

**January 21, 2021 • 310 Meeting**

**Call to Order:** The Gallatin Conservation District Board of Supervisors met on January 21, 2021. Chairman Mike Hansen called the 310 meeting to order at 9:01 am.

**Supervisors Present:** Mike Hansen, Bob Logar, Jason Camp, Tammy Swinney Loren Blanksma (zoom), and Briana Schultz (zoom).

**Supervisors Absent:** Sherwin Leep

**Staff present:** Becky Clements, Sarah Bowman, Leia Miller

**Guests Present:** Matt Johnson (RESPEC), Buddy Drake (FWP), Mike Duncan (FWP), Chris Mahony (NRCS), Holly Hill (GWC), Brooke Helstrom (GWC), Ronda Burns (Confluence), Jim Lovell (Confluence).

**I. 310 Applications**

**a. Application Number: GD 01-21**

Inspection Date: January 12, 2021

Applicant: Clayton Peacock

Landowner: HF GGI LLC

Contractor/Agent: Sime Construction

Perennial Stream: Wortman Creek

Type of Project: Culvert Removal

Purpose: Remove existing culvert work that is causing flooding during the winter months. The culverts are placed in areas that are not currently needed and were likely installed for future works that never took place. The removal of these culverts would free up resistance in the water flows for the Wortman Creek irrigation ditch.

Proposed Construction Date: Start date: 3/1/2021 Finish date: 3/5/2021

Inspection Recommendation: Approval as proposed

Inspection Comments: Straight forward, good project to remove dilapidated infrastructure. Timing in March hopefully will still be frozen to limit disturbance. Preserve banks to maximum practical extent. Seed any disturbed areas.

Discussion: Culverts are impeding flow. Mini excavator requested due to not having a lot of room. Banks are largely intact. This will be low impact project.

Decision: Jason Camp motioned to approve. Tammy Swinney supported. All in favor. Motion carries.

**b. Application Number: GD 02-21**

Inspection Date: January 12, 2021

Applicant: Susy Sands

Landowner: Pat and Susy Sands/Travis Smith and Caitlin Kennedy

Contractor/Agent: Ronda Burns/ Confluence

Perennial Stream: East Gallatin River

Type of Project: Bank Stabilization/alteration, channel alteration

Purpose: Channel movement and erosion over several years has resulted in the bank of the East Gallatin River being within 50' of the fill slope for an existing residence. The bank of the river was approximately 200' away from the residence when it was built. This project proposes to partially reconstruct the

bank to a smoother curve and to stabilize the bank to slow erosion in the future.

Proposed Construction Date:

Start date: 4/1/2021

Finish date: 4/30/2021

Inspection Recommendation:

Approval with modifications

Inspection Comments:

Preferred approach is to stabilize in place, rather than fill channel and push back out. Bank treatments are sounds, but concern over downstream impacts and restricting E. Gallatin at this location where it has established towards it's equilibrium.

Discussion:

The issue/proposed project is on the East bank of East Gallatin River in the Outlaw subdivision. Bank erosion is encroaching on home site and lawn. Channel has migrated in recent years. Very little vegetation right at the eroding bank and the last run off caused a lot more erosion. Inspection team acknowledges nice plans submitted to push bank away from yard and build yard back up. Fortified with riprap toe, but will transition to softer materials as the bank goes up. Inspection team stated the main concern is about building the channel back up; downstream impacts to this. Matt is concerned as this is what the river is supposed to do- migrate. Would prefer to see the existing lawn be addressed to mitigate the erosion- stabilize in place rather than try to force the river back to where it was. Discussion that the landowner knew he was building in a floodplain, as house is elevated on a pad. The river is doing what it's supposed to do within the floodplain. The proposed work will change the migration pattern of the river and force the problem downstream. Buddy thinks filling the channel back in just for purposes of getting yard back is not justifiable. Bad spot for that house in general. Ronda, project engineer from Confluence, reports current landowners bought house in that location, not original builder. Ronda has studied channel migration in the area. Reports houses were 200' from the bank in that area in just 2005, and is eroding approximately 13' /year. Moving at that rate, will overtake this house in 3 years (49' from river currently). Wants to address the 90-degree bend in the river to prevent further undercutting and erosion at that point. Ronda discussed the additional materials she brought in for the supervisors. States they are only changing the channel length by 30' and won't change sinuosity. Landowner's primary purpose is not to get lawn back, but to save house. The lawn gained will be to create a softer approach on the bank that will be well vegetated, and a healthy riparian area. Yes, it will be useable lawn created, but not primary purpose. Because of the residence, thinks it's prudent to increase the buffer between their house and the river. If they do stabilize in place- Ronda stated she would recommend riprap and not root wads, for the increased protection of the bank. Stated the project maintains capacity of the

river and won't be significantly increasing velocities. Went on to say the root wads, willow cuttings, and brush, will help to dissipate the energy on site, and not send the problem downstream, this is a small area of the reach and claims insignificant impacts to the resource. All materials used will be native to the area. Finalized project won't affect water quality or fish habitat. Adjacent gravel bar is barren. Will be enhancing the area, not having negative impacts. Mike H has a major concern about folks that buy/build in the floodplain on the channel and then they feel they need to create stability that doesn't exist in a floodplain/channel migration environment. The river does what it's going to do and is an unstable channel. Tammy wonders if landowner would be willing to plant trees and other things to help stabilize, as current lawn is Kentucky Bluegrass all the way to river bank. Thinks landowner needs to be educated to not mow to banks edge. Tammy says they cannot engineer this river forever. Mike questions the use of riprap. Jim Lovell states this is a liability for their firm to protect the house. A complete soft approach would leave them open to liability responsibility. Adding riprap to the toe would allow them to build up the bank and leave more room to establish a healthy riparian zone. Buddy thinks the idea of locking the river within the floodplain simply won't work over time. Thinks landowner should consider moving the house. Buddy also thinks the allowance of riprap will just transfer the problem downstream and that building it back out is the wrong approach. Loren questioned whether some fill might be appropriate at the pool area in the photos. Matt thinks this will also kick the erosion problem downriver. Loren thinks taking the pool out could be a compromise. Briana agrees the mowing the bank is really detrimental and the riparian area needs to be reestablished. Mike wonders if they can focus on just working within where the bank currently sits. Maybe talk to applicant to see if they would be ok with a plan that is in between what FWP proposes and the project application. Modify designs and resubmit. Jason Camp motioned to deny current application and requested for Confluence to resubmit. Does not support building out as current application lays out. Tammy Swinney seconded. Deviation is enough to deny, rather than modify. All in favor, motion carries.

Decision:

c. Application Number: GD 03-21

Applicant:

Inspection Date: January 12, 2021

Landowner:

Tench Coxe (Americus LLC)

Contractor/Agent:

same

Jim Lovell, Confluence

Perennial Stream:

Thompson Creek

Type of Project:

Bank stabilization/alteration, channel alteration, fish habitat

**Gallatin Conservation District Meeting Minutes    January 21, 2021**

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**Purpose:** To conduct a few adjustments at selected locations to the restoration work completed on Thompson Creek in 2019. The restoration work previously completed on Thompson Creek restored 26,000 feet of degraded spring creek by creating channel geometry that is capable of transporting its sediment load and by constructing diverse bedforms. The purpose of the proposed additional work is to improve overhead cover and aquatic habitat for trout at the downstream end of Thompson Creek.

**Proposed Construction Date:** Start date: 2/15/2021    Finish date: 3/30/2021

**Inspection Recommendation:** Approval as proposed

**Inspection Comments:** No problems with designed approach. 15-day waiver.

**Discussion:** This project is a continuation of priorly approved project of 5 miles of stream restoration. Minor tweaks are proposed to further enhance the stream. Fish habitat and cover will be improved. Matt wondered if maybe this is a cycle of ongoing maintenance, but discovered that is not the case. Inspection team has no problem with this project.

**Decision:** Bob Logar motioned to approve as proposed with 15-day waiver. Jason Camp supported. All in favor, motion carries.

**d. Application Number: GD 04-21**

**Inspection Date:** January 12, 2021

**Applicant:** Tench Coxe (Americus LLC)

**Landowner:** same

**Contractor/Agent:** Jim Lovell, Confluence

**Perennial Stream:** Ben Hart Creek

**Type of Project:** Bank alteration, fish habitat

**Purpose:** There is a minimal amount of woody shrubs or trees along the margins of Ben Hart Creek. The purpose of this project is to improve this condition by installing overhead and hiding cover for trout in selected locations along the length of Ben Hart Creek.

**Proposed Construction Date:** Start date: 2/15/2021                      Finish date: 3/15/2021

**Inspection Recommendation:** Approval with modifications

**Inspection Comments:** Please provide locations along reaches where wood structures will be installed. Notify of any discrepancies during construction. 15-day waiver.

**Discussion:** Same story, different stream as above. Another spring creek that was restored. Need to fine tune, add some wood, and pools. Map of placement was requested, but was not supplied. Jim from Confluence advises it is hard to make a call on where these will go. Sometimes it's a call best made in the field. Buddy thinks having the leeway isn't a problem for him, but that it might set a precedence. Mike H states since this is a fine tune issue, he's a bit more

comfortable with the leeway approach. A brand-new project- that approach would not be as appropriate.

Decision: Loren Blanksma motioned to approve with modification and 15-day waiver. Jason Camp supported. All in favor. Motion carries.

2. Complaints: None

3. 310 Emergency Applications: None

4. Other 310 Business:

- a. GD 06C-20- update- Sandbags completely removed as verified by Mike Duncan on 12/30. Neighbor has called to complain about more items being put in stream.
  - i. Supervisors advised to not keep sending inspection team out for this. If he calls again, advise the need for complaint to be filed and provide photos. Board will deal with it.
- b. Buddy brought up concern about a lot of boring in Bridger Canyon and wondered if we have permits/contingency plan. Buddy reports it's NorthWestern Energy (NWE). Becky to call NWE to find out. Buddy will report back on exact company doing the work.

5. 310 Old Business:

- a. GD 06-C-19- Lehmann complaint regarding Pfeil Spring Creek and Pond- next steps.
  - i. Bob thinks we need to request Mr. Pfeil to fill out a permit formally. Deadline of February meeting. Bob Logar motioned for retro 310 permit of the work done on the pond as built by the next board meeting. Loren Blanksma supported. Jason wonders if potentially should wait until March meeting? Bob thinks he's has plenty of time to produce a 310 permit. Mike H thinks if he calls that he can't get it in time, then that can be considered. Briana thinks the quick deadline is appropriate as this has been going on for over a year. All in favor, motion carries.

6. Public Comments on District 310 Permitting Business: None

7. RESPEC Contract Renewal- new 3-year contract introduced, as prior one expired at end of 2020. Amount proposed comes under state requirement of going to bid for contract services (over \$80K). FWP discussed the huge asset of having the engineers on staff. Mike H stated GCD is the only district in the state that uses engineers, and that we are blessed to have the resources to be able to do it right. Wise use of our taxpayer dollars to provide that level of security of the resource. Helps the board make solid and defensible decisions. Board thanks RESPEC for their willingness to help GCD. Tammy Swinney motioned to approve the contract of engineering services between GCD and RESPEC for term supplied. Jason Camp supported. All in favor, motion carries.

8. Adjournment of 310 Meeting: 1034

**January 21, 2021 • Business Meeting**

**Call to Order:** The Gallatin Conservation District Board of Supervisors met on January 21, 2021. Chairman Mike Hansen called the Business meeting to order at 1046 am.

**Supervisors Present:** Mike Hansen, Bob Logar, Jason Camp, Tammy Swinney Loren Blanksma (zoom), and Briana Schultz (zoom).

**Supervisors Absent:** Sherwin Leep

**Staff present:** Becky Clements, Sarah Bowman, Leia Miller

**Guests Present:** Chris Mahony (NRCS), Holly Hill (GWC), Brooke Helstrom (GWC).

1. Guests & Public Comments on District Business Meeting-
2. Grants/Agreements/Contract Report - See Spreadsheet- Attachment A
  - a. MPEP Pollinator Grant- Closed out before end of 2020. Reimbursements received.
  - b. Pollinator Initiative Grant- Closed out before end of 2020. Reimbursements received. Manhattan Parks Board approved a plot in Taylor park for pollinator project. Key on low maintenance, as requested by the town. Sarah will work on getting a spot for a plot picked out with the Public Works Department.
  - c. SWCDM Watershed Stewardship Funding Grant- Final invoice submitted.
3. Cost-share Program: Sarah had questions on ranking criteria. Should be completed by Sarah and presented to the board. Pre and post inspections should be conducted by Sarah. Give opportunity to board to go along as well. Jason states there hasn't ever been pre and post on every one. Pictures required, but not inspection on every one. Sarah will update the application to reflect the change.
  - a. CS- 01-21- Gaffney- fuels reduction project. Applicant reports 10-acre parcel with home and outbuildings on it. 4 acres are trees- Coniferous and Deciduous trees. Local fire department helped to plan which trees should be removed. His insurance agent also advises that they should be thinned as some are too close to home. Requesting \$437. Total cost is \$875. These are approximate figures. Mike H states that we can set an "up to" amount, to account for not having exact figures. Bob Logar motioned to approve application up to \$600. Chris Mahony wonders if the district has a job sheet to make sure requested tasks are actually completed. Bob is ok with the description shared in the application. Bob also thinks the amount of cost share that is requested doesn't require additional materials. Loren Blanksma supported. All in favor. Motion carries. Project should be completed within a year.
4. Well-Testing Cost-share Program: None
5. Consensus Agenda
  - a. December Meeting Minutes- Jason Camp moved to approve. Bob Logar supported. All in favor, motion carries.

b. Pfeil Declaratory Ruling- Special Meeting notes- Jason Camp moved to approve. Bob Logar supported.  
All in favor, motion carries.

c. Excused absences of board members- Each board member is allowed 3 unexcused absences per year.  
Advanced notice for other obligations can be excused. Will be put in minutes and doesn't count against unexcused. Jason Camp moved to excuse Sherwin Leep for this month. Tammy Swinney supported. All in favor, motion carries.

6. NRCS

a. Report- Attachment B – Chris Mahony reports not much has changed in last couple months. YTD precipitation isn't doing that great so far this year and will be a concern if nothing changes for fire and irrigation season. If anybody in the district or on the board would like to see NRCS potentially work on a particular project/topic, please let him know.

b. Local working group postponed until November, when we are able to meet again in person.

7. Supervisor Report: Planning Boards

a. Planning board- Manhattan- Attachment C- met last night. Bob Logar reports there were 2 agenda items. Sign application, which was approved. Looking for support from planning board for trail continuation from Manhattan current trail system out to Three Forks/Headwaters area. Also need to get support from county. Will be funded through grants and donations.

b. County Planning Board- no meetings in January. February meeting scheduled.

c. GLWQD-

i. Need new representative- meet first Thursday of the month at 815. Currently taking place via zoom and in person at the county courthouse. Usually don't have a January or July meeting.  
Briana Schultz volunteered to be representative. Becky will email Christine regarding this.

d. MACD update- Mike reports SWCDM and MACD has merged. Board members are being finalized. DNRC helped with CARES act shortages.

i. Budget- review of proposed MACD budget. MACD is seeking approval of said budget. Mike has been heavily involved in the creation of the budget. Bob Logar motioned to approve the merged budget as presented. Jason Camp seconded. Tammy stated she thinks it is great the 2 organizations merged as there has been a lot of confusion over the years. All in favor. Motion carries.

8. Staff Reports

a. Administrator's Report- Becky- Attachment D

- i. Bob Logar motioned to approve days off as presented. Jason Camp approved. All in favor, motion carries.

b. NRS Report- Sarah- Attachment E

- i. GCDs NACD presentation will be February 10<sup>th</sup>.

c. Education Specialist Report- Leia- no report.

9. Old Business

a. CARES Act reimbursement

- i. Webcams- update- Advised by Gallatin County CARES act representative the request for reimbursement would not be submitted until end of Jan (Sarah turned it in December 7<sup>th</sup>). Won't be reimbursed until late February or early March. Rebecca stated we could potentially ask MACD for reimbursement if GCD doesn't want to keep waiting.

- 1. GCD will continue to float the balance.

b. Bridger Foothills Fire Rehabilitation Coordination- waiting on funding.

c. Montana Food Economy Initiative Project (community compost project)- Going to focus on worm composting. Cool educational opportunity and less work on our part due to that method of composting not needing to be turned. Will get more info and assistance at a learning meeting via zoom scheduled tomorrow.

d. Other old business?

10. New Business

a. New supervisors

- i. Oath of Office- Tammy and Briana both received. Necessary paperwork has been filed with the county.
- ii. Signature stamps- Becky needs signatures from Tammy and Briana to order their stamps.
- iii. Bank updates- Approved to add Tammy and Briana to bank accounts. Becky will notify banks of this change and start process to update paperwork.



iv. Committees-

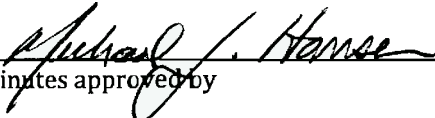
1. Personnel- Sherwin, Mike, Loren. Sherwin and Mike will continue to approve timesheets. Becky will still send timesheets to Loren though, for informational purposes.

2. Finance- Tammy, Bob, Jason

v. Photo/bios- updating website with new supervisor information.

- b. Associate Supervisor – Loren reports he has a couple of prospects for county planning board. John Schutter has indicated his interest. Loren motioned to nominate John as associate. Would be nice to have somebody with an ag background on the planning board. Tammy would consider being on County planning board if John doesn't want to be in that position. Tammy supported Loren's motion. Planning Board meets typically once a month, rarely twice a month. All in favor, motion carries.
- c. Urban supervisors – terms expire this year.
- i. Procedure- Becky to contact Three Forks, Manhattan, West Yellowstone to notify them of appointees, Bob Logar and Mike Hansen, to continue their services as urban supervisors.
- d. Rental Agreement with RCC- March 15 for rent increase. Update contract. Bob Logar motioned to accept draft rental agreement with the increase, as well as highlight that dogs are not allowed in the office, per the rental agreement. Jason Camp supported. All in favor. Motion carries.
- e. Office space available in condo units – Tabled until next month to have Sherwin be part of discussion as well.
- f. MRCD Representative- Mike would like to potentially move on from this group. Reports it is a great group, with just 2 face to face meetings a year. Most teleconference, and not even monthly. Briana volunteered. Mike will be alternate.
- g. Diversion blocks cost share program
- i. Costs- Concrete Materials of Belgrade stated they don't have the form they used for prior diversion blocks. But have a couple options that would work just as well/maybe even better. 2x2x6= \$80 each. 2x2x3= \$40 each and might work better for irrigation. Have seconds also available \$50/ea.
1. Don't need to order a minimum quantity. Don't have to worry about storage. People can order as these as needed and pick up from their location.

2. Continue Cost Share program for this service. Sarah will revamp. Look for another vendor to accommodate 3' blocks, as the board thinks these will work better than 2' blocks. Try Three Forks Concrete.
  - h. Budget- FY 2022- Becky send email to finance committee to set a time to meet as well as last year's budget electronically.
  - i. 2020 Report- See report. Will be utilized for annual meeting. Add budget pie chart. Will send out to partners.
  - j. 2021 Annual work plan- Lay out goals for the year. Would like to table until next meeting to give the board a chance to review.
    - i. Sarah seeking permission for Range Management virtual annual meeting- \$125. Approved. Weed control meeting- also approved.
    - k. Summer Stewards – theme for this year is Superheroes of the West. Working on securing presenters. Showcase local heroes – one will feature farmers. Board thinks Sherwin will be good for this. Jason will too if Sherwin doesn't want to.
    - l. Other new business?
11. Parking Lot
  - a. Edging in the garden
  - b. Cost Share procedure
  - c. Conference Room electrical upgrade
  - d. Lighting in EOC
12. CD Seminars/Workshops: Sarah is going to work on putting a pollinator webinar to introduce our pollinator program. Late February or March.
13. Correspondence and Handouts
14. Accounting (Deposit, Credit Card, Invoices) + Updated P&L, Balance Sheet - Jason Camp moved to accept financials and balance sheet. Tammy Swinney supports. All in favor. Motion carries.
15. Adjournment of Business Meeting- Jason Camp motioned, Bob Logar supported. Adjourned at 102

  
Minutes approved by

  
Date

Attachment A

Grant	Funding Provided For:	Sponsored?	Total Amount Requested	Total Amount Funded	Amount directed to GCD	Current Amount of Grant Used 1/21/2021	Final Amount Used	Final Report Submitted	Final Report Deadline
DNRC Pollinator Grant (pollinator initiative seed)	Area 6 Pollinator Seed Mix	no	\$8,232.71	\$8,232.71	\$8,232.71	\$8,232.71	\$8,232.71	11/24/2020	5/31/2021
DNRC Pollinator Grant (MPEP)	MPEP Educational Folder Resources	yes/collaborative - MPEP	\$13,722.50	\$14,972.00	\$2,497 (EOC signage, admin)	14,972.00	\$14,972.00	12/18/2020	12/31/2020
DNRC 223 Grant (NRCS) 23G-20-3681	NRCS Camp/Godfrey Creek Rehabilitation	yes/collaborative - NRCS	\$16,600.00	\$14,000.00	\$14,000 (admin, costshare)	0.00			12/31/2021
DNRC 223 Grant (River Rendezvous)	Bus transportation, printing educational materials, and meeting room rental	yes/collaborative - MRCDC	\$2,200	\$2,200	\$200 (admin)	0.00			12/31/2021
Watershed Management Grant (GWC)	Lower Gallatin Watershed Project Planning and Community Outreach	yes - GWC	\$32,037.50	\$8,900.00	\$890 (admin)	8,900.00	\$8,900.00	*Final invoice sent 1/19/21	9/30/2022 *Holly will finalize
SWCDM Watershed Stewardship Funding	Watershed Planning and Stakeholder Engagement in Lower Gallatin Watershed	yes/collaborative - GWC	\$15,500.00	\$10,975.00	~\$3,850 (workshops, EOC signage, admin)	1,237.00			12/31/2021
DNRC Mini Education Grant - Monforton School	forest conservation field trip to MOSS	yes - Monforton School	\$500	\$500	0	0.00			12/31/2021
Environmental Contingency Account	Bridger Foothill Fire Rehabilitation	collaborative project with GWC & NRCS	\$200,000.00	Unknown Yet					
			Active Grant Funds:	\$27,675.00					
			Total Grant Funds:	\$59,779.71					
	Inactive/Completed Grants								

## Attachment B

### 1/21/2021 District Report

#### Water year (Oct) to date precipitation % of Normal; as of 1/19/2021

Gallatin:	January, 80%	December, 72%	November, 97%
Madison:	January, 74%	December, 67%	November, 92%
Jefferson:	January, 80%	December, 71%	November, 114%
Yellowstone:	January, 93%	December, 100%	November, 156%

#### Programs

##### EQIP:

Tip; forestry/fuels reduction Bridgers; 2021-2023

-6 applications

NWQI; Camp and Godfrey creek; 2021

-7 applications

RCPP; Gallatin County; easements; 2020-2025

-3 applications

Fire emergency

-8 applications

TIP; targeted implementation plans

Forestry (2021-2023); fuels reduction/forest health

PLANNED; Animal confinement; water quality (2022-2025)

PLANNED; Low residue/high disturbance cropping; soil health (2023-2026)

PLANNED; Weed control, fencing, watering facilities, prescribed grazing, seeding (2022-2025); Dry creek, Smith creek and Sixteen-mile area.

Long Range Plan: Submitted

Certifying practices

##### CSP;

2021 Renewal signup

-3 applications ranked and submitted

Events

Past;

Future;

Local working group meeting?

November 2021?

Civil rights review; internal NRCS and Conservation district

Misc

Covid; Offices closed unless scheduled appointment (gating phase)

Social distancing; masks if not possible

Wearing masks in public spaces in building

Field office is still meeting with producers, planning and certifying practices

## Attachment C

MANHATTAN CITY-COUNTY PLANNING BOARD  
Wednesday, January 20, 2021  
7:00 p.m.  
207 S 6<sup>th</sup> St and Zoom

2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. PUBLIC COMMENT\*
5. NEW BUSINESS
  - a. Election of Planning Board Officers
  - b. Walking Trails - Buck Buchanan
  - c. Rocksolid Sign Application – 265 Wooden Shoe Ln.
6. OLD BUSINESS
  - a. Steering Committee Report
7. PLANNER'S REPORT
8. APPROVAL OF MINUTES- November 18, 2020
9. ADJOURN

**\*COMMENTS ALLOWED FOR ANY ISSUE NOT ON THE AGENDA- MAX. 3 MINS.**  
**THIS AGENDA IS SUBJECT TO CHANGE PRIOR TO THE MEETING**

Join Zoom Meeting

<https://us02web.zoom.us/j/88574356983?pwd=ZWxyU2FnaUhjZjliTnR1UDRzYzZ6QT09>

**Meeting ID: 885 7435 6983**

**Passcode: 052250**

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+1 301 715 8592 US (Washington D.C)

+1 312 626 6799 US (Chicago)

+1 646 876 9923 US (New York)

Meeting ID: 885 7435 6983

Passcode: 052250

Find your local number: <https://us02web.zoom.us/u/kbre9J356r>

## Attachment D

### Administrators Report- January 21, 2021

#### 310ministration

- (4) new 310 applications for review; (0) reinspection; (0) emergency applications; (0) Complaints; (4) site inspections (0) jurisdictional questions; (0) extension requests

#### Accounting

- Paid bills and taxes, PERS and payroll

#### Media

- Updates to Facebook and website.

#### Board Meeting

- Information, planning, organization for the January meeting.

#### Other: Miscellaneous

- January MACD Education Committee Meeting- 1/20.
- MCC Fellow application due- 2/5.
- MCC Fellow Informational Webinar attendance.
- Placards for conference room artwork.
- Completed and submitted financial report to state of MT.
- Attended special meeting relating to Pfeil DR decision- took notes.
- Leia's evaluation.
- Legislative research.
- W2/W3- started work on completing. Due 1/31.
- Payroll report for MT State Fund- started. Due 1/31.
- DR- Mailed decision documents. Updated exhibits on website.
  - Fielded a lot of public comments/questions through phone calls and emails.
- 310 Survey for DNRC.
  - See handout

#### Discussion Items:

- Credit Card issue on Balance Sheet- working on it.
- Insurance Renewal- See handout-
  - All looks good. No changes necessary at this time.
- New Supervisor training 2/17- Time TBA
- Days off request for 2021
  - See handout
  - All approved

#### Meetings in Conference Room (scheduled):

- AGAI meeting- January 21, 11-1.

#### Upcoming workshops/Meetings (attending):

- CD Roundtable- monthly meeting- January 25, 1030am.
- Steering Committee meeting- Manhattan Growth Policy update- January 27, 5pm.
- GWC Annual Meeting- January 27, 7pm.
- Website/WordPress help with Eric- January 27, 10am.
- NACD Annual Meeting- February 1-10.

## NRS Staff Report – January 2021 Board Meeting

### Grants: \*See Excel Sheet\*

- Pollinator Grant – MPEP: Final report sent on 12/18/20. Reimbursement has been received from DNRC.
- Pollinator Grant – Pollinator Initiative Seed: Final report sent on 11/24/2020. Reimbursement has been received from DNRC
- SWCDM Watershed Stewardship Funding Grant: Sent in first progress report on 12/18/21. Received reimbursement from SWCDM.
- Watershed Management Grant – GWC: Received final invoice from GWC (sent them a check for \$8,900) and sent in final invoice to DNRC for reimbursement on 1/19. A previous invoice had been sent to GWC in July 2020 but was not officially submitted by GWC to DNRC so this is the first and last reimbursement request.
- Environmental Contingency Account Grant: Applied for a total of \$200,000 for Bridger Foothill Fire environmental rehabilitation efforts. Application was sent in on 11/27 but have not heard back yet.

### Programs and Technical Resources:

- Water Supply Report – December report was sent out a little late on January 7th. Received by 397 people, 113 opens (28.6%) and 8 clicks (2%). Also shared on Facebook.
- Well Testing Cost Share – nothing to report
- Landowner Assistance Cost-Share – CS\_01\_21\_Gaffney – Fuels reduction project. Landowner will be thinning two locations on property. One location is a deciduous stand and the other is a conifer stand that is near landowners' home. Thinning is based on the assessment of Fort Ellis Fire Department & Bozeman Tree Service. Landowner is requesting 50% cost share (currently estimated at \$437.50).
- Pollinator Initiative: Will begin promoting program again in in late January. Will hopefully be planning a webinar presentation with Monica Pokorny for March.
- Montana Conservation Seedling Nursery: 2021 orders are open.
- Bridger Foothills Fire Relief: Still waiting on Environmental Contingency Account funding. Currently working with GWC to put together an excel sheet of resources to landowners from Gallatin County agencies. Will start planning this project out soon.
- Montana Food Economy Initiative project: Leia, Becky, and I attended our first meeting with the MFEI mentors on 1/6. We discussed our options for a project and that we wanted to focus on a composting project. They brought up the option of vermicomposting, composting using worms, and we love the idea. It's typically faster composting and the kids would love it. The worms should do just fine in winter as long as we cover them. We'll be learning more on 1/22 about vermicomposting and a few other composting options.
- APHIS Grasshopper Suppression: Katie (Broadwater CD) and I are hoping to work together to promote the APHIS program to ranchers. Katie had the idea of potentially having some sort of informational meeting/event somewhere in Three Forks. The "red zone" for grasshoppers surrounds the three forks area and it's a good place for both counties since it borders them both. We could send out a flyer via newsletter/Facebook/social media/hang up around town.
- Completed a 2020 Annual Report and first draft of 2021 Annual Work Plan – would love to hear feedback on our goals for 2021.

### Ed & Outreach Programs/Events:

- Manhattan After School Program: Held a January MASP on 1/20. Leia led and we did experiments with ice and salt.
- NACD 2021 Annual Meeting: Flathead CD, Lake County CD and myself recorded our pollinator presentation on 1/5. Our presentation will be held on February 10<sup>th</sup> at 11:30 AM MST and we will be live for questions during the actual breakout time.
- Planning for 2021 education programs is underway. Leia, Becky, and I sat down and figured out the plan for Summer Stewards and we are currently reaching out to potential presenters. Our goal is to have our schedule confirmed by the end of January.



- Wrote and submitted our first “Conservation Corner” article for the Belgrade Ag Spotlight. The Belgrade News editor had asked if we wanted to do a monthly column a few months ago, so we decided to officially start this month. This will be a great opportunity to promote our programs, our purpose, and to share knowledge.

**Events/Meetings Attended:**

- GWC board meeting – 1/5
- MFEI mentor meeting – 1/6
- MACD Check-In meeting – 1/8 & 1/15
- Legislative Ad Hoc committee meeting – 1/12
- MCC CI/CF info webinar – 1/13
- MT Weed Control Association coordinator support & weed manager meeting – 1/14
- Digital Story Telling workshop (MFEI workshop) – 1/15
- MACD Education Committee meeting – 1/20
- Manhattan After School Program – 1/20

**Upcoming:**

- CD Roundtable – 1/25
- American Farmland Trust – Guide to Outcomes Estimations Tools webinar – 1/26
- Meeting with Eric from MACD about website updates – 1/27
- GWC Annual Meeting – 1/27
- NACD Annual Meeting – 2/1 – 2/10 (Our presentation is on 2/10 at 11:30 AM)
- GWC Education & Outreach Advisory Committee meeting – 2/8
- GISA board meeting – 1/12