

Missoula Conservation District
November 13, 2017 at 7:00 pm
3550 Mullan Rd, Ste 106, Missoula, MT 59808

Missoula Conservation District Attendees:

Tim Hall, Supervisor & Chair
Travis Greenwalt, Supervisor & Treasurer
Sidney Wills, Supervisor
Art Pencek, Supervisor
Jen McBride, Staff
Monica Perez-Watkins, Staff
Brendan Hallmark, Big Sky Watershed
Corps Member

Additional Attendees:

John Bowe, NRCS
Ladd Knotek, MT FWP
John Hart, Deputy County Attorney
Kim Grenager (MS-31-17)
Mark Waldbillig (MS-31-17)

Absent:

Libby Maclay, Supervisor & Vice Chair
Bob Schroeder, Supervisor
Paul Parson, Supervisor
Bart Morris, Associate Supervisor

Call Meeting to Order – 7:02 pm by Chair Tim Hall.

Minutes – Travis Greenwalt moved to approve the October 9, 2017 minutes as submitted. Art Pencek seconded the motion, motion passed – unanimous.

Treasurer's Report – Travis Greenwalt reported \$22,819.32 in the district checking account.

Public Comment – No public comment.

NRCS Report – District Conservationist John Bowe provided a verbal report of NRCS field office updates. Bowe discussed active Environmental Quality Incentive Program contracts and applications and existing Conservation Stewardship Program contracts, easements, and an application. Bowe said field and area office staff are conducting field assessments on wildfire affected acreage in the county.

New 310 Permit Applications

MS-26-17 – Severinsen Irrigation b/o Greenough Land & Livestock LLC - Blackfoot River – Irrigation Intake Repair (Geocode: 04233027101040000)

Jen McBride reviewed the location of the proposed project to repair an existing irrigation intake and remove remnant infrastructure on the banks of the Blackfoot River. The board reviewed images of the project site and existing infrastructure. Ladd Knotek read his team member report (TMR). Bob Schroeder was absent; McBride read Schroeder's TMR.

Tim Hall moved to approve Application No. MS-26-17 as a project for review and approve the application with modifications in the team member reports. Art Pencek seconded the motion, motion passed – unanimous.

The project to repair an irrigation intake is approved with modifications incorporating the following:

- Limit instream work to the installation of the intake pipe and gallery
- Complete instream work in one day to minimize instream disturbance
- Recontour bank and floodplain areas to match contour of upstream and downstream areas
- Spread native grass seed mix on all disturbed bank areas

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- Remove all remnant infrastructure from the bank and floodplain
- Otherwise proceed with project as proposed in Application No. MS-26-17

MS-27-17 – Kathleen Tracy b/o Mary Phillips – Rumble Creek – Thinning Near Creek Channels

(Geocode: 04299204101070000)

McBride explained to the board that the application to thin near Rumble Creek was originally submitted with a letter stating that stream crossing would likely not occur. However, it was apparent that a crossing would be needed during a site visit with the applicant and a contractor. Following the site visit, the applicant submitted an amended application that included plans for a temporary log crossing. McBride and the board reviewed the amended crossing information and the board viewed images of the property and stream channel. McBride said the property is in a conservation easement and the applicant is working with the DNRC on the thinning project. Any thinning within 50-feet of the streambank will be done by hand and follow DNRC protocol.

The board discussed the site and project, and McBride read recommendations submitted by Leo Rosenthal, FWP, who was not present during the site visit. The board discussed the log crossing and conditions to be considered with permit approval.

Art Pencek moved to approve Application No. MS-27-17 as a project for review and to approve the application with modifications. Travis Greenwalt seconded the motion, motion passed – unanimous.

The project to install a temporary crossing to complete a thinning project is approved with modifications incorporating the following:

- Remove the logs to be used for temporary crossing as soon as practicable without damaging the bed or banks of the channel
- The crossing must be removed prior to high water (even if the project is not yet completed)
- Reseed the banks with a native mix if any area is exposed or disturbed (though snow cover should help to avoid any soil disturbance near the banks)
- Adhere to handwork discussed on site and the DNRC forester's recommendations regarding thinning near the creek
- Otherwise proceed with project as proposed in Application No. MS-27-17

MS-28-17 - Ken Aukschun – Petty Creek – Bridge Work (RE: CM-04-17 – Non-Permitted Bridge)

(Geocode: 04219613301060000)

McBride informed the board that the application for Petty Creek bridge work was submitted to resolve the previously issued complaint for non-permitted bridge work. The proposed project will move and modify an existing bridge. McBride stated that, based on an on-site discussion during the November 8 site inspection, the applicant amended the application to include a wood jam upstream of the new bridge site. The board reviewed images of the proposed bridge and jam locations, along with images of the existing bridge. The board, McBride, and Knotek discussed aspects of the proposed bridge, including length and other design plans. McBride read Schroeder's TMR and Knotek read his.

The board directed staff to remind the applicant to refrain from mowing within the riparian buffer.

Art Pencek moved to approve Application No. MS-28-17 as a project for review and to approve the application with modifications in the team member reports. Tim Hall seconded the motion, motion passed – unanimous.

The project to remove, modify, and install a bridge is approved with modifications incorporating the following:

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- Install a large wood jam on the outside bend upstream of the bridge site as recommended during the November 8 site inspection
- Limit wood jam to the immediate area of bank indentation
- Wood jam should consist of only large wood, greater than 12-inch diameter at breast height, and preferably with intact root wads for added bank protection
- Move and install the bridge at the high bank location identified during the inspection
- Limit instream equipment use - one crossing is permitted if needed to install the bridge
- Reach materials from the bank, do not drive in the stream
- Reseed with a native seed mix on all disturbed areas
- Otherwise proceed with project as proposed in Application No. MS-28-17

MS-29-17 - David McIntosh b/o James McIntosh - Ninemile Creek – Bridge Replacement

(Geocode: 04252817201040000)

McBride reviewed the location and application for bridge replacement on Ninemile Creek while the board reviewed images of the project site and existing bridge. The board, McBride, and Knotek discussed the design and installation work to occur. The board had questions regarding the anchoring of I-beams that were not addressed in the application.

Travis Greenwalt moved to table Application No. MS-29-17 in order to acquire further details on construction. Tim Hall seconded the motion, motion passed – unanimous.

MS-30-17 - Dean Reese – Petty Creek – Bridge Work (RE: CM-09-17 – Non-Permitted Bridge)

(Geocode: 04219613401050000)

McBride reviewed the application to modify an existing bridge, submitted in order to resolve the associated complaint for a non-permitted bridge. The board reviewed photos of the project site and diagram drawings of the existing and proposed bridges. The board, McBride, and Knotek discussed materials to be used in the project.

The board directed staff to remind the applicant to refrain from mowing within the riparian buffer.

Art Pencek moved to approve Application No. MS-30-17 as a project for review and approve the application with modifications in the team member reports. Tim Hall seconded the motion, motion passed – unanimous.

The project to modify a bridge is approved with modifications incorporating the following:

- Raise the bridge to the height of the existing ramps using stone
- To allow for flood capacity, do not import or place fill on approaches
- Reseed with a native seed mix on any disturbed areas
- Otherwise proceed with project as proposed in Application No. MS-30-17

MS-31-17 – Lyle Grenager c/o Kim Grenager – John Creek – Temporary Culvert Crossing

(Geocode: 041974013010000)

McBride described the location of the temporary culvert crossing to the board as they reviewed images of the site and design, submitted by the applicant, Kim Grenager, who was present with the contractor, Mark Waldbillig. McBride visited the property with NRCS staff, prior to the submission of the application, as a property affected by the Lolo Peak Fire. Grenager further explained the project location to the board, noting slope and general tree size. She informed the board that she already reseeded the scorched riparian area with native seed mix for erosion

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control (Riparian Planting Mini-Grant No. 03-17, approved October 9, 2017). The board, Knotek, and the contractor discussed aspects of the culvert, load size, and an estimate of the number of loaded crossings that will occur. The board then discussed the time frame for culvert removal. Grenager spoke of her plans to continue restoration and revegetation.

Art Pencek moved to approve Application No. MS-31-17 as a project for review and approve the application with modifications. Travis Greenwalt seconded the motion, motion passed – unanimous.

The project to construct a temporary culvert crossing is approved with modifications incorporating the following:

- If the applicant chooses, a round culvert may be used instead of the proposed squash culvert
- Remove the culvert by April 30, 2018, prior to spring runoff
- Reseed the banks with a native mix if any area is exposed or disturbed (though snow cover should help to avoid any soil disturbance near the banks)
- Otherwise proceed with the project as proposed in Application No. MS-31-17

MS-32-17 – Double Arrow Ranch Landowners Association c/o Joseph Miller - Drew Creek – Armor and Seal Existing Culvert (RE: MS-19-15 – Double Arrow L.O.A. c/o Matt Anderson – Drew Creek – Culvert Replacement) (Geocode: 04254011403110000)

McBride reviewed the application to place rock and bentonite at the inlet of an existing culvert to prevent future piping. She explained that the application proposes the work discussed at the previous October 9, 2017 meeting, to fill the scour area with bentonite and gravel and to place large rocks by hand around the culvert inlet. The board reviewed images of the culvert and designs submitted by the applicant.

Art Pencek moved to approve Application No. MS-32-17 as a project for review and approve the application as proposed. Travis Greenwalt seconded the motion, motion passed – unanimous.

The project to armor and seal the inlet of an existing culvert is approved as proposed in Application No. MS-32-17.

Complaints

CM-04-17 – Ken Aukschun – Petty Creek – Bridge Work (Geocode: 04219613301060000)

Tim Hall moved to determine Complaint No. CM-04-17, for non-permitted bridge work, resolved by the submission of Application No. MS-28-17. Art Pencek seconded the motion, motion passed – unanimous.

CM-07-17 – Meredith Hampton – Clark Fork River – Vegetation Removal (Geocode: 04220026201020000)

McBride reported that she has not been able to reach Hampton via phone or certified mail. She will try to make contact in person in the coming weeks.

CM-09-17 – Dean Reese – Petty Creek – Non-Permitted Bridge (Geocode: 04219613401050000)

Travis Greenwalt moved to determine Complaint No. CM-09-17, for a non-permitted bridge, resolved by the submission of Application No. MS-30-17. Tim Hall seconded the motion, motion passed – unanimous.

CM-10-17 – Scott King – Petty Creek – Non-Permitted Bridge (Geocode: 04219613401040000)

McBride reported that an application to modify the existing non-permitted bridge was not submitted. The board discussed taking action if an application is not submitted soon. McBride will contact Scott King regarding an application.

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CM-11-17 – Joyce Robbins – Petty Creek – Non-Permitted Bridge (Geocode: 04219624101040000)

McBride reported that Robbins has not been in touch with her regarding a project assistant and that an application to modify the existing non-permitted bridge was not submitted. She stated that Joyce Robbins' neighbor, Dean Reese (MS-30-17 & CM-09-17), offered to assist with Robbins' application. McBride will contact Robbins regarding an application or the selection of a project assistant.

CM-12-17 – Steve McAfee – Clark Fork River – Road Work (Geocode: 04232403101080000)

McBride reported that the district office received an anonymous complaint regarding work near the Clark Fork River and adjacent ponds on Steve McAfee's property. She told the board that she contacted McAfee and obtained permission to visit his property. The board reviewed images McBride took during the November 7 site visit. On the property, she observed trimmed willows and fill that appeared to have been used to regrade and raise the elevation of a road that bisects the river and a backwater pond connected to the river. McAfee confirmed that some of the fill was imported. She informed McAfee that a 310 application may be required for such work and asked him not to continue the roadwork.

McBride discussed correspondence with the county floodplain administrator regarding her visit to the McAfee property and floodplain requirements. McAfee did not contact county floodplain about the project. The property is in the floodplain, and the floodplain administrator said the imported fill must be removed.

McBride told the board that she spoke with McAfee the morning of the meeting. He said his contractor could remove the imported fill the following morning, but she again advised McAfee not to do any additional work until the board makes a determination.

The Board of Supervisors told McBride to continue to monitor the situation while McAfee works with the county floodplain administrator. McAfee should then submit a 310 application corresponding with county floodplain requirements for remediation.

The Board of Supervisors did not make a determination as to whether or not the complaint is a violation of the 310 law.

310 Permit Follow-Ups

MS-30-16 – Randy Koch - Clark Fork River – Regrade, Revegetation (RE: CM-06-16 - Rock and Equipment near River; Geocode: 04232307101150000)

McBride reviewed the vegetation survival and noxious weed issues on the site of Permit No. MS-30-16, as discussed during the previous meeting. The permit expired September 12, 2017, but the vegetation survival requirements were not met and weeds have spread in the planting area. The board directed McBride to contact the landowner regarding vegetation requirements and a management plan.

310 Inquiries/Issues

Clearwater River - Neighborhood vegetation removal on a section of the bank of the Clearwater River was brought to the attention of the conservation district through an anonymous complaint. Knotek went to the area and reviewed the issue at the August 14, 2017 meeting. Since that time, McBride followed up on the issue by visiting the area to identify the properties with evident vegetation removal in the riparian buffer. Staff then sent the property owners a letter regarding the 310 law and riparian buffer requirements. A few of the owners contacted the district office, and McBride visited the sites with the owners. The vegetation removed was identified as reed canary grass. The board discussed the grass, noting that the species is good for bank stability, but that it spreads and is difficult to

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control. McBride discussed the landowners' concerns, including a desire to see the river and a fear of wildlife taking cover in the tall grass.

The Board of Supervisors affirmed that mowing in the riparian buffer is not permitted. They instructed McBride to encourage the property owners to devise a plan for controlling the grass and/or replanting, and to submit a corresponding 310 application where applicable.

Grant Creek - McBride informed the board of two Grant Creek inquiries. One property owner inquired about the removal of a beaver dam and another about installing a fence. The board and Knotek discussed this section of Grant Creek. It is tied to the irrigation system due to past actions by landowners and the county, however, it functions as a normal stream in the spring. McBride questioned the district's Grant Creek jurisdiction, which the board confirmed stops at Expressway, where the creek crosses below the road, then continues west. The district does not take jurisdiction at the inquirers' locations.

Reports

County Attorney – No report.

Montana FWP – Knotek discussed several issues, including a Grant Creek fish barrier, 124 permits issued to the USFS for fire rehabilitation work, and an unsuccessful revegetation effort at Milltown State Park.

Bitter Root RC&D – No report.

MACD Dues Committee – No report.

District Committees – No report.

Missoula CD Employees and Big Sky Watershed Corps Member

Jen McBride – Resource Conservationist – October 10 – November 13, 2017

310 Administration Reviewed 310 decision letters following the October District meeting. Corresponded regarding various 310 projects, inquiries, issues, and complaints including projects in the Florence, Condon, Frenchtown, and other sites up Rock Creek, Grant Creek, Sleeman Creek, Ninemile Creek and Petty Creek. Discussed the 310 law with property owners on site or over the phone. Attended 310 site inspections prior to the district meeting and corresponded with MT FW&P representative regarding my visit to the Condon site. Prepared 310 reports for the November meeting. Corresponded with Missoula County Attorney, Fish Wildlife & Parks, and other representatives regarding 310 projects and 310 inquires, issues, complaints as needed. Met with landowners along the Clearwater River to discuss the letter we sent out regarding reminders of the riparian buffer. Provided photos to Monica and reviewed District Meeting PowerPoint.

Conservation Planning: Met with and corresponded with the Weed District regarding selection of incoming BSWC member and attended three separate interviews. Discussed grant programs with the Weed District. Answered questions regarding Missoula CD grant programs as needed. Worked with Brendan Hallmark to conduct approximately 20 pre or post site visits for Cost-Share projects. Continue review of the proofs of the Healthy Riparian Guide and corresponded with Alpha Graphics on issues regarding conversion from Publisher to Adobe InDesign. Reviewed and discussed the Guide to Stream Crossings booklet progress with Hallmark as needed. Checked in with Monica Perez-Watkins as needed regarding upcoming events or time off. Attended the Supervisor Summit in Great Falls with Vice Chair Libby Maclay. Corresponded with Laurie Zeller regarding Mill Levy presentation at MACD Convention. Continued correspondence regarding a cost-share thinning project up Ninemile

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Creek. Corresponded with DNRC Foresters and Soil Scientists regarding post-fire plans on state property above private property impacted by the Lolo Peak Fire.

Office Administration: Followed up and corresponded with contacts as needed following the last District meeting. Met with Perez-Watkins and Hallmark regarding weekly accomplishments, priorities and plans for coming weeks. Worked on reports and office function as time allowed. Worked with the county attorney's office on office management, contracts, letters, and 310 administration as needed. Worked with Perez-Watkins on District meeting preparations. Met with Chairman, Tim Hall, regarding district operations. Brief review of Newsletter articles. Submitted timesheets to the County and entered time into QuickBooks as appropriate. Corresponded with Department of Revenue and Laurie Zeller regarding Real Property types.

Professional Development: Continued work in Intro to GIS & Cartography course.

Monica Perez-Watkins – Conservation & Communications Coordinator – Oct. 10- Nov. 13, 2017*

General Coordination: Scanned and made copies of new 310 applications; sent to FWP. Scheduled site inspections with 5 permit applicants and agency reps; created directions/map sheet. Prepared 310 forms for site inspections and meeting. Wrote weekly list of tasks completed and ongoing, submitted to McBride. Met weekly with McBride and Hallmark to discuss tasks completed, tasks ongoing, and meeting items.

Communications and Outreach: Drafted 310 decision/follow-up letters (MS-21-17, MS-22-17, MS-23-17, MS-24-17, MS-25-17, CM-05-17, CM-09-17, CM-10-17, CM-11-17) following Oct. 9, 2017 meeting; emailed to FWP. Posted approved September 11, 2017 meeting minutes on website and sent to county. Drafted and reviewed district meeting minutes and meeting agenda. Posted agenda in office and on website; sent to agency reps and county. Sent pre-meeting packets to board. Created meeting PowerPoint and packets for board. Compiled correspondence. Assisted callers and walk-ins regarding 310 law, application, process, complaints, grant information, and no-till drill rental. Noted 310 calls and inquiries in shared spreadsheet as needed. Communications with county/cd/agency reps regarding 310 inquiries. Directed inquiries on issues outside of CD realm to appropriate agencies. Forwarded various emails of potential interest to board and applicable items to applicable committees. Created descriptive statistics summary of long range plan survey responses for board for October meeting. Reviewed county emails for relevancy. Shared DNRC camp information with county schools. Minor website pages/posts updates, removed/added grant/event information to opportunities webpage, and added 310 current permit information. Linked website to Google Analytics. Created pop-up and stationary block e-list generator on website homepage. Created MailChimp account and general list; linked to website; update subscriber email template. Prepped and sent encroachment and cost share status update letters; cost share update communications. Correspondence with UM environmental studies dept. asking for assistance/sponsorship of pre-conference room rental. Reviewed old files for 2015 newsletter list – combined with 2017 cost share list, sorted and deleted name/agency duplicates. Finished drafting newsletter articles and templates. Updated Area 5 report and sent to MACDEO representatives for MACD convention EO meeting. Transcribed handwritten board biographies; drafted summaries from supervisors' answers.

Grants: Draft cost share payout letter; prep check. Update cost share master list with 2016 and 2017 names/awards. Created cost-share 2018 update spreadsheet for board. Draft RPG-03-17 contract. Correspondence with engineering firm regarding RRPP grant. Watch DNRC fire mitigation environmental contingency grants webinar.

Financial Management: Sent signed claims to county; entered claims and checks into QuickBooks Online (QBO). Updated supervisor hours/mileage as needed. Updated itemized purchases from petty checking and checking accounts in QBO. Reconciled bank statements, county reports, and D.A. Davidson change in investment value in QBO. Prepared claims to be signed at meeting. Reviewed unpaid claims and corresponded with county accounts payable clerk regarding unreceived/late payments. Updated actual FY17 profit and loss with close of FY17 county reports; review updates and FY18 budget with McBride. Mail grant and other checks signed at meeting.

Administrative Duties: Maintained and updated 310 master lists. Wrote employee report. Prepared/restored conference room for meeting. Transcribed meeting notes for minutes. Maintained and organized files. Created pdf documents of meeting packets and staff meeting notes. Prepared mail. Sorted and distributed office mail. Answered district phone and directed walk-ins as needed. Ran errands to bank, AlphaGraphics, and post office. Register RC and supervisors for MACD convention and reserve hotel rooms. Various correspondence with AlphaGraphics

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regarding orders. Reviewed plaque ideas. Updated and ordered RC business cards online. Check USPS certified mailer delivery and request redelivery regarding 310 violation.

Professional Development: Attend Facebook Boost Your Business seminar.

*Three vacation days: Nov. 2-3 & 6

Brendan Hallmark – Big Sky Watershed Corps Member – Oct. 10 - Nov. 13, 2017

Watershed Education and Outreach: Corresponded with AlphaGraphics and McBride to address proof editing problems on the *Healthy Riparian Buffer Guide*. Continued to work with McBride and Perez-Watkins to communicate effectively across partnerships and the community. Worked with cost-share applicants to follow-up on any natural resource or application questions. Assisted landowners with restoration ideas to help identify specific conservation efforts that can be made to improve their grant applications. Produced an updated draft of our *Guide to Stream Crossings* information booklet. Worked with partners, such as USGS and DNRC, to obtain useful images and diagrams for the new stream crossing guide.

District Business Assistance: Corresponded with McBride and cost-share applicants to schedule and attend seventeen preliminary cost-share project evaluations, completing all site visits for 2018 grant applications. Provided support to McBride for all 310-related business. Assisted with gathering information about 310 site locations, 310 complaint follow-ups, and 310 site inspections. Accompanied McBride on 310 application assistance in the Petty Creek drainage. Communicated with board members to transport the district's no-till drill to All Things Metal so that the trailer can be modified to improve loading/unloading safety. Communicated with All Things Metal to troubleshoot mechanical problems that came up while fixing the drill. Corresponded with Truax Drill Company to order a new hitch part for the no-till drill. Communicated with Larry's Tractors to install the new hitch part of the no-till drill. Met with McBride and Perez-Watkins weekly about priority tasks and district business. Completed final grant reports for Big Sky Watershed Corps.

Professional Development: Attended the American Water Resources Association (AWRA) conference in Helena. This 3-day professional development opportunity included networking with water professionals, learning about new agency projects, and inquiring about local water-related research projects. There were presentations on surface water, groundwater, forestry, geochemistry and restoration efforts.

Other – No additional reports.

New Business

Correspondence – Monica Perez-Watkins informed the board of a few items of correspondence. The first was the DNRC Fire Mitigation Emergency Contingency Grants. The DNRC received \$200,000.00 in state funding for restoration efforts on private property impacted by 2017 wildfires. Grant applications are due by January 10, 2018. Staff reported that some 2018 cost share applicants were impacted by the Lolo Peak Fire. The DNRC grant funds may be used to assist these applicants, and the board instructed staff to contact the fire impacted applicants to inform them of the grant.

The second item was a letter from Congressman Greg Gianforte, requesting the district's top three programs or priorities for the 2018 Farm Bill. The board directed staff to respond with the district's top priorities, identified in the district's long range plan, and to list state partners and organizations, such as NRCS field offices.

The third item was a letter from the Montana Department of Agriculture. The Department of Agriculture is requesting nominations of couples for the Young Ag Couples Conference and for financial support for the conference. The board named a couple of potential couples, including Associate Supervisor Bart Morris and his wife.

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Lastly, Perez-Watkins handed the board a thank you letter from Montana Natural Resources Youth Camp for district sponsorship of a 2016 DNRC 223 Grant.

Request for Sponsorship/Membership

Bitter Root RC&D – A \$300.00 request for a 2018 sponsorship was discussed. Libby Maclay was not present, but McBride stated that Maclay did not recommend district sponsorship of Bitter Root RC&D because she understood that the RC&D board is preparing to shut down. At this time, the Board of Supervisors declined a 2018 sponsorship of Bitter Root RC&D.

MACDEO – The board supported the district paying a \$25.00 membership for each employee.

Big Sky Watershed Corps Member – End of Term Report

Brendan Hallmark provided a PowerPoint presentation on an overview of the work he accomplished and assisted with during his time with the district, January through November 2017. His presentation discussed the creation of guidebooks on healthy riparian buffers and stream crossings, field assistance to McBride, mechanical updates to the no till drill and trailer, volunteer work in educational outreach, and additional assistance to local partners related to GIS mapping and volunteer events. The board presented Hallmark with a thank you gift for his work and efforts.

McBride reported that the 2018 Big Sky Watershed Corps Member, to be shared with the weed district, will begin in January. She stated that the corps member's district work will include tabling at a farmers' market and working with landowners to find and develop cover crop and pollinator mix test plots.

Other – No additional new business.

Old Business

Website – Perez-Watkins told the board she drafted biographical paragraphs for each supervisor based on their submitted biographical answers. Supervisors will review their draft biographies prior to publication on the district website.

Equipment Program – Hallmark reported on the trailer modifications, while the board reviewed images over PowerPoint. The modifications consisted of a removal of blocks on the trailer bed, the addition of a swivel hitch, and widening of the beavertail. The modifications added approximately 6-inches in width to the trailer. Travis Greenwalt hauled the drill and trailer from the host site to the metal shop. He noted the host site's substandard cleaning work on the drill, as it still held dirt and seeds from the previous rental.

Grant Programs

Cost-Share – Staff informed the board that a list of the 2017 cost share project updates was in their meeting packets. Two applicants withdrew, two requested an extension to 2018, one was completed and paid, two were completed and awaiting a site visit, and seven were still in progress.

Other – Perez-Watkins informed the board that the district received Riparian Planting Mini-Grant Application No. 04-17 for reseeding on the West Fort of Lolo Creek on a property affected by the Lolo Peak Fire. The applicant is requesting \$295.50 to reimburse the cost of grass seed and spread. McBride has not been to the site.

Hall instructed McBride to visit the property, take photos, and send the photos to the grants committee with information from the site visit. If she deems it a suitable project, the district will fund it.

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Tim Hall moved to approve up to \$295.50 for the reimbursement cost of grass seed and spread for RPG-04-17, upon the assessment and recommendation of Resource Conservationist Jen McBride. Art Pencek seconded the motion, motion passed – unanimous.

Upcoming Events

Conservation District and DNRC Hosted Supervisor Summit - Great Falls, Tues.-Wed., Oct. 31 – Nov. 1 - Libby Maclay and McBride attended the Supervisor Summit. McBride provided a synopsis of the conference to the board. She stated that some districts do not feel represented by MACD and described some of the frustrations she heard at the conference. She noted that, aside from the frustrations, the districts would like to remain a part of MACD.

MACD Convention – Hosted by Gallatin CD in Bozeman, Tuesday through Thursday, November 14-16, 2017 – McBride, Bob Schroeder, and Libby Maclay will attend the convention. Hallmark will attend with the Big Sky Watershed Corps.

Western Montana Grazing and Agriculture Conference – Thursday through Friday, January 25-26, 2018 – Perez-Watkins reported that a free community talk will occur prior to the conference, on Wednesday, January 24, at the university. The talk will feature the conference keynote speaker, Dr. Fred Provenza, who will discuss how crop and livestock rearing affect the health benefits these foods provide.

Other - No additional old business.

Payment of Bills – Tim Hall moved to pay the bills. Travis Greenwalt seconded the motion, motion passed – unanimous.

Warrants:

Verizon – District cell phone	
Ck # 2372	\$ 69.24
First Interstate Bank – District vehicle gas card	
Ck # 2373	\$ 68.51
Charter Spectrum – Internet	
Ck # 2374	\$ 60.90
Pitney Bowes – Postal machine postage purchase	
Ck # 2375	\$ 108.99
The Directory – Postcard mailing (74 count)	
Ck # 2376	\$ 37.19
Truax Company Inc. – Swivel hitch and shipping	
Ck # 2377	\$ 328.87
Brendan Hallmark – BSWCM reimbursements (registration, per diem food, and mileage)	
Ck # 2378	<u>\$ 229.27</u>

Total: \$ 902.97

Voting Record – CD Supervisor	FOR	AGAINST	ABSTAIN
Tim Hall	13		

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Travis Greenwalt	13		
Art Pencek	13		
Sidney Wills	13		
Libby Maclay		Absent	
Bob Schroeder		Absent	
Paul Parson		Absent	

Adjournment – Tim Hall moved to adjourn the meeting. Travis Greenwalt seconded the motion - motion passed, unanimous. The meeting adjourned at 9:38 pm.

The next meeting of Missoula Conservation District will be held on December 11, 2017, at 7:00 p.m. in the Missoula Conservation District conference room, 3550 Mullan Road, Suite 106, Missoula, Montana 59808.

APPROVED