



Madison Conservation District
Local Common Sense Conservation

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FINAL AGENDA

Regular Board Meeting **12:00 PM** November 18, 2019
Madison Valley Public Library, Montana Room

1. Call meeting to order: 12:00
2. Supervisors Present:
3. Staff Present:
4. Others Present:
5. Review minutes from previous meetings: 12:05
 - a. September
 - b. October
 - c. October hiring committee
6. Financial-Emily Osborn: 12:06
 - a. September
 - b. October
7. Public Comment:
8. NRCS Report:
9. Business-310-Paul Jurenas: 12:15
 - a. #19-34 Nicholas Dyk, South Willow Creek – Headgate replacement
 - b. Work Completion Reports:
 - c. Monthly time spent on 310's
10. Old Business and Reports: 12:30
 - a. MCD accounts and interest
 - b. Replacement Supervisor/Board positions
 - c. MCD Staff Positions
 - Conservation Programs Manager
 - Conservation Resource Technician
 - d. Equipment update – Colten Clark
 - e. 310 salary review and position structure
 - f. CD Banquet
11. New Business: 12:45
 - a. 310 model rule update
 - b. Mel McKittrick Scholarship donation
 - c. Hiring Committee
 - d. MCD Bookkeeping
12. Correspondence: 1:00
 - a. Grigsby Law-Jack Creek Road
13. Supervisors Report
14. Staff/Project Report

15. Upcoming Dates:

- a. Winter Beef Seminar & SW MT Stockman's Association Meeting, November 19 – Dillon, MT
- b. MACD Convention, November 20-22 - Kalispell, MT
- c. Montana Soil Health Symposium, February 4-5, 2020, Billings, MT

Staff Report

Emily Osborn: Administrator

Administration Tasks: Ethan's last day with the MCD was November 15th. Kristi Lyons has taken care of the final benefit payout for his accrued sick leave/vacation time. Invoices for the completed Lower Jack Creek project have been coming in and being paid. We have had two applicants for the Conservation Programs Manager position, applicant will be reviewed at this November 18th meeting.

NRCS Grant: We received the final payment for the Pollinator Garden and Campus Greenhouse from NRCS and submitted a final grant report.

319 Mini Grant: Our BSWC member applied and was granted this 319 mini grant from SWCDM to establish dog waste stations at Lions Park. This project was completed this summer by Ethan. A final grant report has been submitted and we are awaiting the final reimbursement payment in the amount of \$1338.25.

Madison Farm 2 Fork: Shylea has been busy working with the students at Ennis Schools. They had a garden cleanup day to put the beds to rest. She is researching a contest with the Farm Bureau that several classes have expressed interest in. She hopes to develop a relationship with the Farm Bureau and secure possible funding through them.

Lower Jack Creek: The Montana Conservation Corps crew arrived on 10/14 to help with willow harvesting. They provided support for that full calendar week, and additional volunteers accompanied them on 10/17, 10/18, and 10/19. RE Miller began moving material on 10/21. Work was completed on 11/5 (with the exception of containerized plants that need to be purchased and installed in Spring 2020). Most of the funding contracts (seven total) for the project expire 12/31/2019. Ethan has worked to submit some of the final reports. We are waiting for several invoices before these can be submitted. Invoices have been being paid as they come in.

Madison Stream Team: Ethan will remove all TruTrack devices from Moores Creek, North Meadow Creek, South Meadow Creek, and Jack Creek. When the data is downloaded, the 2019 monitoring report can be drafted.

Emily's departure: I was presented with an offer to work with INA Accounting (Kristi Lyons) and will be transitioning into that position on November 25. I will be continuing my current part time hours with the MCD until my last day, December 20th. I will be in the MCD office every Thursday and Friday to continue with my tasks, but will be available as needed until I transition. Ethan and myself have developed an expanded job description for my position with the MCD to be reviewed and decided at our November 18th meeting.