

MEETING CALLED TO ORDER: 9:10 by Jason Camp, Chair

THOSE PRESENT: B. Logar, M. Hanson, B. Wright, S. Leep, J. Schutter

EXCUSED:

GUESTS: Kathryn Kelly (Kelly Ranch), Chris Mahoney (NRCS), Jessica Van Vost (Anderson-ZurMuehlen), Tyler Reichhoff (Anderson-ZurMuehlen), Tony Thatcher (DTM Consulting), Rebecca Ramsey (Ruby Valley Conservation District and Watershed Council).

310 INSPECTION REPORTS ~ READY FOR DECISION:

No new complete 310 applications were received prior to the March 2<sup>nd</sup> deadline.

310 NEW BUSINESS:

An incomplete 310 application was received 2/23, two applications will be submitted later.

A 310 application was received for NorthWestern Energy to rehabilitate and repair the outlet at Hebgen Dam. The inspection will be scheduled in April.

310 OLD BUSINESS: None

PUBLIC COMMENT:

### **Business Portion**

READING AND APPROVAL OF MINUTES FOR FEBRUARY 16 2017: Minutes were not available from the February meeting. February minutes if available will be presented at the April 20<sup>th</sup> board meeting.

GUESTS

#### **Channel Migration**

Rebecca Ramsay and Tony Thatcher gave an overview of a channel migration mapping project encompassing the headwaters of the Missouri River. The project began in 2010 with a pilot program on the Ruby River. The project has enjoyed great success with landowners and partnering agencies as an educational tool. Following devastating high waters in the 2011 water year, a grant in 2012 expanded the scope to include the Jefferson, Madison, Gallatin and East Gallatin rivers. Results from this project are in draft-peer review form. A public meeting is scheduled for March 30<sup>th</sup> in the Gallatin Conservation District conference room from 1:30 to 4:30. The emphasis of the meeting is to provide context for the project, the process utilized in the study, and an overview of the results to date. An important aspect of the March 30<sup>th</sup> meeting is to solicit anecdotal information and local knowledge to support or revisit findings of the study. A final product will roll out in late 2017; storage for the report and maps will be at the Gallatin Conservation District as well as with the Montana State Library.

**NEW BUSINESS:**

**Kelly Ranch planning grant seeking sponsorship from GCD, next steps.**

Severe erosion along the Gallatin River has threatened the irrigated fields of the Kelly Ranch and threatened the Low-line canal for several years. Seeking a solution, Katheryn Kelly hired Great West Engineering to study a 6000' reach of the river and develop a plan to prevent the river from encroaching further into productive river bottoms or compromising infrastructure related to the head-gate of the Low-line canal and the Gabriel ditch. Ms. Kelly came to the meeting to request support on behalf of the Gallatin Conservation District through sponsorship of a \$10,000 DNRC planning grant. The GCD would effectively conduit money through from DNRC as the role in this partnership.

10:24 am - S. Leep made a motion for GCD to sponsor Katheryn Kelly on the DNRC application, with assistance from Kelly's engineer as a grant manager. B. Logar seconded the motion as proposed. Motion carried by unanimous vote.

**Financial Review process**

Representatives came from Anderson-Zurmuehlen to give an overview of the financial review of the Gallatin Conservation District through December 31, 2016. Numerous recommendations were made with emphasis on financial controls and policy.

11:25 am – M. Hansen made a motion to implement financial controls: 1) GCD should establish a \$1000.00 capitalization policy and develop an inventory. 2) GCD should require two signatures on checks written from the Manhattan Bank account, and only Supervisors should be authorized signers on this account. 3) Payroll control should be implemented, including employee timecard submission to all supervisors, the pay period should be reassigned from semimonthly (24 periods per year) to bi-weekly (26 periods per year). All fund transfers (EFT or ACH) should be initiated by the acting chair, or another supervisor in the event the acting chair is unavailable. J. Schutter seconded the motion as proposed. Motion carried by unanimous vote.

**Review MOA from Extension**

A proposed Memorandum of Agreement was prepared by MSU Extension concerning the shared extension/CD employee. GCD would be responsible for paying for 0.25 FTE and benefits, totaling \$10,686. This is a single year agreement.

12:03 pm – M. Hansen made a motion to accept the proposed MOA as presented in draft form. B. Logar seconded the motion as proposed. Motion carries by unanimous vote.

**GRANTS/AGREEMENTS/CONTRACT REPORT:** None

**WELL-TESTING COST SHARE PROGRAM:** None

**COST SHARE PROGRAM:**

Sarah Welles, north of Belgrade limits, is interested in establishing bees to promote pollination in the area, she is seeking support through GCD's Cost Share Program and wanted to know if the project fit under the scope of the program as intended. B. Logar commented that the program, and GCD, help fill a much needed niche for small acreage landowners. M. Hansen supported this by saying the support is there for the larger producers. All Supervisors agreed this is a good fit for the program, and they encouraged application. Consensus among the group supported approximately \$10,000 annually is allocated from the budget to meet the needs of this program.

Interest in another project, native landscaping was also brought up following this discussion. M. Hansen mentioned that landscaping might be left as a case by case scenario. B. Logar and S. Leep mentioned that there could be sufficient natural resource conservation benefit for a ¼ acre planted in native plantings, but it might not fit the spirit of the program for small scale residential applications.

**STAFF REPORT:**

Potential new programs for the Gallatin Conservation District.  
Insurance update and necessary repairs.

GALLATIN CONSERVATION DISTRICT MEETING MINUTES

March 16, 2017, 9:00 a.m.

GCD Conference Room, 120 S 5<sup>th</sup> St, Ste B102 Manhattan MT

CONSERVATION DISTRICT REPORTS:

Loren, Associate Supervisor serving on the Gallatin County Planning Board.

Bob, Urban Supervisor serving on the Manhattan City/County Planning Board

AGENCY REPORTS:

Chris Mahoney – Bozeman DC; Snowpack is normal for the area, New CSP program is coming onboard and applications are currently under review. NRCS has new staff that seems to be working out very well for the agency.

CHECKS FROM MANHATTAN CHECKING: None

CREDIT CARD:

Date	Name	Memo	Amount
02/28/2017	L&F Market	Trash bags for the office, kitchen and conference room	\$6.89
			\$6.89

INVOICES TO PAY (may add more prior to meeting)

Date	Num	Name	Memo	Amount
03/08/2017		MT Dept. of Revenue	MT Withholding	\$538.00
03/03/2017	23127-217	Buffalo Restoration	Water damage mitigation services	\$8,207.83
03/03/2017	2116147-6	NorthWestern Energy	February gas & power utilities	\$991.68
03/08/2017	8313200140...	Charter Communications	February/March phone & internet	\$199.94
03/10/2017	412-317	Media Works	Website services and IT support	\$421.88
03/03/2017	693-00	Town of Manhattan	Water at E&O Center	\$43.70
03/03/2017	13759	Bozeman Trophy	Plaque for Marcie	\$59.50
03/14/2017	74456_317	Big Sky Publishing	Ad	\$547.68
03/15/2017	Inv-0217-045	RESPEC	310 Consulting	\$361.04
				\$11,371.25

DEPOSITS RECEIVED: \$995 for office rent

TREASURER'S REPORT:

P&L, Balance

CD SEMINARS/ WORKSHOPS: None

CORRESPONDENCE: None

PUBLIC COMMENT:

MEETING ADJOURNED: 2:03 pm by J. Camp, Chair