



Madison Conservation District  
*Local Common Sense Conservation*

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**FINAL MINUTES**

Regular Board Meeting **\*\*12:00 PM\*\*** January 21, 2019  
Madison Valley Public Library

1. **Call meeting to order: 12:04**
2. **Supervisors Present:** Jon Siddoway, Colton Clark, Abigail Dennis, Kaye Suzuki, Nick Dyk, Mel McKittrick,
3. **Staff Present:** Ethan Kunard, Emily Osborn, Briana Shook
4. **Others Present:** Paul Jurenas, Halley Perry-ED, Ennis Chamber of Commerce
5. **Review minutes from previous meetings: 12:05:** Kaye moves to approve the minutes as presented. Jon seconds. All in favor and motion passes.
6. **Financial-Emily Osborn: 12:06:** Jon moves to approve the financial report for November and December. Colten seconds. All in favor and motion passes. Mel moves to transfer \$50,000.00 from county to savings. Colten seconds. All in favor and motion passes. Mel moves to transfer \$20,000.00 from savings to checking. Jon seconds. All in favor and motion passes.
7. **Public Comment:** Introductions. Halley Perry, the Executive Director of the Ennis Chamber of Commerce invited the MCD to the Chamber Appreciation dinner, February 9<sup>th</sup>, 5pm to 7pm. The Ennis Chamber of Commerce would like to work with the MCD on another film festival at the Fly Fishing and Outdoor Festival, August 30-31, 2019 they would like to expand on the outdoor aspect of the festival.
8. **Business-310-Mel McKittrick: 12:35**
  - a. **#18-20 Steve or Eric Hamilton, South Willow Creek (Ditch Diversion in Potosi Campground):** Mel will contact the Ron Spoon to schedule a time to review this application. This 310 was tabled at the November meeting due to site being inaccessible due to snow. Clayton Marxer, NRCS will also visit the site.
  - b. **#18-27 Bob Wagner, Moores Creek (Complaint):** Pat Goggins and Bob Wagner are working together to resolve the issues with this section of stream to prevent the creek from backing up and icing onto Pat's property. The MCD will hold this complaint until resolved.
  - c. **#18-29E Keith Dunn, North Willow Creek (Beaver Dam):** This project was to clean up an area on North Willow creek that gorges in the winter. They pulled out debris to get the channel back in the original location. The work was completed and they are not having the gorge issue now. Mel will contact Ron Spoon to look at the site to review and see if there is any additional work required for a regular 310 permit.
  - d. **Work Completion Reports:** none
  - e. **Monthly time spent on 310's:** Mel estimates 5 hours spent on 310's this month.
9. **Old Business and Reports: 12:55**
  - a. **Strategic Planning:** The board was present at our November 27<sup>th</sup> strategic planning meeting where the MCD established our Mission, Vision, Values, and 3-5 year goals. Paul Jurenas was present and offered his assistance with range management programs. Kaye suggested a pop-up office or workshop in Harrison/Pony area possibly the 3<sup>rd</sup> Wednesday of every month to offer our services. Nick thought that the smaller landowners may be interested in this.
  - b. **310 Site training:** Emily has been in contact with Karl Christensen, DNRC regarding the MCD hosting a 310 site training workshop. Karl has provided 2 dates for consideration.
    - **February 25<sup>th</sup>, or 26<sup>th</sup>?** The MCD board approved of the February 25<sup>th</sup> date.

- **Location:** The Workshop will be held in the Madison Valley Bank. The Workshop will be from 10am to 3pm. A \$5.00 registration fee will be charged to cover lunch expenses. Emily will send invites to neighboring districts and FWP with a RSVP deadline of February 18<sup>th</sup>.
- **Topics covered:** Site examples, jurisdiction, 310 law, application process.
- c. **310 Joint Application:** The MCD received a revised copy of the current 310 application with the proposed changes.
  - Comments due by January 31, 2019
- d. **Lower Jack Creek**
  - **Review revised RE Miller contract:** Ethan will meet with Jeff Dunn prior to updating the contract. NW energy awarded \$44,000.00. The MT Trout Foundation will partially fund the project. Trout Unlimited will fund the remainder to help cover Jeff Dunn's position as Project manager.
- e. **BSWC Member:** Briana has joined us for BSWC member from Columbus Ohio. She has been with the MCD a couple weeks now. She attended the BSWC orientation last week.
- f. **Dotties Bookkeeping:** Emily received word from MPERA regarding our appeal to them to waive the late payment penalty fees that were the result of Dottie's Bookkeeping Service accounting errors. MPERA has informed the MCD that they will waive the penalty's. These penalty fees will be removed from the MPERA system soon.
- g. **310 Administrative 223 Grant Funding FY16/17:** Nick moves to accept the 310 administrative funding from the DNRC for Fiscal year 16/17. Kaye seconds. All in favor and motion passes.
- h. **Staffing Discussion:** Ethan has compiled a list of the MCD's current open grants with reporting deadlines. The MCD currently has 13 open grants that Ethan is managing. Ethan does not see a need currently to bring on full time employee with Briana and Emily's help. After Briana's BSWC term ends in November 2019, the MCD could reevaluate and possibly consider a part time position. Emily is interested in increasing her capped hours at the MCD from 20 hours a week to 30 hours a week to help cover time invested in banquet planning and day to day office tasks. Mel moves to increase Emily's hours not to exceed 30 hours a week. Kaye seconds. All in favor and motion passes.

#### 10. New Business: 1:36

- a. **Officer Elections:** Kaye moves to retain Mel and Nick as Co-Chairs of the MCD. Colten seconds. All in favor and motion passes. Mel moves to retain Kaye as Treasurer for one year. Nick seconds. All in favor and motion passes.
- b. **Banquet Planning**
  - **Stewardship award-nominations due Feb. 12:** Jack Creek Preserve inquired about the possibility of having one of their previous board members nominate the JCP.
  - Select awardee at Feb. 18<sup>th</sup> meeting.
  - Sponsor letters (signatures):
- c. **Support for writer Lauren Oakes event:** Jon Osborn is organizing a speaking event with Author Lauren Oakes, In Search for the Canary Tree to be held, February 28<sup>th</sup> at 6pm. Lauren is a Conservation Scientist with the Wildlife Conservation Society (WCS) and an Adjunct Professor in Earth System Science at Stanford University. Jon is reaching out to local conservation groups for support in promoting this event. Kaye moves to support the Lauren Oakes speaking event on February 28<sup>th</sup>. Mel seconds. All in favor and motion passes.
- d. **Science Fair:** The science fair is Monday, January 28<sup>th</sup>. Briana and Colten will be present to judge on the Conservation based entries.
  - a. Awards: Not to exceed \$300.00. Not to exceed 4 recipients. Kaye will present the awards.
- e. **New MCD Website:** Ethan and Emily are working with Kate Arpin to redesign the MCD website to reflect the MCD's newly established Strategic Plan.

#### 11. Correspondence: 1:50

- a. **DEQ rule change comments**
  - Sewage Lagoon rule-due January 28
  - Ground water rule-due February 8th

- b. DNRC change of water right public notice
- c. Lone Mountain Land Company
  - Moonlight Basin Proposed Subdivision-Lee's Pool Subdivision, Planned Unit Development
- d. Sunni's thank you note

- 12. **NRCS Report:** John Wagoner is not present at today's meeting but provided an NRCS report (attached).
- 13. **Supervisors Report:** Nick took a vacation to Iceland and toured geo thermal and hydroelectric plants as well as agriculture production only grass and dairy is produced. Dairy farms are 30-40 cows. Greenhouses are the largest form of ag currently producing tomatoes and small vegetables. Iceland receives about five hours of sunlight a day in winter. Electricity is about 4 cents per kilowatt. Fuel is about \$8.50 per gallon.
- 14. **Staff/Project Report:** Kaye requested Emily or Ethan attend the GROWW program meetings held every other Tuesday at 3:15PM

15. **Upcoming Dates:**

- a. Montana's Conservation Partners Meet and Greet, January 24-Helena, MT
- b. Montana Board of Livestock Meeting, January 25-Helena, MT
- c. MWCC 2019 Watershed Day and Annual Meeting, January 28-29-Helena, MT
- d. NACD 73<sup>rd</sup> Annual Meeting, February 2-6-San Antonio, TX
- e. Plan, Prepare & Pass It On Workshop, February 5-6-Billings, MT
- f. 4<sup>th</sup> Annual Greater Yellowstone Agricultural Forum, February 7-Three Forks, MT
- g. 2019 State Wide Administer Training, June 3-6-Highwood, MT
- h. Montana Range Days, June 17-19-Dillon, MT
- i. Montana Youth Range Camp, June 25-28-Bozeman, MT
- j. 33<sup>rd</sup> Montana Natural Resources Youth Camp, July 14-19-Missoula, MT

## Staff Report

Ethan Kunard: Water Programs Manager

**Watershed/Drought Planning** – The Montana DEQ submitted the Metals, Nutrients, and Pathogen TMDLs to the EPA for final approval. I'm unsure of the timeline for these being reviewed and accepted. The DNRC also extended its contract with groups in the Missouri Headwaters to continue drought-related planning efforts.

**Madison Stream Team** – I'm working with Briana to guide her in finishing the 2018 data analysis and report.

**Watershed Management Grant** – We were awarded \$11,165.00 from the DNRC. This includes \$3,000 toward our Big Sky Watershed Corps host site fee, and \$7,650 toward project planning and landowner site-visits (includes acquisition of drone for collecting video and photos for documenting site conditions). This contract runs through Dec. 31, 2020.

**Big Sky Watershed Corps** – Briana officially started on January 7<sup>th</sup>. With grant support from MWCC, SWCDM, and DNRC, we were able to secure \$11,625 toward our host site fee (95%). Her time will be allocated toward the Ennis Schools pollinator garden, soil health education/outreach, communications and outreach, Madison Stream Team, and MCD strategic plan development.

**Planning Board** – No December meeting to report on.

Emily Osborn: Administrator

**Administration Tasks-** Emily received an email back from MPERA regarding our request of MPERA to waive the late payment penalty fees in the amount of \$2,960.00 resulting from the errors in reporting by Dottie's Bookkeeping Service. MPERA waived these penalty fees and will remove them from our account in the coming month.

**2019 Banquet Planning-** Banquet planning is coming along. Emily continues to meet with the Ruby Valley Conservation District every month to discuss the planning of the 2019 banquet. The RVCD selected the band "Little Jane and the Pistol Whips" to perform at the banquet. Scott Kelley with the Gravel Bar will operate the bar. The MCD ran a public notice for caterers in The Madisonian for two editions, Emily and Shirley Galovic (RVCD) also contacted caterers directly. We had one response to our notice. Janet Marsh, The Shovel and Spoon was selected to caterer the event at \$20.00 per plate, buffet style. Nomination are open for the Stewardship award. They are due February 12, 2019.

**Bear Creek Days-** Imery's Talc responded to our letter requesting support for Bear Creek Field Camp stating they would like to support the camp. Emily is waiting for more information from them.

**Nick Adjourned the Meeting at 2:13pm**

**Executive session called to order: 2:13pm**

**Decisions of executive session:** MCD will issue Ethan a payment of \$350.00 to reflect the 1.5% pay increase for the FY18/19 from July 1-December 16, 2018.

Board approved a \$1.50 an hour pay increase for Emily Osborn instituted in the current pay period.

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Nicholas Dyk, Co-Chair

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Emily Osborn, District Administrator