potential mitigation efforts being considered by Lone Mountain Land Company. Each group decided to provide a letter to the planning board with recommendations. Sunni prepared a draft letter addressed to the Madison County Planning Department. Kaye moves to submit the modified statement letter. George seconds. All in favor and motion passes.
- MWCC Symposium, October 10-12, 2018-Ethan (Ethan is attending-requesting assistance with registration and lodging cost.):** Ethan requests support for registration and lodging cost. \$200.00 registration plus lodging cost split with another attendee. Mel moves support up to \$500.00. Kaye seconds. All in favor and motion passes.
- August 22nd, DEQ meeting, 1:00 PM (First Madison Valley Bank)-Ethan:** DEQ has been working on our TMDL's for the Madison watershed. They just released the drafts of these TMDL's and are taking comments and questions at the meeting as well as presenting a brief summary of the document. Ethan will be attending along with one MCD supervisor.

11. Correspondence: 9:06

- Dottie's Bookkeeping Services (DBS)-Emily:** Emily reached out to MPERA and they provided a detailed invoice of the penalty amounts and which pay dates they corresponded with. Emily drafted a response to Dottie including an invoice from MPERA along with email correspondence between DBS and the MCD showing the payroll dates. Today we received our certified mail receipt showing that Dottie was in receipt of our packet.
- Madison County Commissioners/John Tubbs letter:** The Madison County Commissioners sent a letter to DNRC Director John Tubbs addressing the lost 310 funding after it was brought to their attention by the MCD and RVCD at the June 26, 2018 commissioners' meeting. Director Tubbs sent a reply to every conservation district addressing the funding problems.
- Stream Team thank you cards-outgoing, needs signatures**

12. NRCS Report-Sean Lewis: The NRCS is working on projects in the middle of construction. Sean is attending weekly meetings. They hired a DC in Sheridan, Jon Wagner to take over the vacant position. He will be starting September 17th.

13. Supervisors Report

- a. **Equipment Usage-Colten:** All the equipment is in good shape. The track filler has been getting use at Snowcrest Ranch.
- b. **Bob-** John Scully has reported an increase in Grizzly activity in the region. He hopes to host a workshop to get input on the Grizzly situation.

14. Staff/Project Report

15. Upcoming Dates:

- a. **DEQ meeting, August 22nd -Ennis, MT**
- b. **Supervisor Summit, August 29 & 30-Helena, MT**
- c. **Conservation Film Fest, August 31-Ennis, MT**
- d. **Area 6 meeting, September 26-Clyde Park, MT**
- e. **2018 Watershed Symposium, October 10-11-Whitefish, MT**

Staff Report

Ethan Kunard: Water Programs Manager:

Watershed/Drought Planning – There will be a meeting hosted by DEQ on August 22nd at 1:00 for stakeholders to comment on the draft Madison TMDLs for nutrients, metals, and pathogens impairments on South Meadow, Moores Creek, Elk Creek, Hot Springs Creek, and O’Dell Creek. We’re currently in the 30-day comment period for stakeholders. These comments will then be incorporated into the draft document before the piece goes out to public review/comment in September. At that point, there will be a 30-day public comment period on the TMDLs before being finalized. I’ve compiled comments/questions to send to DEQ, but it would also be great to have a supervisor attend this meeting where a presentation will be given for the Madison TMDLs. Additionally, the Montana DNRC is requesting an extension for the Missouri Headwaters Drought Resilience Project that would allow us to have additional time to expend the \$13,000 remaining in that contract to address water supply vulnerabilities for surface and groundwater in the Madison.

Madison Stream Team – We’re nearly halfway through the sampling season. With time commitments on other efforts, I’ve not worked on a lot of the data entry and analysis so far, so there is not much to report yet on streamflow and water quality results. As time frees up, I’ll be working to catch up on those items.

Watershed Stories – The interviews have been completed, and our final products should be available in October.

MWCC Watershed Symposium – October 10-12th is the biennial Montana Watershed Coordination Council’s Watershed Symposium in Whitefish, MT. I have been working throughout the past year with MWCC to help plan the Symposium, and think the theme, “Advancing Conservation Through Effective Communication” will provide some great opportunities for local conservation groups to learn new ideas and skills. We’re anticipating almost 200 people to attend from around Montana. In addition to delivering the opening address, I’ll also be moderating one of the sessions with local groups and funders who are attending from around the Western US.

Planning Board – We had a pre-plat application for a subdivision in Moonlight Basin. The development was directly adjacent to one of the larger wetlands in the area, and also had two small streams flowing through the parcel. The developer initially requested a variance to the 100ft. setback from the stream corridor, but the variance was eventually withdrawn. The developer did not provide a buffer for the adjacent wetland, and I expressed concerns with nearby runoff having negative impacts to the condition of that wetland. The developer assured that the covenants will prohibit any impacts from occurring (as long as they are enforced throughout time).

Sunni Heikes-Knapton – Watershed Coordinator:

Lower Jack Creek: We were notified that we will be awarded \$20k for the Phase II work on Lower Jack Creek by the Montana Watershed Coordination Council. I will be attending the 223 hearing on August 29th in Helena to present for that grant request. We anticipate additional \$15k in grant support from Trout and Salmon Foundation, Yellow Dog Foundation, and the Montana Trout Foundation. We completed photo monitoring and did some maintenance on the browse protections on the plantings. Madison Valley Ranch staff is managing the watering tasks.

Moore's Creek Lyons: We completed the photo monitoring and NRCS will be doing a final check out. We need to go back to complete the final greenline transects in August.

GROWW: We submitted for \$7K for the teaching greenhouse and for new pollinator beds at the school garden. We would like to submit a letter of interest to get an observation hive at the school.

Conservation Film Festival: Final planning is underway for the August 31 showing, which will be free to attendees. Please attend to support this effort. The films are worth seeing.

Madison Watershed Partnership: We discussed updating the MOU to include Wildlife Conservation Society and Jack Creek Preserve as partners, and also to define the expectations of partner participation.

BSWC: The application was completed and submitted for the 2019 Big Sky Watershed Corps program. We should hear back in September if we were accepted, and then selection for members will be in Oct/Nov. The term starts January 2019.

Conservation District Foundation: I attended the Madison Valley Ranchlands Group July meeting and explained the thought behind the idea. I explained we would likely know more after our fall strategic planning session. They encouraged the idea of forming a CD subcommittee under the current MVRG structure.

Emily Osborn- Administrator:

Administration tasks: I have been busy with various administration tasks and bookkeeping. I have drafted and secured a contract with Kristi Lyons of INA Accounting, PLLC with the help of Don MacIntyre, Kaye and Mel to take over our payroll duties from Ward, Stender, and Associates and am working to ensure a smooth transition.

Meeting adjourned: 9:36pm Nick Dyk

