

Missoula Conservation District
January 14, 2019 at 7:00 pm
3550 Mullan Rd, Ste 106, Missoula, MT 59808

Missoula Conservation District Attendees: Tim Hall, Chair; Libby Maclay, Vice Chair; Travis Greenwalt, Treasurer; Paul Parson, Supervisor; Art Pencek, Supervisor; Bob Schroeder, Supervisor; Sidney Wills, Supervisor; Bart Morris, Associate Supervisor; Jen McBride, Staff

Additional Attendees: Ladd Knotek, MT FWP; Brad Liermann, MT FWP; John Hart, Deputy County Attorney; Hannah Riedl, MT DEQ; Eric Trum, MT DEQ; Samantha Tappenbeck, SWCDM; Eric Anderson, WGM Group; Remi Berube, Landowner; Holly Seymour; Meghan Neville; Jody Wills

Absent: Lindsay Dick, Staff

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

Minutes – Travis Greenwalt moved to approve the December 10, 2018 minutes as drafted. Art Pencek seconded the motion, motion passed – unanimous.

Treasurer's Report – Travis Greenwalt reported \$95,985.92 in the District checking account and noted that \$65,000 had already been allocated for Legacy Grant Programs but not yet dispersed.

Public Comment – No public comment.

NRCS Report – John Bowe provided a written report. The report reviewed general information about existing contracts under the Environmental Quality Incentives Program (EQIP) and current applications under the EQIP program. The report also summarized work occurring under the Conservation Stewardship Program (CSP), the Wetland Reserve Program (WRP), and the Farm and Ranchlands Protection Program (FRPP). Finally, the report addressed the Joint Chief's Proposal Application that is awaiting a funding decision.

Nonpoint Source Program, Bitterroot Watershed – Hannah Riedl, DEQ

Hanna Riedl of the Montana DEQ Nonpoint Source Program presented to the Board of Supervisors regarding the Clean Water Act, 319 funds administered by MT DEQ, and designation of the Bitterroot watershed as a pilot focus area for a "Level I Priority." During the meeting she discussed an interim 319 call for project proposals because \$200,000 to \$300,000 dollars will be available to fund projects on the ground in the Bitterroot watershed. Additional funds will be available for project planning and development within the Bitterroot watershed and the award amounts will not exceed \$4,000 nor total more than \$15,000. Riedl provided a handout noting the indicators and strategies in a Level 1 Priority Watershed. Riedl discussed identifying sub drainages, conducting riparian assessments, point source treatments, and looking at social metrics and stories of success. The Board discussed the nonpoint source issues on Lolo Creek and Miller Creek in Missoula County and stated that the funds might best match other agencies' efforts in the drainages as there are examples of work in other drainages costing well over \$1,000,000 dollars – so matching the funds with existing efforts may increase impacts.

Middle Clark Fork Watershed Restoration Plan (WRP) – Update – Samantha Tappenbeck, SWCDM

Samantha Tappenbeck presented to the Board and reintroduced herself as the Water Resource Specialist for Soil and Water Conservation Districts of Montana (SWCDM). She stated that she wanted to review the recent meeting hosted by the Clark Fork River Basin Kootenai Council where 24 agencies and organizations were present. Tappenbeck stated that the Clark Fork River has 13 impaired tributaries from the mainstem of Flint Creek to the confluence with the Flathead River and noted that some of those tributaries are in Missoula County. She provided a handout outlining the purpose, goals, and elements of a WRP as well as noting the input that is required from stakeholders. Tappenbeck also provided a survey to the Board of Supervisors and stated that she's hoped to keep the Conservation Districts engaged throughout the process.

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New 310 Permit Applications

MS-01-19 – Scott Tucker – South Fork of Gilbert Creek – Pond Outlet Construction

Geocode: 04-1978-27-1-01-01-0000

McBride reviewed the project stating that a site inspection had not occurred but that she, Art Pencek, and Brad Leirmann (Montana FW&P) were on the property to review the channel reconstruction project (Permit No. MS-29-18) that is to occur adjacent to the pond. The project for the pond outlet construction will provide up and downstream fish passage from the pond outlet. The project will include a 2-foot diameter channel headgate control structure and step pool channel construction where there is presently a 15-foot drop. The board reviewed photos submitted by the applicant's contractor and reviewed the designs submitted for the project. Leirmann noted that he perceived the project to be well designed and that it was good for fish. Pencek stated that there was enough information provided to act on the project.

Art Pencek moved to accept Application No. MS-01-19 as a project for review and to approve the project to construct an outlet channel and control structure on the pond as proposed. Travis Greenwalt seconded the motion, motion passed—unanimous.

MS-02-19 – Scott Tucker – South Fork of Gilbert Creek – Bridge Construction

Geocode: 04-1978-27-1-01-01-0000

McBride reviewed the project stating that a site inspection had not occurred after receiving this application but that she, Pencek, and Leirmann were on the property at the site of this crossing to review the channel reconstruction project (Permit No. MS-29-18) that is to occur. McBride showed the board images and described the project stating that the applicant has proposed a bridge over the newly constructed channel at a site that was historically a ford crossing. McBride passed the design plans to the Board for review. Paul Parson noted that the proposed freeboard was not at an elevation consistent with what the Missoula Conservation District generally recommends to allow for the passage of ice, wood, or other debris. Pencek stated that more information is needed on the designs.

Art Pencek moved to table Application No. MS-02-19 pending additional information from the applicant regarding the bridge design. Travis Greenwalt seconded the motion, motion passed—unanimous.

MS-03-19 – Lee Yelin obo Vernon & Diane Feedback – Clark Fork River – Bank Alteration/Stabilization

Geocode: 04-2323-07-1-02-01-0000

McBride stated that this application is related to Complaint No. CM-14-18; the complaint was dismissed at the December 10, 2018, District Meeting. McBride noted that no site inspection occurred for this application but she, Pencek, and Ladd Knotek (Montana FW&P) were on site to review the complaint. McBride stated that she looked over Application No. MS-03-19 and it appears that no work will occur in stream. It also appears that work within the previously established riparian buffer will consist of hand planting and that removal of lawn clippings and compost will be on the outer edge of the riparian buffer. McBride stated that she confirmed with the applicant that the debris to be cleared is on the edge of the riparian buffer and is limited to lawn debris that was placed while conducting yard work — the debris removal will not include native attached or detached woody debris.

Bob Schroeder moved to consider Application No. MS-03-19 “not a project” under the 310 Law as none of the proposed work will occur in stream and the work proposed within the riparian buffer is hand planting work only. Schroeder further noted that some debris removal will occur, but the debris to be cleared is on the outermost edge of the riparian buffer, it will be removed by hand, and it is limited to a lawn debris that was placed while conducting yard work. Paul Parson seconded the motion, motion passed—unanimous.

The Board commends Mr. and Mrs. Feedback for their efforts to improve the riparian buffer with native vegetation and encourages a dense vegetative buffer to improve bank stability, riparian habitat, and water quality. Should project plans change and there arises a need to operate equipment or clear vegetation within the riparian buffer or otherwise conduct work that may impact the bed or banks of the Clark Fork River, revised plans must be submitted for review.

MS-04-19 – Blackfoot Telecommunications – Clark Fork River – Bank Stabilization/Alteration

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Geocode: 04-2201-35-3-02-03-0000

A site inspection occurred on January 8, 2019 where McBride, Pencek, Knotek, Todd Klietz (Missoula County Floodplain), Nathan Green (U.S. Army Corps of Engineers), Matt Henderson (Crystal Creek Ranch Manager), Eric Anderson (WGM Group) and Dan Patterson (Blackfoot Telecommunications) were present. Anderson was present at the meeting, provided a handout with images of the bank, and presented on the project noting that there are major utilities buried in the railroad corridor, including a fiberoptic line for the 911 system. The utilities would be at risk if the bank continued to erode. Anderson explained that Blackfoot Telecommunications applied because their utilities would be the first to be impacted should erosion on the bank continue. Alternatives to the project were discussed. The Board recommended that utility companies consider alternative routes for potentially threatened infrastructure and be proactive in moving utilities out of areas that present hazards due to high water and flooding. At this location, however, the Board recognized that the Old Milwaukee Railroad grade is against the valley wall (there is little room for further channel migration) and moving the threatened infrastructure cannot be completed prior to highwater. Pencek and Knotek read their Team Member Reports.

Tim Hall moved to accept Application No. MS-04-19 as a project for review and to approve the project to stabilize the streambank with modifications in Team Member Reports. Art Pencek seconded the motion, motion passed—unanimous. The project to stabilize and alter the streambank on the Clark Fork River is approved with the following modifications:

- Project must be completed prior to April 15 or when normal low elevation runoff increases river discharge to a level more than 25% above base flows
- A dewatering plan must be submitted to Missoula Conservation District and Montana Fish Wildlife and Parks a minimum of 2-weeks before the onset of work; plan should minimize mortality of fish/aquatic life and significantly reduce instream turbidity during construction
- Rock rip rap must be sorted so that oversized rock (minimum 3-feet) is installed at the toe of the slope and keyed below the maximum scour depth elevation
- Toe rock shall be installed as to create irregularities (protrusions) along the bankline at least every 12 linear feet, extending outward (an average of 2-feet to 4-feet) to increase flow complexity and create micro-habitats along bankline at toe of slope
- Rock rip rap should only extend up the bank to a height equivalent to a 50-year flow event; above this point other reclaimed sods and specified woody vegetation should be planted at a rate necessary to establish native woody shrubs and plants to the top of the bank; salvaged sod should be incorporated as outlined in plans
- No impervious or artificial matting that may impede revegetation shall be installed in conjunction with rip rap
- Freshly cut, locally collected, dormant willow sprigs shall be installed in conjunction with rip rap installation (size 1-inch minimum diameter at the base and greater than 5-feet in length) at a minimum rate of 2 cuttings per lineal foot; sprigs shall be installed while still dormant at an elevation from low water level to bankfull height (~ 2-year flow elevation)
- Interstitial spaces among rock rip rap should be filled with smaller material that includes suitable growth media
- Maintain District standards for vegetation survival rate (75% of planted vegetation must survive one year from initial planting; 50% of planted vegetation must be evidently viable two years from project completion date)
- Project engineer/permittee shall be onsite during implementation to ensure adherence to specifications
- Diversion features and all gravel bars shall be returned to pre-project condition upon project completion
- Missoula Conservation District and Montana Fish Wildlife and Parks shall be notified when instream work begins

APO-02-18 – Jim Stone obo OW Potter Jr. Exemption Trust – Clearwater River – Diversion Dam

Maintenance Geocode: 04-2331-04-2-01-03-0000

Application No. APO-02-18 was tabled at the November 5, 2018, District meeting, pending reception of revised plans including fish passage at the project site. Knotek stated that he encourages the board to leave this project tabled as additional plans are underway and Ryen Neudecker, Big Blackfoot Chapter of Trout Unlimited, is working with the applicant.

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310 Complaints

CM-06-18 (RE: MS-30-18) – Fred Stout – Clark Fork River – Riprap & Excavation Work

Geocode: 04-2199-05-1-02-10-0000

McBride stated that Complaint No. CM-06-18 is remaining on the agenda at the directive of the Board until the concrete is removed under Permit No. MS-30-18. McBride stated that she had not had contact with the applicant since the update that she provided at the December 10, 2018 meeting.

CM-16-18 (RE: MS-11-18) – Remi Berube – Butler Creek – Tree Fort & Bridge

Geocode: 04-2326-18-4-02-17-0000

McBride summarized the District's correspondence with Remi Berube, who was present at the meeting. McBride stated that she'd struggled to communicate with Berube via USPS mail and that email had proven to be the most effective in reaching him recently. McBride stated that she encouraged Berube to come to the meeting in the hopes that Berube could hear the requirements directly from the Board. McBride reviewed correspondence with Berube following the denial of Application No. MS-11-18 at the May 15, 2018 meeting. The Board addressed the need for a new Application in a letter dated May 18, 2018. Having not received an application, the Board again addressed Berube on October 16, 2018 stating that an application was required for all activities conducted on the property that may impact the bed or banks of Butler Creek. The Board addressed Berube in another letter on November 9, 2018 and informed him of possible consequences including fines associated with 310 Law Violations. When a November 9, 2018 letter was returned to the office, McBride emailed Berube on December 3, 2018 with the letter attached as a pdf. McBride read aloud the December 10, 2019 Minutes regarding Complaint No. CM-16-18, which stated the following:

McBride read correspondence sent to Berube dated May 18, 2018; October 16, 2018; and November 9, 2018. She also read an email dated December 3, 2018 sent to Berube, and presented the Board with a related incomplete 310 Application received via e-mail.

The Board discussed the complaint and further discussed the 310 Application that Grace Ward submitted to the District office on behalf of the applicant on December 10, 2018. The Board noted that the application is incomplete and that the District does not formally review incomplete applications. Additionally, the application failed to address all components of work or issues that have been brought to Berube's attention in past correspondence.

Bob Schroeder moved to find the work on Butler Creek a violation of the 310 Law and to require removal of the tree fort, rock dam, and ford on Butler Creek no later than April 1, 2019. Art Pencek moved to amend the motion to impose a \$1,000.00 fine, elaborating that the fine should be waived if the applicant complies with removal, and that should the applicant not comply, the fine will stand. Tim Hall seconded, the motion, motion passed—unanimous.

Berube stated that he was at the meeting to learn. He explained that he had enhanced and done things along the creek including fencing the riparian area as discussed with Knotek, McBride, and Pencek (this was discussed during a site visit on May 08, 2018, prior to denial of Application No. MS-11-18). Berube stated that much of what he'd done was just maintain the rock dam and ford that was present when he purchased the property. He stated that he'd built the tree fort and bridge for his kids and that he'd attempted to improve it to limit impacts as discussed on site with District representatives and discussed with Kleitz (Missoula County Floodplain Administrator). The Board and Berube reviewed images of the site from the site inspection under MS-11-18 and subsequent visits from McBride in attempts to assist Berube with steps to come into compliance with the 310 Law.

The Board directed Berube to submit a 310 Application to remove the rock dam before spring runoff; after some discussion regarding jurisdiction over the treefort and bridge, the board stated that they were open to allowing the structure to remain as is, but that an Application is required to have a record of the treefort/bridge on file; finally the Board stated that an Annual Plan of Operation Application should be filed for the ford to remain in use.

Berube thanked the Board and said that he had a better understanding of what he was supposed to do. McBride stated that she'd be available to meet if desired to help ensure Berube submitted complete applications for review. She encouraged Berube to submit complete applications no later than January 31, 2019 for review at the February 11, 2019 meeting.

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CM-01-19 – Sean & Tina Cummins – Lolo Creek – Earthwork & Encroachment on Riparian Buffer

Geocode: 04-2090-35-1-02-01-0000

McBride stated that a member of the public called this complaint in and she showed pictures of the property taken from Highway 12 that depicted piled top soil near the banks of Lolo Creek. She stated that she'd attempted to contact the landowner by mail, but that the letter was sent back to the office. McBride said that she'd reach out to the County Attorney's office for assistance in obtaining contact information for the landowner.

Existing 310 Permits

MS-34-17 – Susan and Ethan Mace – Unnamed Creek – Riparian Thinning, Debris Jams, and Ford and Diversion Improvements (Permit Expires February 12, 2019) – Extension Request

Geocode: 04-2094-11-1-01-06-0000

McBride reviewed images of the project site for Permit No. MS-34-17, noting the February 12, 2019 expiration date. She stated that Mace was in touch regarding a request for an extension on the 310 Permit and the Cost-Share grant related to the crossing.

Tim Hall moved to approve the extension request for Permit No. MS-34-17 to February 12, 2020 and allow a one-year extension on the Cost-Share grant. Art Pencek seconded the motion, motion passed—unanimous.

MS-20-18 – Kvande Anderson obo Jerry Blank – Smith Creek – Bridge Replacement

Geocode: 04-3107-24-1-01-03-0000

McBride stated that she'd put this project on the Agenda because she'd been contacted by the caretaker, Grace Siloti, on December 27, 2018. Siloti expressed the potential of changing the project plans and was going to coordinate with the applicant but neither had not been in touch since. McBride stated that she would reach out to learn more.

310 Follow-Ups

There were no follow ups to report on.

310 Inquiries & Issues

McBride reviewed images of car body and other debris in the Clark Fork River. She stated that she'd met with Travis Ross with the Water Quality District and other representatives from the city and county to discuss possible solutions to the trash in the river. At that meeting it was noted that the placement of the automobiles occurred well before the 310 Law and it seemed the consensus was to prioritize cleanup of the loose debris in the river while continuing to educate landowners. McBride stated that if the Board allowed her to spend some time on it, she'd reach out to landowners to coordinate a meeting to inform landowners of concerns and opportunities. The Board agreed that McBride could reach out to landowners as time allowed, but stressed that the role was coordination only, as a potential project would be complex since removal of the cars could lead to erosion and cause additional issues along the bank.

McBride informed the Board that she'd received a call from Kim Bennet, Realtor, regarding a property on Miller Creek and she'd informed Bennet of the 310 Law stating that the Board may review any project that has the potential to impact the bed or banks of the creek. McBride told Bennet that the recommended minimum riparian buffer on Miller Creek is 10-feet and she'd be available to meet on site to address additional questions.

McBride discussed an inquiry from Dennis Doran regarding a property where Mill Creek is in Frenchtown. Doran discussed the potential of an RV parking area adjacent to Mill Creek and inquired about permit needs. McBride encouraged a site visit to review the property, the minimum recommended riparian buffer, and other potential impacts to the bed and banks of the creek – Doran stated he'd be in touch if the landowner wanted to move forward.

McBride reviewed correspondence with Steve Hall, consultant, and photos from a site visit to 4300 Duncan Drive regarding an inquiry on building a deck and required permits. The Board did not have anything to add to McBride's December 18, 2018 email to Steve Hall, outlining the recommended riparian buffer and when a 310 Application would be required should the project potentially impact the bed or banks of Rattlesnake Creek.

McBride informed the Board that she'd spoken with the new owners regarding erosion at 2519 Wylie Avenue and she informed them of the 310 Law, riparian buffer requirements, and encouraged them to contact a consultant to assist with dense planting of native riparian vegetation.

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Reports

County Attorney – Hart stated that he had no formal report, but he followed up regarding the Conservation District's seat on the Water Quality Board and that a Conservation District Supervisor serves on the Board by law due to a concern that Conservation Districts had when the new law came about in the 90's. At this time Paul Parson will continue to serve on the Board.

Montana FWP – Knotek stated that he'd cited Milltown State Park for a 124 violation just off Tamarack Road and they were required to use a hydraulic drill to plant 250 willows at the site to remedy the violation.

Bitter Root RC&D – No Report

District Committees – Hall stated that the Personnel Committee had been active and would be working with McBride to come up with a plan for conducting business during Lindsay Dick's absence.

Missoula CD Employees – McBride stated that the top things to highlight was that Dick is on leave for medical reasons, at least for a few weeks and may be out longer. She also noted that building a database in Salesforce is moving forward.

Jen McBride – Resource Conservationist – December 11, 2018 – January 14, 2019

310 Administration: Reviewed and edited 310 letters following the December District meeting. Reviewed 310 Applications and directed inquiries as they arose. Corresponded regarding relevant 310 projects, complaints, inquiries and issues including locations on Grant Creek, Rock Creek, Gilbert Creek, Butler Creek, Rattlesnake Creek, Lolo Creek, Miller Creek, Mill Creek and the Clark Fork River. Scheduled site visits as appropriate and met with people regarding 310 project inquiries. Communicated with Lindsay Dick regarding coordination of 310 site inspections. Attended 310 site inspections with Art Pencek and Ladd Knotek. Prepared 310 reports and photos for the January meeting. Corresponded with Missoula County Attorney, Fish Wildlife & Parks, Floodplain Administrators, and other representatives regarding 310 projects, inquiries, issues, and complaints as needed. Corresponded and coordinated with Missoula County Floodplain, Army Corps of Engineers, and Missoula County employees about inquiries and issues. Sent feedback to DNRC regarding 310 Application changes.

Conservation Planning: Completed follow ups and communications regarding 2018 Cost-Share projects. Distributed materials regarding the Western Montana Grazing and Agriculture Conference. Worked with planning committee regarding Long-Range plans. Completed MACD Stream Gage Survey. Correspondence with DEQ regarding TMDLs and action in Cramer Creek and the Bitterroot Watershed. Some correspondence with SWCDM regarding remaining WRP's on the Clark Fork River. Met with Missoula Valley Water Quality District and other representatives regarding cars and debris in the Clark Fork River. Attended Three Rivers Collaborative Meeting. Worked on long range planning with committee and Dick.

Office Administration: Corresponded with NRCS regarding partial government shutdown, prepared files and list in case office was shutdown. Assisted with old printer set up and troubleshooting after existing printers were shipped away. Worked to write new job descriptions and update existing job description. Corresponded with Personnel Committee as needed and met regarding changes to job descriptions and adding a third employee. Worked a few hours with Dick on reviewing and organizing old physical files. Completed some electronic file clean up. Entered Labor Distribution Reports. Coordinated work space assessment. Continued to coordinate with SWCDM and Kamman regarding CRM software and cloud file management. Coordinated with Dick regarding district meeting preparations and met as needed regarding accomplishments, priorities, and plans for the workday or workweek. Submitted timesheets and time summary to the county. Entered monthly report into QuickBooks. Completed District Meeting Preparations for January 14, 2019.

Lindsay Dick – Administrative Coordinator – December 11, 2018 – January 10, 2019

Communications and Outreach: Drafted, revised, and mailed 310 correspondence and other correspondence (cost-share grants, letters of sponsorship) as needed. Proofed Healthy Riparian Buffer Guide for content and layout. Edited Long-Term Plan Report 2019-2024.

Financial Management: Submitted Annual Financial Report for FY18. Prepared payroll report for calendar year 2018 for Montana State Fund. Reconciled bank statements in QuickBooks Online (QBO). Filed receipts for petty checking. Prepared claims and checks to be signed at meeting. Submitted claims to Missoula County. Entered checks, expenses, and claims in QBO. Copied and scanned checks for records, mailed checks, and wrote correspondence when applicable.

Administrative Duties: Continued sorting physical records in office for reorganization and preparation for CRM/cloud transition. Reviewed electronic file organization priorities with McBride and began filing organization of Shared Drive. Compiled 2018 310 data survey for Bob Flesher at DNRC. Drafted and revised

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December 10, 2018 meeting minutes. Drafted, revised and posted January 14, 2019 agenda. Posted approved November 5, 2018 minutes and emailed to NRCS representatives. Scheduled site inspections, prepared site inspection packets. Mailed and e-mailed meeting materials to Board and agency representatives. Updated supervisor timesheets. Created template for PowerPoint for January 14, 2019 District meeting. Began compiling meeting packets, prepared files for meeting. Administered intake process for new 310 Applications.

Corresponded with grant applicants, partner agencies, and contractors regarding grant applications, contracts, and MOUs. First contact point calls/walk-ins for 310 inquiries, application requests, complaints, no-till drill reservations, PI inquiries, other agency referrals, etc. Forwarded emails of interest to Board. Staff meetings with McBride.

General Coordination: Toured potential venues for Annual Convention 2019 in Kalispell with representatives from Area V districts and MACD, December 13, 2018.

Other – No other reports

New Business

Correspondence

CWA – Revising “waters of the United States” (WOTUS) and possible changes to 404 Permits –Inquiry regarding upcoming public comment period —

McBride stated that she'd had a couple of inquiries regarding the Board's view and potential comment of the federal action regarding changes to the WOTUS rule and how that may impact the 404 Permit or interface with 310 Permits. The Board stated that it had no comment at this time but asked to remain informed and stated that it might engage later if necessary or brought to all Conservation Districts through the Montana Association of Conservation Districts (MACD).

Smurfit-Stone Mill Site

McBride passed the Board a January 2, 2019 letter addressed to the Environmental Protection Agency, Region 8 from the Missoula Board of County Commissioners. The letter addressed issues related to the site including data collection, flood contingency plans, and landfills and sludge ponds. The letter outlined Missoula County's goals for the site to “Eliminate all public safety and health risks; Restore the river and the floodplain; Hold the polluter responsible for the financial and environmental liabilities at the site so the burden is not shifted to the taxpayers and residents of the area; Incentivize concurrent redevelopment of the site and continue economic development efforts; and Provide public involvement throughout the process of investigation and cleanup.”

McBride stated that she'd joined the Missoula Valley Water Quality District and other stakeholders on a float past the Smurfit Stone site in the fall and the group reviewed the bank and the past permits that were granted to do work on the bank. McBride stated that portions of the bank may need work in the future and the Board may be reviewing a project at this site in the future. She stated that she would work to keep the Board informed as time allowed. There are regular meetings held by the Community Advisory Group in Frenchtown and McBride stated that she may try to attend some of these meetings.

Other

McBride informed the Board that she'd attended meetings with a group called the Three Rivers Collaborative. She passed a sheet to the board explaining that the group is “a standing group of community members who will meet regularly and work for the benefit of area rivers and the people who value them. It is intended to form a foundation of understanding and process for addressing issues and seeking opportunities over time.” McBride described the geographic scope and reviewed upcoming meetings and events, inviting Board members to join if interested. McBride also stated that the group is hosting a Public Welcome and Celebration on February 21, 2019 and she encouraged supervisors to attend. McBride stated that funds were being requested to help host the event. Jody Wills mentioned having seen an article in the Missoulian and expressed concern that landowners were not involved. Parson stated that was a good point and the intent of the upcoming event is to gain more participation from the public and landowners. The Board agreed that to have success, landowner participation is a must. McBride reiterated the request for funds to assist in the event.

Tim Hall moved to support the Public Welcome & Celebration with a \$200.00 sponsorship of the event. Art Pencek seconded the motion, motion passed—unanimous

McBride mentioned to the Board that NACD had a call for applications for Technical Assistance grants and she inquired if the Board would like her to investigate further to potentially assist with upcoming District Business. The Board stated that it was not a member of NACD and did not think it was an appropriate avenue for funding.

Art Pencek stated that he did not think that the returns from investments on the D.A. Davidson Account was advantageous and he proposed rolling funds incrementally into a Certificate of Deposit Account over a twelve-month period so that the maturity dates allowed withdrawal of funds when needed.

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Paul Parson moved to support efforts to move funds toward a better investment allowed for Conservation Districts. Bob Schroeder seconded the motion, motion passed—unanimous.

Old Business

Grant Programs

District Programs

2018 Cost-Share – McBride stated that 2018 Cost-Share reimbursements were being issued, but that some funds went unclaimed.

Grant Program Planning for 2020 – McBride stated that she’d hoped to meet with the Grant’s Committee to discuss Grant Programs but given current staffing circumstances that meeting will need to be scheduled in April.

DNRC Sponsored – McBride reviewed the timing, allowable practices, and the work that occurred prior to receiving the DNRC grant issued to Missoula CD for severely burned Lolo Peak Fire properties. Much of the practices were ineligible because they were completed prior to receiving DNRC funds and many of the landowners did not claim funds that were awarded direct grants through Missoula CD. The Board directed McBride to close the grant.

Equipment Program – Schroeder stated that he would pick up the drill for storage through the winter. McBride stated that she would like to continue working with Larry’s Tractor and Trailers on the rental program until a new staff is hired.

Board Appointments – The board reviewed and confirmed Board appointments —Hall, Chair; Maclay, Vice-Chair; Greenwalt, Treasurer; Hall, Maclay & Parson, Personnel Committee; Hall, Pencek, & Schroeder, Budget Committee; Hall, Greenwalt, & Schroeder, Grants Committee; Greenwalt, Schroeder, & Morris; Equipment Committee; Hall & Greenwalt, Long Range Planning Committee.

Long-Range Plan – McBride stated that the committee had reviewed the plan and she’d hoped to have a copy at the meeting, but it was held up due to other issues.

310 (Joint) Application – McBride provided copies of the proposed changes to the supervisors who requested them.

Cramer Creek TMDL Implementation Evaluation (TIE) – McBride reminded the Board of last month’s request for comment on the Cramer Creek Tie and she passed the Board comments from Tara Comfort, who is representing Bonita-Clinton Potomac (BCP) Grazing Association.

Other – No other old Business

Payment of Bills – Bob Schroeder moved to pay the bills; Tim Hall seconded the motion, motion passed—unanimous.

Warrants:

Ck # 2534	Verizon – District cell phone	\$ 69.39
Ck # 2535	First Interstate Bank – Fleet card vehicle 4–022428	\$ 67.65
Ck # 2536	Charter Communications – Internet	\$ 84.99
Ck # 2537	Alpha Graphics – Thank You Cards & Envelopes	\$ 124.31
Ck # 2538	Pitney Bowes	\$ 139.65
Ck # 2539	Tim Hall – Mileage & CD Business	\$ 269.08
Ck # 2540	Elizabeth Maclay – Mileage & CD Business	\$ 1586.54
Ck# 2541	Paul Parson – Mileage & CD Business	\$ 1840.49
Ck# 2542	Travis Greenwalt – Mileage & CD Business	\$ 99.05
Ck# 2543	Bob Schroeder – Mileage & CD Business	\$ 529.91
Ck# 2544	Art Pencek – Mileage & CD Business	\$ 391.62
Ck# 2545	Sidney Wills – Mileage	\$ 56.88
Ck# 2546	Bart Morris – Mileage & CD Business	\$ 157.16
	Total:	\$ 5416.72

Checks:

Ck # 1467	Lake County Conservation District	\$ 250.00
	Total:	\$ 250.00

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Adjournment – Bob Schroeder moved to adjourn the meeting. Art Pencek seconded the motion, motion passed—unanimous. Meeting adjourned at 9:50 p.m.

Voting Record – CD	IN FAVOR	OPPOSED	ABSTAIN
Tim Hall	11		
Libby Maclay	11		
Travis Greenwalt	11		
Paul Parson	11		
Art Pencek	11		
Bob Schroeder	11		
Sidney Wills	11		

The next Missoula Conservation District meeting is scheduled for Monday, **February 11, 2019** at 7:00 p.m. in the USDA Service Center conference room at 3550 Mullan Road, Suite 106, Missoula, MT 59808.

APPROVED

APPROVED