

Petroleum County Conservation District

P.O. Box 118, Winnett, MT 59087-0118

406-429-6646 ext. 104

petroleumcd@macdnet.org

Local Common Sense Conservation

www.petroleumcd.com

Jay King -- Chairman, Brenda Brady, Vice-Chairman & MSCA, Ralph Corbett -- Urban Supervisor,
Rodney Rowton -- Rural Supervisor, Laura Kiehl -- Treasurer & MRCDC, Nathan Descheemaeker- Supervisor,
Diane Ahlgren -- Associate Supervisor, MWC & MSGOT

January 26, 2023

Call to order: Chairman Jay King called the regular meeting of the Petroleum County Conservation District to order at 5:06pm. Those present were Jay King, Brenda Brady, Ralph Corbett, Laura Kiehl, and Rodney Rowton. Others in attendance were Laura Nowlin, MWC Coordinator; Brent Smith, CEMIST; Mike Lucas, Supervisory District Conservationist; Reba Ahlgren, District Conservationist; Katie Decker, BLM Rangeland Management Specialist; Katie Lund, PCCD Fiscal Manager; and Trish Smith, PCCD Administrator. Veronica Grigaltchik, DNRC attended virtually. Diane Ahlgren and Nate Descheemaeker were absent.

Jay King, Laura Kiehl, Brenda Brady and Rodney Rowton were sworn in to their Oath of Office by Krista Rowton, Petroleum County Deputy Clerk and Recorder.

Approval of Minutes: Laura K. moved to approve the December 29, 2022 regular meeting minutes; Rodney seconded. Motion passed.

Guest/Public Comment: No public comment.

Partner Reports:

MRCDC: Joe Bono has requested another meeting for everyone involved in the Fort peck test flow. Dona Stafford has requested photos (flooding, etc.) for the Living on the Banks website. There is a tentative plan for the 2023 River Rendezvous for June 21st in Garfield County that will coincide with the CMR project event. The Rotunda/Legislative session in Helena January 23-25th had a good turn out and there is a positive outlook. The Dry Red Water project is continuing and will provide good drinking water all the way to Sidney for homes and livestock. The Quarterly MRCDC Meeting will be February 21st in Lewistown.

MWC: Laura N. mentioned the MWC will have their next meeting February 14th in Roundup. Karin Boyd will be having her River Geomorphology presentation. Laura is stepping down from the MWC as their Coordinator. This will take effect sometime this spring.

MSGOT: No Report

MSU Extension: No Report.

DNRC: Veronica mentioned the Conservation District Awareness Day that took place at the Rotunda. Their awareness campaign items were shown at the event; 6 ads that were ½ ag based and ½ recreational. This has all been launched on social media and takes everyone to their website. The Advisory Council met in Helena and

their mission is to advise all things CD related; the council is composed of 6-7 supervisors around the state. Putting together a letter to introduce themselves. They talked about the future of our grant program and how to disperse money if it comes down. Sending out a survey to CDs to get input from CDs of what they would do with the money. MACO is dropping CDS from their insurance. She reminded everyone of the email voting rules, the next grant cycle is opening up February 1st, and their website has been replaced.

NRCS: Mike stated that the EQIP/RCPP deadline is February 24. They are working on CSP Payments, the RCPP bundling meeting is February 1st and they are getting last minute planning done.

Pheasants Forever: No Report.

Winnett ACES: Laura N. stated the Winnett ACES Board meeting is February 2nd at 3pm. They are working on a grant application. February 21st will be the Succession Stories event in Winnett. Brenda moved to have the CD send out the Succession Stories event flyer to their mailing list; Ralph seconded. Motion passed. Ralph moved to approve the letter of support for the Winnett ACES application to the Five Star and Urban Waters Restoration Grant Program; Rodney seconded. Motion passed.

CEMIST: Brent stated that CEMIST has been working on their work plan and budget for the DNRC grant the last month. They are having to amend their grant. January 31st is the CEMIST Quarterly meeting. The meeting focus is the work plan and budget. CEMIST sent out a letter of support for the Saltcedar/Woody Invasive Species Task Force. Attended the Rotunda Day at the Capitol and going to the Winter Fair in Lewistown the end of January. CEMIST will be sending representatives to the MATE show February 16-18. There will be an Eastern Heath Snail meeting in Stanford, MT and a MT highline info sharing tour about feral hogs this spring. Ralph moved to approve the letter of support from the PCCD for the Woody Invasive Species Task Force; Laura K. seconded. Motion passed.

BLM: Katie Decker stated that the BLM has been working on their travel planning and still working on a draft analysis for the Petroleum County area; edits and updates will be sometime in April. The comment period is for 30 days. They will then move to the Crooked Creek area. Planning 30% AUM usage reduction. This will apply in allotments in severe drought conditions. They are sending out letters and applications to those approved for reductions. Renewed and issued grazing permits last fall and annual meetings to discuss grazing plans are underway. She provided maps of fuels reduction/prescribed burn projects that are planned for the future.

Supervisor Reports:

Brenda Brady: discussed the storm drain sewer project that we need to keep on our radar. The PCCC group met with the city about the community center and the request of the city is to point the drainage downhill. Need to start with a feasibility study with an engineer to see what can be done. There is so much infrastructure funding available right now, so might be a good time to look into.

Laura Kiehl: stated that we need to help support the Woody Invasive Task Force in their mission. Laura is taking Jay's place on the planning board. There is an Urban Supervisor position open and she suggested Clay or Brittany Barnett.

Rodney Rowton: No Report.

Ralph Corbett: mentioned that Clay Kave is interested in the Urban Supervisor position.

Jay King: stated that he went to Helena to testify and that Laura K. and Molly Masters did a great job testifying. Jay is going back to Helena the following week; our nepotism bill will be discussed at Committee. It is House Bill 295. Jay said he would draft up a letter of support for the House Bill 295 and Trish can send it in. The Board agreed this was a good idea.

Diane Ahlgren: No Report.

Nate Descheemaeker: No Report.

Old Business:

- A. **Annual Work Plan:** Tabled to go with the Long Range Plan special meeting date.
- B. **Long Range Plan:** Set date for the Long Range Plan special meeting; February 23, 3-5pm.
- C. **Workshop for continuing education for applicators class:** Trish was asked to contact Cody from MSU County Extension to see if they could put on a workshop.
- D. **Fire Mitigation Program Update:** Trish was asked to contact Tonya for the amount of funding the CD has left and let Bruce know we are interested in the program. Also discussed was having a meeting to see what interest there might be for land owners.
- E. **MOU PCCD/CEMIST:** Brent went over the PCCD/CEMIST MOU. Laura K. moved to approve the MOU between the PCCD and CEMIST; Rodney seconded. Motion passed.
- F. **310 Updates:** Trish stated that Clint will be getting back with updates on the fall Musselshell River issue with the trailer falling in. Garfield County did an inspection of the Browning 310s and will send to us and we can either accept what they did or do our own inspection.

New Business:

- A. **Oath of Office - Elections:** This was done right after the meeting roll call. Ralph made a motion to keep the same officers/positions, Jay King as Chair, Brenda Brady as Vice-Chair and Laura Kiehl as Treasurer; Laura seconded. Motion passed.
- B. **Ladies Day on the Range Planning:** Brenda asked to keep this on the agenda so it is on our radar for planning. We are shooting to have this event in June and Trish will look into grants.
- C. **Gardening Workshop:** Trish was asked to talk to MSU Extension and their availability to put on a workshop in March or April, and ask about topics.
- D. **Payroll clarification/Verbiage:** The payroll verbiage in the CD Employee handbook is vague and unclear. Katie is going to draft new language for payroll regarding Holiday pay calculations, to be reviewed and voted on by the Board at the next meeting.

Administrative:

- A. **Grant Updates:** The Board went over the grant update on the Administrator January

update sheet. Trish submitted several quarterly grant reports through Submittable and the NACD website (CEMIST, WMG, Technical Assistance, NACD, etc). Still working on updating the NACD Excel and other documents. Laura N. will be helping with questions on those. Received payment for the Petrolia Headgate grant and District Development grant.

- B. **District Updates:** The Board went over the administrator monthly update sheet and the quarterly work plan. All were good with the format and we will try and work towards all the tasks for the 1st quarter work plan.

Financial:

- A. **Petroleum CD:** Ralph moved to pay unpaid PCCD bills; Brenda Seconded. Motion passed. Ralph moved to transfer \$2,500 into the CD savings account; Brenda seconded. Motion passed.

Brenda moved to start the new payroll formula for Holiday pay to start January 1, 2023; Ralph seconded. Motion passed.

- B. **Missouri River CD Council:** Ralph moved to pay MRCDC unpaid bills; Brenda Seconded. Motion passed.

Correspondence: None.

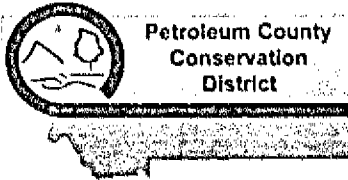
Announcements:

- A. Next Board meeting: Thursday, February 23, 2023 (ACES Office)

ADJOURNMENT: Meeting adjourned at 8:03pm.


Jay King, Chairman


Trish J. Smith, District Administrator

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Rodney Rowton – Rural Supervisor, Laura Kiehl – Treasurer & MRCDC, Nathan Descheemaeker – Supervisor,
Diane Ahlgren – Associate Supervisor, MWC & MSGOT

February 23, 2023

Call to order: Chairman Jay King called the regular meeting of the Petroleum County Conservation District to order at 5:03pm. Those present were Jay King, Brenda Brady, Ralph Corbett, Laura Kiehl and Diane Ahlgren. Others in attendance were Brent Smith, CEMIST; Reba Ahlgren, District Conservationist; Evert Brady, water user; Vince & Lana Murnion, water users; Steve Murray, water user; Katie Lund, PCCD Fiscal Manager; and Trish Smith, PCCD Administrator. Veronica Grigaltchik, DNRC and Cody Ream, MSU Extension attended virtually. Nate Descheemaeker and Rodney Rowton were absent.

Approval of Minutes: Ralph moved to approve the January 26th, 2023 regular meeting minutes as corrected; Laura seconded. Motion passed.

Guest/Public Comment: Moved the Irrigation Grant discussion from new business. Brenda stated the grant is for up to \$30K and could be used for project planning. Jay asked the water users what they thought about applying for the grant. Vince Murnion stated that they just have a rock diversion right now so would like to get something engineered for a better diversion. There are 2 diversions – one is just old wood that keeps falling apart. The water users are in favor of applying for the Irrigation Grant and will get Trish project info/history to get a rough draft of the grant put together before the next board meeting. Ralph moved for Trish to go forward with the Irrigation Grant; Laura seconded. Motion passed.

Partner Reports:

MRCDC: Laura K. gave an update on the MRCDC Quarterly Meeting. They planned on having an in person meeting in Lewistown but voted to have it virtually due to the weather. The River Rendezvous planning is underway and they planning committee is looking at ways to fund the event. The R.R. event will be June 21st with the MRCDC quarterly meeting that evening; the next day will be the CMR CWG meeting. The next CMR WG meeting will be in Lewistown March 16th in Lewistown with the topic *Grasslands Health*. Laura also gave a Fort Peck Test Flow update.

MWC: Jay gave an update on the MWC Coordinator position. They are having interviews in Roundup March 7th, 10am-2pm, and have four applicants. The CD Board is encouraged to attend if they would like to.

MSGOT: Diane stated that Therese Hartman has the figures from the CD and Evert Brady's contract is out for public comment. There has been some acreage shuffled and the acres approved will be a little less but will be covered by that fee. They might have to redo the Schultz contract.

MSU Extension: Cody Ream stated there will be a applicators class in Lewistown March 21st (recalibrations of sprayers) for 6 credits. There is also a Calving Workshop in Lewistown February 27th from 3-5pm. MSU

extension has agreed to help the CD with a Gardening Workshop this spring. They also agree to put on an applicators class this spring. The CD will need to send him a complete agenda 30 days in advance and April would be the earliest he could get it in. Brenda Murry would be willing to help. The CD will look into possible grants for the classes/workshops.

DNRC: Veronica stated to go ahead and apply for the education mini grant for the applicators class, gardening workshop and Ladies Day on the Range. They all need to be applied for separately. Currently the amount you can apply for is up to \$2000 but they are hoping to raise it to \$5000. They are meeting Monday and they might have quite a bit of funding available. At first Veronica was told they were postponing the Administrative Grant, but they decided they shouldn't so it will be opened up on March 1st for applications. It will be the same application as last year. She suggested to work on the Administrative Grant at our March CD board meeting. Veronica discussed the changes in CD insurance since MACO will no longer be providing insurance.

NRCS: Reba stated that they attended the Soil Health Symposium in Billings early February; approximately 420 attendees. The Soil Health Symposium is debating on keeping it to 2 long days in Billings or going back to spreading it over an entire week across the state, and people can attend a smaller one-day workshop closest to them. There was a statewide All Employees Meeting in Great Falls mid-February. NRCS is accepting applications for EQIP, CSP and ACEP – the funding for this cycle comes through the Inflation Reduction Act (IRA) and supports agriculture and forest landowners participating in voluntary conservation programs implementing climate-smart practices. The application deadline for this funding cycle is March 17, 2023. There was a RCPP bundling meeting with NRCS and other partners on Feb 1st. Ranking deadlines are now March 3rd and March 10th. Due to the IRA money coming in and workload, NRCS is hiring a clerk/administrative position for most NRCS work units. It was advertised and closed February 6th. The position will probably be based in Stanford or Lewistown, but they will come over to Winnett and help periodically.

Pheasants Forever: No Report.

Winnett ACES: Brenda mentioned that the Succession Stories event was postponed until sometime in March. They also had a Calving Workshop February 20th, put on by Rebecca Woodford, at the PCCC in Winnett; had around 20 attendees. Jay mentioned that Laura Nowlin had asked if Trish could attend the Conservation Committee meetings or have a designated board member. Between Trish, Laura and Brenda there will be representation.

CEMIST: The CEMIST DNRC Amendment was approved and signed by Jay King on February 16th. Trish will be submitting the request for reimbursement. CEMIST monthly meeting will be next week, February 27th. Winter fair was attended by Brent and Trish volunteered her time to help staff the CEMIST booth. Attendance was down due to the weather. CEMIST staffed a booth at the MATE show in Billings also. On April 25 1-3 in Stanford, CEMIST will be hosting an Eastern Heath Snail public information meeting. Late spring/early summer Feral pig info tour on the highline. June 8th Miles City – AIS monitoring training for Administrators and other FWP partners. Later in June there will also be an AIS monitoring training in Harlowton or Two Dot for the public.

BLM: No Report.

Supervisor Reports:

Brenda Brady: Brenda visited with Clay Barnett and he seemed interested in the Urban Supervisor Board position. She will inquire with him again.

Laura Kiehl: No Report.

Ralph Corbett: Talked to George Cave and Ralph invited him to the PCCD Board meeting but he was having surgery and couldn't attend.

Jay King: Kalin Hoge doesn't have the no-till drill in his shop yet but will soon, when the weather is nicer. Jay also asked Kalin if he would consider being on the CD Board and he might be interested.

Diane Ahlgren: Spent the last two days interviewing interns. They had 13 applications; one applicant is from Harvard doing agricultural history. Stacy Barta has funding for four applicants but she is short on host families. If anyone knows of anyone that would be interested in hosting an intern for two week should let Diane or Stacy know by the first week of March.

Rodney Rowton: No Report.

Nate Descheemaeker: No Report.

Old Business:

- A. **Annual Work Plan:** Ralph moved to approve the annual work plan; Brenda seconded. Motion passed.
- B. **CD Handbook Changes:** Looked over the Holiday Pay verbiage changes in the CD handbook from Katie. Ralph moved to make changes to the holiday section in the CD handbook on how holiday pay is allotted; Brenda seconded. Motion passed.
- C. **Workshops (Applicators Class & Gardening/MSU Extension):** Discussed in the MSU extension update.
- D. **310 Updates:** All looked over the new 310 applications. There were two Midrivers and one for Tim and Sarah Browning. Ralph moved to accept the Midrivers 310 applications but no actions need to be taken since they are non-perineal streams; Laura seconded. Motion passed. Brenda moved to approve the Browning 310 application upon receipt of Garfield County's signed and approved signature page; Laura seconded. Motion passed.
- E. **CEMIST DNRC Grant Amendment:** Jay King signed the CEMIST amendment on February 16th and the invoice was signed during the CEMIST update.

New Business:

- A. **Irrigation Grant (McDonald Creek Diversion Project):** Discussed prior in the meeting during public comment. Trish was asked to have a rough draft for the Irrigation Grant application by the next March Board meeting.
- B. **NRCS MOU:** Reba went over the NRCS MOU.
- C. **Civil Rights Checklist:** Reba went over the Civil Rights Checklist and it was signed. Ralph moved to approve the NRCS MOU and Civil Rights Checklist; Laura seconded. Motion passed.

- D. **Rolling Rivers Trailer:** Trish passed around the Rolling Rivers Trailer paperwork for review. Trish will visit with Lance Olson (PCCC) about a Kid's Day with the Rolling Rivers Trailer and other educational stations.
- E. **2023 CD Funding Survey:** This was discussed and a rough draft put together in the prior meeting. Trish will get it to Katie to fill in the questions that she needs to provide numbers for.
- F. **NRCS temporary use of PCCD Internet:** Brenda moved to allow the NRCS to use the PCCD Internet; Ralph seconded. Motion passed.
- G. **Zoom Membership for CEMIST/PCCD:** Ralph moved to get a zoom account for CEMIST/PCCD; Brenda seconded. Motion passed.
- H. **CEMIST additional hours for Administrator:** Ralph moved to table this topic to Old Business at the next board meeting; Laura seconded. Motion passed.

Administrative:

- A. **Grant Updates:** Trish stated that she needs help to get the grant info sheets updated and Katie mentioned that Laura will be coming in sometime to help Katie and Laura get all the grant reports/files organized and caught up and up to date for going forward.
- B. **District Updates:** The Board went over the administrator monthly update sheet. Jay asked about the Area 1 meeting and Trish stated it would be held at the Community Center on September 27th. Planning is still taking place for the meeting and Trish will be visiting with Becca once her time frees up from Legislative Session activities about what the MACD is wanting at the meeting. Jay mentioned that the board would like Trish to prioritize grants and meeting minutes. Brenda and Laura stated that the meeting minutes can be shortened into "brief discussion" and motions, not every detail.

Financial:

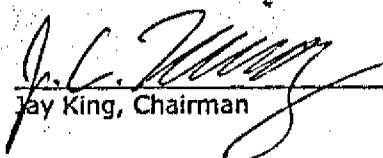
- A. **Petroleum CD:** Ralph moved to remove Carrie Hess and add Katherine Lund (Katie Lund) as a signer to all the Garfield County Bank accounts; Brenda seconded. Ralph moved to remove Nate Descheemacker as a signer to all the Garfield County Bank accounts; Brenda seconded. Motion passed. Ralph moved to pay PCCD unpaid bills; Laura seconded. Motion passed.
- B. **Missouri River CD Council:** Ralph moved to pay MRCDC unpaid bills; Brenda Seconded. Motion passed.

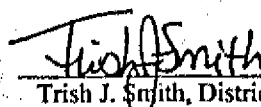
Correspondence: Brenda moved to sign the stream gaging agreement; Laura seconded. Motion passed.

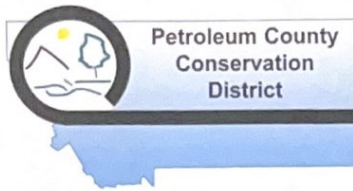
Announcements:

- A. Next Board meeting: Thursday, March 30, 2023 (ACES Office)

ADJOURNMENT: Meeting adjourned at 8:13pm.


Jay King, Chairman


Trish J. Smith, District Administrator



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Rodney Rowton – Rural Supervisor, **Laura Kiehl** – Treasurer & MRCDC, **Nathan Descheemaeker** – Supervisor,
Diane Ahlgren – Associate Supervisor, MWC & MSGOT

March 30, 2023

Call to order: Chairman Jay King called the regular meeting of the Petroleum County Conservation District to order at 5:01pm. Those present were Jay King, Brenda Brady, Ralph Corbett and Laura Kiehl. Others in attendance were Butch Arthur, Urban Supervisor Elect, Brent Smith, CEMIST; Laura Nowlin, ACES Operations Coordinator; Katie Lund, PCCD Fiscal Manager; and Trish Smith, PCCD Administrator. Veronica Grigaltchik, DNRC; Molly Masters, MRCDC Coordinator; Bruce Reid, BLM Forester; and Katie Decker, BLM Rangeland Management Specialist, attended virtually. Nate Descheemaeker, Diane Ahlgren and Rodney Rowton were absent.

Approval of Minutes: Ralph moved to approve the February 23rd, 2023 regular meeting minutes; Laura seconded. Motion passed.

Guest/Public Comment: Moved the Fire Mitigation discussion from Old Business. Forester Bruce Reid, from Lewistown, discussed his upcoming schedule and stated he should be able to get the Fuels Mitigation program going again in Petroleum County sometime this summer. He is already committed to many projects in Fergus and Musselshell County. Trish stated there hasn't been anything done since 2018. Bruce will be back to Montana mid-April and will be starting with site visits the last week of April. May will be his catch-up time for Musselshell Co. appointments. He will touch base with Trish once he is settled and they will plan an in-person meeting. Trish will touch base with Wendy Jones about the Fire Mitigation Meeting she is having in May, and plan to attend to get a better idea/info of the program.

Partner Reports:

MRCDC: Molly reported that they are working through their budget and workplan to reapply for the DNRC grant which expires June 30th. Planning River Rendezvous with the CMR CWG meeting June 21-22. Registrations will be out in a week. Molly asked the CD Board about Workman's Comp. – where is it being paid from and does the insurance cover just the vehicle or also the home office. It was suggested that she get with Katie Lund to figure out. There was discussion about the PCCD getting a BSWS Corps member and sharing them with the MRCDC. Molly stated that a BSWS member could do more media and outreach with other districts, help with the CMR CWG and Woody Invasive Species Task Force. Housing and office space is still a challenge. Need to apply for a BSWS member in September.

MWC: Laura N. stated the new MWC Coordinator hire needs to be approved. It will be discussed in New Business. The next MWC meeting is April 11th; Michael Downey, DNRC Water Planner, will be discussing the new state drought plan.

MSGOT: Brenda moved to update the Schultz lease to 16 admin hours/year instead of 20, and we will use the same calculation as before to get a new number; Ralph seconded. Motion passed.

MSU Extension: No report.

DNRC: Veronica introduced herself to Butch Arthur. Administration grants are due April 28th, same as last year. Need to update the budget worksheet and get the mill levy signed at the board meeting prior, upload in Submittable. Trish was successful in getting the 2023 Workshop Education Grant. There were 8 grants that came in the last project grant cycle, several over \$10K. Next grant cycle is this fall. April 15th quarterly grant reports are due. Been going over CD surveys. The top 3 Priorities were: Personnel: wages, benefits, hours; Programs: soil health, drought resilience, pollinators; and Education & Outreach: youth and marketing.

NRCS: No report.

Pheasants Forever: Taking applications until April 5th, when they would be reviewing them at the ACES Conservation Committee meeting. After that, they will take applications for the next round.

Winnett ACES: Laura N. stated there is an All-ACES meeting April 5th at 6pm; ACES Board meeting prior at 5pm. Abby Majerus will be discussing the Food and Agriculture Development Center, pollinator study by the USGS at the All-ACES meeting. Sonja Anderson will also be discussing elk numbers and hunting permits for HD 410. Conservation Committee meeting will be April 5th at 1pm. The Succession Stories event had 57 attendees and good positive feedback. Kendall is planning soil health events this summer starting the last Tue in May.

CEMIST: Brent stated the CEMIST Quarterly meeting is April 19th, Eastern Heath Snail presentation is April 25th in Stanford, 1-3pm and there is an AIS monitoring class June 13th in Miles City for CD Administrators.

BLM: Katie Decker stated they are having a Prairie Restoration Workshop and Field Day (w/ the National Wildlife Federation & Montana Wildlife Federation) May 6th from 9am-4pm in Winifred. Classroom time in the AM for intros from organizations/agencies about programs for landowners and in the afternoon will go out to see BLM work that has been done at Rose Creek (LTPRB stream restoration). Gave an update for the two projects in Petroleum County; Tin Can Mastication project has been put on hold and work will continue after July 1, and the Crooked Creek Prescribed Fire project is looking to implement the 3,800-acre prescribed fire to reduce ladder fuels and conifer density – prep to start in April/May. Jay asked if the BLM has any record or surveys to show how many people come on to BLM land in Petroleum County in a year as compared to Fergus and other counties. Katie stated that they do not collect that info, just info from camp grounds.

Supervisor Reports:

Brenda Brady: No report.

Laura Kiehl: Molly and Laura met with the NRCS/DNRC/MACD March 9th in Helena (Core partners) and discussed different project ideas. Suggested that these groups help administrators with the grant work.

Ralph Corbett: Picked up the saw blade from the CD. He will start getting clips made up for the CD sometime this spring when it warms up.

Jay King: The HB321 was passed through appropriations. HB321 details were discussed. HB295 (Nepotism Bill) passed all the way to the senate.

Diane Ahlgren: No report.

Rodney Rowton: No report.

Nate Descheemaeker: No report.

Old Business:

- A. **Fire Mitigation Program:** Discussed prior in Public Comment.
- B. **Long-Range Plan:** Will meet at 4:30 before the next meeting to go over.
- C. **Workshops (Applicators Class & Gardening W.S.) & Grant Update:** Trish stated that we were awarded \$2425 for the Petroleum Co CD Spring 2023 Educational Program Grant that she applied for in March. The Gardening Workshop is May 4th, 1-3pm and the Applicators Class is May 4th, 3-5pm.
- D. **Ladies Day on the Range:** Trish went over the LDOTR event. Those putting on presentations include several Rancher Ladies, Rebecca Woodford and Kendall Wojcik. Topics include animal nutrition, Range/Science & Plant Health, etc. It is scheduled for June 5th.
- E. **310 Updates:** Still need the Supervisor Decision cover sheet from Garfield County signed by their board. The Browning 310 was tabled until the next meeting. Ralph moved to approve the Nowlin 310 application; Laura K. seconded. Motion passed.
- F. **Irrigators Grant Update:** Trish started preliminary entry (all that she can do on her end) and waiting for water users for project and history information to get the application finished.
- G. **CEMIST – Admin additional hours:** Ralph moved to approve additional hours for the administrator through CEMIST not to exceed \$7500 by September 2024; Brenda seconded. Motion passed.
- H. **Rollings Rivers Trailer:** Trish stated she is working on a date in July that works for both the CD and Lance with the summer Youth Group program. July is the soonest that the RR trailer is available. That day will also include other informational stations from NRCS, BLM, FWP, CEMIST, etc.

New Business:

- A. **CD Insurance:** Katie talked to Scot Scolberg from Lewistown insurance. He sent in all the paperwork to the company but can't quote until 90 days prior to expiration; expires in July. Hoping to have a quote before the admin. grant is due. Chris from Rocky Mtn Insurance has all our paperwork and will hopefully have two different options. Veronica mentioned it will probably be double of what we have had before.
- B. **Urban Supervisor Appointment (Butch Arthur):** Trish will need to get minutes from the Town of Winnett. Will vote to approve Butch at the next meeting.
- C. **Administrative Grant/TA Grant:** Katie said she is waiting to finalize figures after the end of

this month and after the reimbursement comes in to see where we are at. She will send out the spreadsheet to review to be finalized at the next meeting, and Trish and Katie will be working on getting it submitted April 28th on Submittable. Trish will talk to Meg about if we should be applying for another TA grant in September. Brenda & Katie mentioned giving Loyd Bantz a raise.

- D. Legislative Bills Letter of Support – General Board approval:** Jay discussed having a general approval for all letters of support on legislative bills that the board approves of in future legislations. Laura moved to allow the administrator to send out letters of support requested by MACD, that the board has already preapproved for specific bills, without board approval each time; Ralph seconded. Motion passed.
- E. Tree Orders(s):** Trish stated that there was only one tree order and they ended up deciding to not go through the CD when it came time to discuss delivery and pickup and had it shipped directly to Billings where they are located. Jay discussed the possibility of the CD purchasing and selling individual trees in the future.
- F. Area 1 Meeting/PCCC reservation & down payment:** Brenda moved to pay the downpayments for workshops and meetings at the PCCC; Ralph seconded. Motion passed.
- G. USGS Biologist crew – PCCD WIFI use April-July:** There were questions on their usage such as would they need to be using it in the building or just outside the building, what all they would be using the internet for (downloading large files, or just emails- general use) and how often. The CD doesn't have unlimited data. Trish will send on the board's questions.
- H. Approval of recommendation (MWC Board) MWC Coordinator:** Ralph moved to recommend to hire Allison Martin to be the project Coordinator for MWC; Brenda seconded. Motion passed.
- I. Closed Session - CD Schedule:** Moved to the item number XIII in the agenda since it is a closed session with the Board and Administrator. Ralph moved to approve the telework agreement; Brenda seconded. Motion passed.

Administrative:

- A. Grant Updates:** The Board looked over the updated Grant Summary sheet. Laura stated that the WMG will be closed out before Allison Martin starts her MWC Coordinator position. There was discussion about the CIP Petrolia Grant. Trish will call Lindsay Volpe to see if we need to be requesting a final invoice.
- B. District Updates:** The Board went over the administrator monthly update sheet. Finally able to get back into the suspended NRCS computer with Reba Ahlgren's help; since unlocked Trish was able to set up an appointment for starting the process to get her government LincPass. There was discussion on options for putting together a more user friendly PCCD website for the administrator/others. Trish will ask Eric Ranstad if he is able to do updates on a different program than WordPress (through MACD) if he was given the username/password (in the event Trish is unable to), and will bring the cost of getting a domain for a new website to the next board meeting.
- C. Telework Agreement:** Moved to the item number XIII in the agenda since it is a closed

session with the Board and Administrator.

Financial:

- A. **Petroleum CD:** Katie stated that QuickBooks is requiring an upgrade every year. She needs to upgrade before May 31 (2023 version) and it is \$549 annually. The cost can be split between the CD and her other clients. Ralph moved to approve Katie purchasing QuickBooks and sharing the cost between clients; Laura seconded. Motion passed.

Ralph moved to pay PCCD unpaid bills; Laura seconded. Motion passed.

- B. **Missouri River CD Council:** Ralph moved to pay MRCDC unpaid bills; Brenda Seconded. Motion passed.

Correspondence: None.

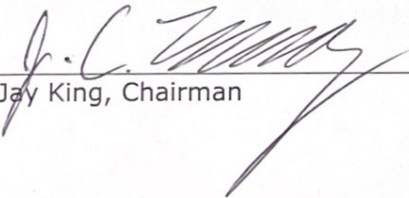
Announcements:

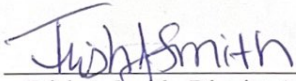
- A. Next Board meeting: Thursday, April 27, 2023. 4:30 Long Range Plan, then regular meeting at 5pm. (Location to be determined)

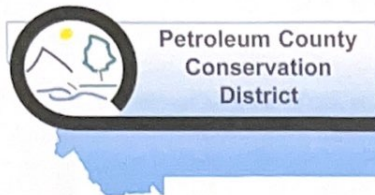
EXECUTIVE SESSION (Closed Session):

- A. **CD Schedule:** An updated CD office schedule was discussed.

ADJOURNMENT: Meeting adjourned at 8:34pm.


Jay King, Chairman


Trish J. Smith, District Administrator



Petroleum County Conservation District

P.O. Box 118, Winnett, MT 59087-0118

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Local Common Sense Conservation

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Jay King – *Chairman*, **Brenda Brady**, *Vice-Chairman & MSCA*, **Laura Kiehl** – *Treasurer & MRCDC*, **Ralph Corbett** – *Urban Supervisor*, **Rodney Rowton** – *Rural Supervisor*, **Butch Arthur** – *Urban Supervisor*, **Nathan Descheemaeker** – *Supervisor*, **Diane Ahlgren** – *Associate Supervisor, MWC & MSGOT*

April 27, 2023

Call to order: Chairman Jay King called the regular meeting of the Petroleum County Conservation District to order at 5:01pm. Those present were Jay King, Brenda Brady, Rodney Rowton, Ralph Corbett, Laura Kiehl, Nate Descheemaeker & Diane Ahlgren. Others in attendance were Butch Arthur, Urban Supervisor Elect; Kalin Hoge; Brent Smith, CEMIST; Katie Lund, PCCD Fiscal Manager; and Trish Smith, PCCD Administrator. Veronica Grigaltchik, DNRC; Cody Reim, MSU Extension; Steve Wanderaas, CEMIST Co-Chair; Allison Martin, MWC Coordinator; and Chris Hindoen, Rocky Mtn. Insurance, attended virtually.

Approval of Minutes: Ralph Corbett moved to approve the March 30, 2023 regular meeting minutes; Brenda Brady seconded. Motion passed.

Guest/Public Comment: None.

Partner Reports:

MRCDC: Laura Kiehl discussed the last MRCDC Executive Committee meeting. There was an Annual Operating Plan meeting for Fort Peck operations; the tribe attended as well and voiced their concerns. The MRCDC is working on their annual budget and the River Rendezvous/CMR CWG event is underway for June 21/22 in Jordan.

MWC: Allison Martin, new MWC Coordinator, introduced herself. She is getting a grasp on all the projects, grants, etc. for the job. Went to Helena for the Montana Watershed Coordination Council annual meeting with Bill Milton, Laura Nowlin and Diane Ahlgren. Ralph Corbett moved to accept Laura Nowlin's letter of resignation as the MWC Coordinator; Rodney Rowton seconded. Motion passed.

MSGOT: Trish Smith mentioned that the range monitoring with MSGOT has been moved to May 30th & 31st.

MSU Extension: Cody Reim gave an update on the applicators class and gardening workshop next week.

DNRC: Veronica Grigaltchik stated their fiscal year end is coming up and reimbursement requests for grants need to be sent to them asap this month. The Education Grant is closing May 1st but CDs can still apply after May 1st for fall events. They extended the Administration grant deadline till the end of May. The District Development grant for Loyd Bantz is ending soon and she suggested including Loyd in the Administration grant as an employee. She suggested to send in the No-Till agreement for legal review. There is a Meet and greet May 23rd in Glendive and might be another one June 28th in Lewistown.

NRCS: Trish gave the NRCS update that Reba Ahlgren emailed. Currently have 2 Forestry (timber thinning) TIP contracts pre-approved and 1 Sage Grouse Initiative contract pre-approved. We are working on putting together all of the contract documents and getting them obligated soon. Emily Webster, Summer Intern started in the Lewistown Office this week.

Pheasants Forever: No report.

Winnett ACES: Brenda Brady stated that Winnett ACES is fiscally sponsoring the Sweet Pea Daycare so they can have the non-profit benefits. Kelby will be the Director. In 6 months, they will have a review to see if ACES will continue or they will become their own 501c3 group. ACES Conservation Committee met April 5th and approved a number of projects. CEC/55 Building will be having summer jam sessions the 1st Saturday of every month starting June 3rd. Kevin and Lindsey Flint organizing the jam sessions.

CEMIST: Brent Smith stated that the CEMIST Quarterly meeting was on April 19th; partners updates and 20 partners attended. The EHS Public Meeting in Stanford April 25th: 45 attendees and MISC will be developing an EHS Webinar soon CEMIST Monthly Check in meeting yesterday: Update: Laura Nowlin is stepping down as chair. Steve T. and Steve W. are co-chairs now. CEMIST will be supporting the MRCDC River Rendezvous with Weed Books for swag. CEMIST website update: Trish has the basics/skeleton completed and the group will go forward. To date there have been 11 mussel fouled boats stopped coming into the state. Wibaux has had a couple. Upcoming meetings/events: AIS Monitoring class Miles City, June (focus on CD Admin), Feral Pig High line tour is pushed to the fall, Woody Invasive Working Group (May 11th) in Billings (Trish, Brent, Steve T are attending) Is there board interest in the PCCD BOD visiting the flowing wells watercraft inspection station this summer? Shows support for our neighbor CD and the staff plus its educational.

BLM: Trish gave the BLM update that Katie Decker emailed. Two main points are the Proposed Public Land Rule and the Crooked Creek Unit F prescribed burn. They are still learning about this proposed rule and have many questions, so will try and disseminate information as learn more. Crooked Creek Unit F Prescribed Burn (3,800 acres) – If conditions warrant Northcentral Montana District (NCMD) Fire Management is looking to implement the 3,800-acre Crooked Creek Unit F prescribed fire. Objectives are to reduce ladder fuels and conifer density. Crews will be out starting next week to prep for possible implementation sometime in May. BLM has been coordinating with private landowners, grazing permittees, Chain Buttes Cooperative State Grazing District and County Commissioners. All feedback received at this time has been supportive of implementing the prescribed burn.

Supervisor Reports:

Brenda Brady: No report.

Laura Kiehl: Try to get trees transplanted this year at the rodeo grounds. Found grasshoppers while fencing. Saw a great Egret bird.

Ralph Corbett: No report.

Jay King: Asked Kalin if he would be interested in a PCCD Associate Board position. HB295 was passed through legislation.

Diane Ahlgren: Went to Helena for the Montana Watershed Coordination Council annual meeting with Bill Milton, Laura Nowlin and Allison Martin. Laura Nowlin received an award and Bill presented. Diane will try and go to the MSGOT range monitoring the end of May.

Rodney Rowton: No report.

Nate Descheemaeker: BLM has issued a proposal of the implementation regulations for land use planning. Added a whole new set of regulations and it is not good news. Grazing revision happening right now that the department of Interior is developing. Comments are due June 20th. The Grass Commission signed an MOU and are cooperating with the NW states. Jay asked if Nate had done his Oath of Office yet and Nate said he will go to the courthouse to get it done.

Old Business:

- A. **Urban Supervisor Appointment (Butch Arthur):** The consensus of the board was to accept the Town of Winnett's appointment of Butch Arthur to the PCCD Board.
- B. **CD Insurance:** Chris Hindoen, Rocky Mountain Insurance, went over different insurance plan options for the Petroleum County Conservation District. Ralph Corbett moved to insure the No-Till Drill with our insurance if Katie finds out it is not insured; Brenda Brady seconded. Motion Passed.
- C. **Fire Mitigation Program:** Trish will be attending the Fire Mitigation meeting May 11th in Roundup after the YRCDC Meeting (Woody Invasive Working Group/CEMIST discussion) in Billings.
- D. **Irrigators Grant:** Laura Kiehl stated that Hertha Lund is looking into the irrigators forming an LLC first before they go forward. Jay King explained that this grant and its projects to Butch and Kalin. Trish will ask Munnions how things are going.
- E. **CEMIST – Program Manager raise:** Steve Wanderaas, CEMIST Co-Chair, recommended (from hire letter) a \$24 raise for the CEMIST Program Manager, Brent Smith, retroactive from three months of his date of hire. Brenda Brady moved to approve the CEMIST Executive Committee's recommendation to

increase Brent's pay to \$24/hr. in the timeline recommended; Ralph Corbett seconded. Rodney Rowton abstained. Motion passed.

F. **Technical Assistant Position Planning:** Katie Lund discussed the current grant for Loyd Bantz's time and that travel can be rolled over to his time. Ralph Corbett moved to give Loyd Bantz a raise to \$22 per hour starting May 1st; Brenda Brady seconded. Motion passed. There was also discussion about the CD applying for another NACD grant in September.

G. **Administrative Grant:** Katie Lund went over the administrative grant budget. There was discussion about future workshop needs. Rodney Rowton moved to give Laura Nowlin a \$5000 net bonus, approximately \$5500 gross; Laura Kiehl seconded. Motion passed. There was discussion about adding Loyd's wage into the administrative grant and if approved, can use the NACD grant funds elsewhere. Insurance was discussed, and a \$500 stipend was added to the draft budget to help employees get their own insurance. Ralph Corbett moved to approve the administrative budget; Laura Kiehl seconded. Motion passed. Laura Kiehl moved to approve the application for the administrative grant request in the amount of \$78,407; Rodney Rowton seconded. Motion passed.

New Business:

A. **310 Updates:** Ralph Corbett moved to approve the Ahlgren/Hobbs 310 application; Rodney Rowton seconded. Motion passed. Laura Kiehl moved to approve the Nowlin 310 permit; Rodney Rowton seconded. Brenda abstained. Motion passed. Ralph moved to approve the Solf 310 application upon the receipt of additional documents needed; Brenda seconded. Motion passed. The board signed the project board decision signature page for the Browning 310 permit since they received the Garfield Board decision signature page.

B. **No-Till Drill Rental Agreement Paperwork:** There was discussion on putting together a new format for the No-Till Drill rental agreement paperwork. The Garfield County CD's rental agreement was used as a template. Trish typed up the new updated rental agreement for the 750 Series John Deere No-Till Drill during the meeting and the board approved it to be used for now. A committee was set up to update the No-Till drill rental agreement further once the spring renters had finished using it. The committee consists of Jay King, Rodney Rowton, Butch Arthur and Trish Smith.

C. **Consider new CD website:** Tabled until the next board meeting.

D. **Legislative Letter to Representatives/Senators:** It was decided that it is not an issue at this point until we hear something new with the legislative session regarding the HB321.

Administrative:

A. Grant Updates: The Board looked over the updated Grant Summary sheet.

B. District Updates: The Board went over the administrator monthly update sheet.

1. Annual Kid's Day/RR Trailer – Trish stated that the event would be at the PCCC July 19th and would have the Rolling Rivers trailer and other educational tables/stations with BLM, NRCS, ACES, and CEMIST. There was discussion on the travel costs to pick up and return the Rolling Rivers trailer in Sidney and was decided to wait and see if drop off arrangements from other CDs using it can be made – or getting another CD to meet ½ way to save on costs.

2. Poster Contest: Decided to skip the poster contest this year due to timing being due June 15th and the school unable to participate.

3. Area 1 Meeting: Trish discussed that we need to decide if we want to add a CD field trip, training or entertainment to the MACD Area 1 agenda. Will have more discussion later.

4. Schedule employee annual review: Trish will email the board options for scheduling her annual review meeting.

Trish asked about attending the May 11th Billings Woody Invasive Working Group/CEMIST/YRCDC meeting before heading to the Fire Mitigation meeting in Roundup. There were no issues.

Financial:

A. Petroleum CD: Ralph Corbett moved to pay PCCD unpaid bills; Rodney Rowton seconded. Motion passed. Katie discussed the Agassiz order issue with Garfield County not having a credit card, so the PCCD was billed. Discussed needing to stop a check payment that was lost in the mail, and resend a check to Karin Boyd with Geomorphology.

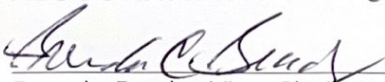
B. Missouri River CD Council: Ralph Corbett moved to pay MRCDC unpaid bills; Brenda Brady Seconded. Motion passed.

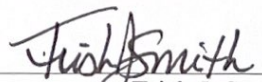
Correspondence: Folder of recent correspondence was brought for board to look over.

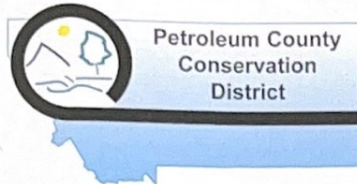
Announcements:

A. Next Board meeting: Thursday, May 25, 2023, PCCD Office

ADJOURNMENT: Meeting adjourned at 8:56pm.


Brenda Brady, Vice-Chairman
Administrator


Trish J. Smith, District



Petroleum County Conservation District

P.O. Box 118, Winnett, MT 59087-0118

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Jay King – Chairman, **Brenda Brady**, Vice-Chairman & MSCA, **Laura Kiehl** – Treasurer & MRCDC, **Ralph Corbett** – Urban Supervisor, **Rodney Rowton** – Rural Supervisor, **Butch Arthur** – Urban Supervisor, **Nathan Descheemaeker** – Supervisor, **Diane Ahlgren** – Associate Supervisor, MWC & MSGOT

May 25, 2023

Call to order: Vice Chair Brenda Brady called the regular meeting of the Petroleum County Conservation District to order at 5:02pm. Those present were Brenda Brady, Ralph Corbett and Laura Kiehl. Others in attendance were Butch Arthur, Urban Supervisor Elect; Katie Decker, BLM Supervisory Rangeland Management Specialist; Brent Smith, CEMIST; Allison Martin, MWC Coordinator; Reba Ahlgren, NRCS District Conservationist, and Trish Smith, PCCD Administrator. Jay King, Rodney Rowton, Nate Descheemaeker and Diane Ahlgren were absent.

Everyone introduced themselves. Butch Arthur and Ralph Corbett were sworn in as Urban Supervisors after roll call by Krista Rowton, Deputy Clerk & Recorder. Due to Butch being sworn in prior to business items, the board had a full quorum to finish the meeting.

Approval of Minutes: Ralph Corbett moved to approve the April 27, 2023 regular meeting minutes with amendments; Laura Kiehl seconded. Motion passed.

Guest/Public Comment: None.

Partner Reports:

MRCDC: Laura Kiehl discussed the last MRCDC Executive Committee meeting. The Council discussed the BLM Public Lands Rule for conservation leases and the MRCDC comment letter that they need to get sent by June 20th. There was no conclusion for the letter so they are meeting again next week to discuss and finalize it. Getting ready for the River Rendezvous June 21st event; had to have a special meeting on that since Pat Gilbert is unable to attend – so rethinking the event agenda. Trish has gathered many door prizes for the event. If anyone wants to register, they can do so on EventBrite.

MWC: Allison Martin stated she is still becoming familiar with her job duties in her new position as the MWC Coordinator including projects, grants, etc. She was able to get a grant in the amount of \$4000 for LTPBR (Low Tech Process Based Restoration) projects. The next MWC meeting will be in Roundup, June 13th, at noon. There will be Salinity monitoring being done every two weeks. Finished all the Geomorphology Workshops with Karin Boyd.

MSGOT: Trish Smith mentioned that the range monitoring with MSGOT has been moved again and will now be June 6th and 7th. Diane will be coming along and Brenda stated that she can come along for part of it as well.

MSU Extension: Trish stated that Cody sent out an informational email regarding the black grass bug issue. There was discussion on how this bug has been already affecting land near roadways between Winnett and Mosby.

DNRC: Nothing to report; her monthly updates sheet is in the packet.

NRCS: Reba Ahlgren stated that they have two additional Sage Grouse Initiative applications preapproved for a total of three projects funded. They also have two Forestry TIPS (Targeted Implementation Plan) projects that are preapproved for funding. The office is working on developing contract documents for those projects and should have them obligated by the end of June. There is a new Range Management Specialist starting soon in Lewistown, Kalten Hendrickson, and a summer intern who started in April, Emily Webster. Mike Lucas and his wife just had a baby boy in May.

Pheasants Forever: No report.

Winnett ACES: Brenda Brady stated that the 1st Jam Session at 55 Main will be June 3rd. Kendall Wojcik will be leading pasture walks the last Tue of each month talking about soil health. Reframing rural (Megan Torgerson) will be featuring ACES. Ladies Day on the Range will be June 5th. Conservation Committee will be meeting June 7th at 4pm.

CEMIST: Brent Smith stated they have a monthly meeting May 31. May 31st is the deadline for the RFP of the Woody Inv. TF Contractor to develop the plan, which will focus on best practices, mapping and Ed and outreach. Requested 75K and got 65K. HB821 was passed which was 250K specific to Musselshell, Yellowstone and Stillwater Co. for Woody Invasive Species Management; June 13 AIS Substrate Monitoring training for Admins and partners; Harlowton may be another AIS training in Aug; MT Dept of livestock still trying to fill the Assistant Veterinarian position which will also oversee the feral pig program. Working on 2023/2024 show and event schedule – Watercraft Inspection Stations in Montana have found 24 total fouled boats to date.

BLM: Katie Decker discussed the Proposed Public Land Rule and that public comments are due by June 20, or stated Pub comments due by June 20, or 15 days after the last public meeting. Lewistown office has been looking at land health. BLM, MFWP, & PF completed 103 sage-grouse lek surveys; 66% were active with an average of 18 males per lek. Leks were around 5-10% below 24-year average. Prairie restoration workshop and field day had around 30 participants; went to Afternoon went out to Rose Creek field site in the afternoon to look at BDAs, cut short due to weather. Crooked Creek unit F was implemented last week; 3800-acre treatment, 30% removal over story canopy and lower juniper. Met objectives. Brenda asked about the travel management. Katie stated not open for public comment yet; draft back from contractor 2 weeks ago. Steve Smith is coming for the PCCD Kid's Day event. Released White top mites; Ford Creek enclosure, 5 miles north of Grass Range.

Supervisor Reports:

Brenda Brady: Mentioned Ladies Day on the Range that will be June 5th; meeting at the CD at 9:30am.

Laura Kiehl: No report.

Ralph Corbett: No report.

Jay King: No report.

Diane Ahlgren: No report.

Rodney Rowton: No report.

Nate Descheemaeker: No report.

Butch Arthur: No report.

Old Business:

- A. **Fire Mitigation Program/Info Meeting:** Laura Kiehl moved to approve the hire letter for Bruce Reid; Ralph Corbett seconded. Motion passed.
- B. **Irrigation Grant:** Trish stated she reached out to Vince Murnion for an update. They are working with an engineer to get a plan. Trish will continue to reach out to get updates on progress and how things are going.
- C. **No-Till Drill Rental Agreement Paperwork Updates:** The "committee" that was going to get together to further discuss and possibly update the No-Till Drill agreement has not had a chance to do so. It was decided to keep the agreement (numbers/pricing) as was decided at the April meeting for now and will be re-visited before fall 2023 or spring 2024.
- D. **Kid's Education Day:** Trish discussed the general overview of the Kid's Ag & Conservation Education Day for ages K-6th. It will be in the afternoon at the PCCC. Several organizations/agencies (PCCD, NRCS, CEMIST, BLM and ACES) will have tables/areas set up. Hoping to get this going again as an annual event since it has been many years since the last one.
- E. **Area 1 Meeting:** Trish discussed the Area 1 Meeting planning that has happened so far (secured location & catering) and that the Board needs to think of what they want to add to the end of the agenda for the CD; area tour, training, something fun, etc. She reached out to Becca Boslough to start collaborating with MACD for the event but hasn't heard back as of yet.

New Business:

A. 310 Updates – Frank Solf & Hobbs/Ahlgren: Ralph Corbett moved to approve the Hobbs/Ahlgren permit; Butch seconded. Motion passed. Ralph moved to approve the Frank Solf application, with a 10-year maintenance plan; Laura seconded. Motion passed. It was discussed that the King BDA project does not need an application, since

not on a stream that needs permitting.

B. Urban Supervisors Oath of Office: moved to after roll call to have a quorum.

C. Consider new CD website: Tabled until the next board meeting.

A. August SET Admin Training in Fort Peck: Ralph moved to allow Trish to go to the SET training; Brenda seconded. Motion passed.

D. MRCDC's Sub-Grant/SSA agreement with MACD – Ralph moved to approve the MRCDC's sub-grant/SSA agreement with MACD; Laura seconded. Motion passed.

E. BLM Public Lands Rule Comment Letter - Laura moved to go forward with a letter using Montana Stockgrowers suggested format for a letter; Ralph seconded. Motion passed.

Administrative:

A. Grant & District Updates: Board reviewed the updated grant summary sheet and Trish's monthly admin report. Reviewed the Long-Range Plan and will revisit in 6 months. Looked over the Quarter 2 CD operational plan.

B. Telework Agreement: Ralph Corbett moved to approve the telework agreement; Laura Kiehl seconded. Motion passed.

Financial:

A. Petroleum CD: Brenda Brady moved to move forward with Chris @RMIS and the quote of \$7033 for the whole CD, with about \$2000 of that being MRCDC's expense; Laura Kiehl seconded. Motion passed. Ralph Corbett moved to pay PCCD unpaid bills; Butch Arthur seconded. Motion passed.

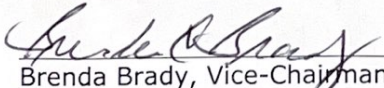
B. Missouri River CD Council: Ralph Corbett moved to pay MRCDC unpaid bills; Laura Kiehl Seconded. Motion passed.

Correspondence: Folder of recent correspondence was brought for the board to look over.

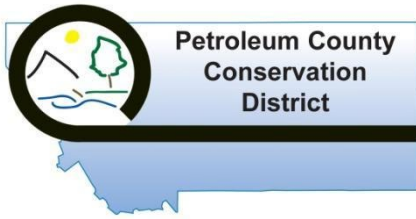
Announcements:

A. Next Board meeting: Thursday, June 29, 2023, PCCD Office

ADJOURNMENT: Meeting adjourned at 7:04 pm.


Brenda Brady, Vice-Chairman


Trish Smith, District Administrator



Petroleum County Conservation District

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June 28, 2023

Call to order: Chair Jay King called the regular meeting of the Petroleum County Conservation District to order at 5:04pm. Those present were Jay King, Brenda Brady, Ralph Corbett, Nate Descheemaeker and Rodney Rowton. Others in attendance were Brent Smith, CEMIST; Josh Hobbs, Coordinating Wildlife Biologist; Veronica Grigaltchik, DNRC CD Specialist; Kasydi Lucas, DNRC CD Specialist; Frank Solf, land owner; Molly Masters, MRCDC Coordinator (Virtual); Katie Lund, PCCD Fiscal Manager; and Trish Smith, PCCD Administrator. Laura Kiehl, Butch Arthur and Diane Ahlgren were absent.

310 Updates (Solf) was moved to the beginning of the meeting. Frank Solf discussed his project and the board looked over his 310 paperwork and the two board members that inspected his 310 proposed project (Rodney Rowton and Jay King) advised the rest of the board to approve his 310 permit. Ralph Corbett moved to approve the Frank Solf 310 permit; Rodney seconded. Motion passed.

Approval of Minutes: Ralph Corbett moved to approve the May 25, 2023 regular meeting minutes with amendments; Rodney Rowton seconded. Motion passed.

Guest/Public Comment:

Partner Reports:

MRCDC: Molly Masters stated that they had a couple of tours the week prior and they were both well attended, wrapping up financials this week with Katie and will be gone the end of July for maternity leave.

MWC: No Updates.

MSGOT: Trish stated that due to weather MSGOT hasn't been able to meet up with the three landowners with the leases, but we are scheduled to go out July 17th and 18th if MSGOT officially approves the leases at their next meeting the following day.

MSU Extension: No Updates.

DNRC: Veronica introduced Kasydi Lucas who is training to be a CD specialist. She is in Helena and will be placed in a Montana location in need of a CD specialist after she is done training.

Kasydi was also part of Stacy Barta's ranch internship program. Veronica asked the board if Petroleum County has a water reservation since CDs were granted water rights with a certain allocated amount and CDs can then authorize landowners to use these water reservations. Had another funding forum the day prior to go over survey results; she handed out sheets and went over the summary of the results. This trust will take a few years to accumulate. At the start of the new fiscal year, education grants will be open for fall projects. Veronica will have vacation leave for a couple weeks in July.

NRCS: Trish stated that Reba Ahlgren told her that they have one more SGI contract approved for a total now of six.

Pheasants Forever: Josh gave an update on the Conservation Committee. They have twelve projects, wrapping up several in the next month to six weeks. April 2024 they all need to be completed. Got the next NFWF grant – will be opening up for applications. Mid-September is the next deadline and will go over applications at the October meeting. BDA projects are going very slow due to the rain. Starting Tuesday, the youth group will be on the King ranch and the adult group will be at the Schultz ranch.

Winnett ACES: Brenda stated that there will be a Jam Session at the 55 Main Building this Saturday and they will always be the 1st Saturday of the month. The August Jam Session will also have the All-ACES Meeting with a potluck.

CEMIST: Brent stated that today CEMIST had their monthly meeting: June 13th AIS Early detection and Monitoring training was hosted by CEMIST in Miles City and there was a total of 10 attendees, there will be another AIS early detection and monitoring class in Harlowton on August 9th. Criag McLane was the instructor from MT FWP. FWP has potential funding available for CEMIST staff to do additional AIS monitoring. There may be an ask of the PCCD to support a contract between MT FWP and CEMIST/PCCD. Quarterly Meeting July 26th next month, Feral Pig presentation with Jared Beaver from MSU Extension. Request from Fergus CD for an Eastern Heath Snail in Lewistown in early December. CEMIST and MISC are negotiating a possible contract for CEMIST to coordinate 4 ISAN AIS trunk workshops. CEMIST will update PCCD with information and there may be a request for PCCD, on CEMIST's behalf, to enter into a contract with DNRC(MISC) for these workshops.

BLM: No Updates.

Supervisor Reports:

Brenda Brady: No Report.

Laura Kiehl: No report.

Ralph Corbett: Trying to get the sage grouse markers made up but weather hasn't cooperated and also been very busy.

Jay King: No Report.

Diane Ahlgren: No report.

Rodney Rowton: Funding came in for the river bank project around his house. It is currently around 200 feet away from his house; cut 75 feet closer this year.

Nate Descheemaeker: They did get comments developed for the landscape conservation rule for the Grass Commission Front and did work for the counties. Going to be working with some counties with the coal deal. The environmental impact statement will be due in the month. There is around 1.2 million acres open for lease that might be reduced to 52,000 acres. Going to be a possibility of huge reductions in coal in the Powder River basin. They have 80% of the surface coal that the BLM manages in the entire nation. Will be getting comments in on that as well.

Butch Arthur: No report.

Old Business:

- A. **Fire Mitigation Program/Info Meeting:** Trish discussed the upcoming plans for having a fuels mitigation informational meeting in September and she will let the board know the official date soon. Planning on having a supper along with the meeting; Wendy Jones will be facilitating the meeting along with Forester Bruce Reid. Applications will be handed out at the meeting and Bruce will start working with land owners this fall and next spring.
- B. **Irrigation Grant:** Trish stated that Murnions called and left a message earlier that day that they would like to drop this for now (everyone listened to their message). This is just a planning grant and will need to get another grant for the actual project work. It is best that the water users get an Irrigation Association set up. Should set up a separate meeting for all the water users and the CD to figure out everyone's thoughts and what the next plan will be, but will wait to see what funding will be like this fall since Veronica stated there will be some changes.
- C. **Area 1 Meeting:** Trish discussed the upcoming Area 1 meeting that will be October 4th at the Community Center. Decided best to just stick to the MACD agenda and if we have anything after their agenda (tour, etc.) it will just be optional for attendees in case some attendees would rather head back home after the main meeting. Trish has discussed catering with the Winnett Bar but no menu has been decided yet. Will start getting registrations the end of Aug/Early September. The Area 1 group/MACD will be having a planning meeting soon.
- D. **BLM Public Lands Rule Comment Letter Approval:** Everyone looked over the letter that Brenda put together using suggested comments that were sent by the MT Stockgrowers. Ralph moved to approve the letter with amendments; Rodney seconded. Motion passed. Trish will send the letter along with the MRCDC comment letter.

New Business:

- A. **310 Updates – Frank Self:** This was discussed at the beginning of the meeting.
- B. **Possible change to Board Meeting time:** There was discussion on moving the

meeting to Wednesday, same time. This would work better for the administrator so that she can work on meeting items the next day at the office, and not have to move them to the following week. Decided to keep the July meeting on Thursday, but will check the community calendar and with partners to see if Wednesday at 5 would work. Tabled to the next July agenda.

C. Upcoming TA Grant Cycle: Trish stated that we will need to apply for this in August, and the deadline is Mid-September. We are finishing up the 2021 TA grant and will be using the 2022 TA grant soon.

D. Future 2023 Education Programs Grant: It was decided to table this until spring.

E. Local Working Group Fall/Winter Meeting – Discussed a future Local Working Group Meeting. Decided to have it around the same time as before but looking at a new plan to get more attendees; possible different locations at area ranches.

Administrative:

A. Grant & District Updates: Went over Admin. monthly report and answered questions. Discussed the River Rendezvous/CMR CWG tours the week prior and learning to use the EZ Jects on Saltcedar. Purchased two EZ Jects through the MWC and once they are done using them the EZ Jects will be stored at the CD, and the CD can possibly use them when MWC isn't using them. Discussed the No-Till Drill rental agreement and Caitlyn Overland's suggestions, and the current status of the No-Till drill. Discussed the MCDEO Member Dues and it was decided that Trish would be the only one paid for through the CD as a member, and the other employees that are funded under other grants (MRCDC, CEMIST, MWC) can pay for this membership also, but it will be funded through their specific grant.

Financial:

A. Petroleum CD: Ralph Corbett moved to pay PCCD unpaid bills; Rodney Rowton seconded. Motion passed.

B. Missouri River CD Council: Ralph Corbett moved to pay MRCDC unpaid bills; Brenda Brady Seconded. Motion passed.

Correspondence: Folder of recent correspondence was brought for the board to look over.

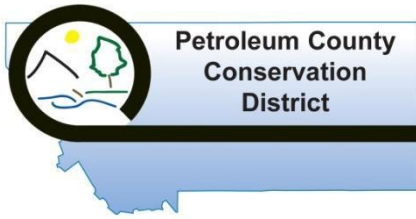
Announcements:

A. Next Board meeting: Thursday, July 27, 2023, PCCD Office

ADJOURNMENT: Meeting adjourned at 7:32 pm.

J.C. King, Chairman

Trish J. Smith, District Administrator



Petroleum County Conservation District

P.O. Box 118, Winnett, MT 59087-0118

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Local Common Sense Conservation

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Jay King – Chairman, Brenda Brady, Vice-Chairman & MSCA, Laura Kiehl –Treasurer & MRCDC, Ralph Corbett – Urban Supervisor, Rodney Rowton – Rural Supervisor, Butch Arthur – Urban Supervisor, Nathan Descheemaeker- Supervisor, Diane Ahlgren – Associate Supervisor, MWC & MSGOT

July 27, 2023

Call to order: Chair Jay King called the regular meeting of the Petroleum County Conservation District to order at 5:03pm. Those present were Jay King, Brenda Brady, Ralph Corbett, Laura Kiehl, Rodney Rowton, Nate Descheemaeker (Virtual) and Butch Arthur. Others in attendance were Brent Smith, CEMIST; Veronica Grigaltchik, DNRC CD Specialist; Joey Grewell, Congressman Rosendale Office Representative; and Trish Smith, PCCD Administrator. Diane Ahlgren was absent.

Approval of Minutes: Ralph Corbett moved to approve the June 28, 2023 regular board meeting minutes; Laura Kiehl seconded. Motion passed.

Guest/Public Comment: Joey Grewell, Rosendale Office Representative, introduced himself and stated he was just joining to listen to the meeting.

Partner Reports:

MRCDC: Trish discussed the recent MRCDC meeting; no new big updates, just regular business. Discussed the River Rendezvous and CMR CWG tours in Jordan and that Molly Masters, MRCDC Coordinator, had her baby July 10th.

MWC: No report.

MSGOT: Trish discussed the range monitoring initial site visits with MSGOT that happened July 17th and 18th on the three ranches. Diane Ahlgren was present for the Schultz site visit and Brenda Brady was present for the Nowlin site visit. The agreement drafts and site visit reports were handed out to look over. Trish will use the initial site reports as templates for the annual site reports.

MSU Extension: No report.

DNRC: Veronica stated that our CD has completed our DocuSign for our administration grant and it is now under contract. The payments have been prepared but not yet processed. They are still finalizing the budget so later this fall (if more funding comes available) will have a second round for applications or will amend agreements. Project planning pollinator grant will open September 1st; opportunity for the CD to apply through the planning portion. DNRC is moving away from the 10% admin fee because of the federal requirements coming into ARPA funding. They are wanting to have more consistency. Administrators will now submit time sheets for time worked

on administering the grant, as opposed to 10%. Need to approve projects for pollinator grant during the August or September board meetings.

NRCS: No report.

Pheasants Forever: No report.

Winnett ACES: Brenda stated that the Conservation Committee meeting is August 2nd. Funding for the Pheasants Forever position runs out early 2024 so they are working on funding planning for that position again. ACES Board meeting is August 2nd at 6pm. Having another Conservation Committee meeting at the Matador ranch August 3rd. The ACES Quarterly Meeting and Jam session will be at the 55 Main Building August 5th. Helping WWF with hosting a grassland conference August 23rd in Winnett. Last pasture walk is August 30th in Winnett; similar topics as the Ladies Day event, with Kendall Wojcik and Rebecca Woodford as presenters.

CEMIST: Brent stated CEMIST had their quarterly meeting yesterday; Jared Beaver from MSU extension presentation on feral pigs and partner updates were given. FWP inspection stations; 60,000 inspections on water craft have been completed with 34 fouled boats being found. Also, 293 water craft had vegetation attached. Senate bill 821 passed during the legislature with \$250,000 in funding for woody invasive treatment – Musselshell and Yellowstone Counties were awarded \$100K each and the City of Billings was awarded \$50,000. CEMIST has begun registering for fall and winter conventions. Aug 9 will be AIS early detection training in Harlowton for Administrators and partners. September 6 will be the Woody Invasives Working Group meeting in Lewistown no specific location or time has been given yet. The Working Group is getting funding to pay for a contractor for mapping, education and outreach, and a statewide woody invasive management plan that will include best practice methods.

BLM: No report. Katie Decker will email updates later.

Supervisor Reports:

Brenda Brady: No Report.

Laura Kiehl: Finally running water out of Petrolia.

Ralph Corbett: No report.

Jay King: Jay asked Trish to put Kalin Hoge on the email list for agendas and minutes since he might be interested in being a board supervisor.

Diane Ahlgren: No report.

Rodney Rowton: No report.

Nate Descheemaeker: No report.

Butch Arthur: No report.

Old Business:

- A. **Board Meeting change to Wednesday:** Ralph moved to change the PCCD Board Meetings to the last Wednesday of the month starting in September, at 5pm; Rodney seconded. Motion passed.
- B. **Water Users Meeting:** Discussion was had to get a meeting scheduled to discuss grant options for future headgate replacement planning and projects with the DNRC, PCCD board, water users, WWC engineering, and Orren Keihl. Trish will send out an email to get the conversation going, so a date can be set in the next couple months.
- C. **2023 TA Grant application:** Had discussion on the 2023 TA Grant application that the CD will be applying for in August. Discussed the positions that the TA Grant pays for. It pays for Loyd Bantz position and part of the Pheasants Forever (Josh Hobbs) position.

New Business:

A. **310 Updates – None at this time:** There were no 310 applications to discuss. Trish stated that someone from the Lower River Road had picked up a 310 application from the office a few weeks ago, but she hasn't received anything yet. Laura brought up the Gilly website for handling 310 applications. Trish will contact the Gilly representatives to get more details on their website.

B. **MRCDC/PCCD MOU:** The board looked over the MRCDC/PCCD MOU. Ralph moved to approve the MRCDC/PCCD MOU with amended dates; Brenda seconded. Motion Passed.

C. **DNRC 656 Grant (MRCDC) Certificate of Compliance signed:** Jay King signed the Certificate of Compliance.

D. **CEMIST – FWP Contract and MISC/DNRC Discussion:** Brent discussed the potential MISC/DNRC Contract and FWP Contract. Contract between the FWP and PCCD/CEMIST for bolstering MT FWP Early detection program in higher use areas (Lakes, boat launches, etc.). This contract would be less than \$10,000 and would be for CEMIST Staff salary, travel, and equipment cost. There should be an administrative portion as well. CEMIST executive committee will review the contract/budget. This contract would be reimbursable. MISC/DNRC contract would be for the Coordination of four workshops (2 west of the divide and 2 east of the divide) for AIS trunk training – \$38K to \$40K. The contract is for CEMIST Staff salary, equipment, professional trainer, class AIS trunks, and travel. There is no admin portion, but PCCD staff time is programmed into the staff salary line. There will be quarterly reporting and reimbursement for expenses. Katie, Trish and Brent have all visited about the logistics and financials involving the contract and there should be no issues for PCCD to carry this contract. Both potential contracts will be through CY2024. Asked board their thoughts and there was no negative feedback.

Administrative:

A. Grant & District Updates:

→Trish stated that most of July was dedicated to grant reporting for the current grants: Headgate, CEMIST, TA 2021, TA 2022, Floodplain Encroachment, Spring Ed. Program, District Development. The Spring Education Grant was submitted by the deadline, but there were several items that Veronica asked for when she returned to work, so Trish and Katie are

getting those to her; this grant will be closed out. Closing out the District Development grant as well. Submitting the new MRCDC 656 grant next week.

→ Discussed the Quonset that is about to go in the Musselshell River down the Lower River Road. Josh Hobb's sent an email to Trish and she sent an email on to Clint Smith with FWP.

→ Discussed the upcoming Kid's Ag Day event, Fuels Mitigation Meeting and Area 1 Meeting. Trish will ask Snowy Mountain Development if their funds can cover food for the Fuels Mitigation Meeting. Trish will update the flyer with a before and after photo from a fuels mitigation project. There was discussion on sending out the meeting info; was decided to post online, flyers around town and send out post cards. Discussed having Jared Beaver, from MSU extension, do his feral pigs presentation at the Area 1 meeting and an optional tour of PCCC, Courthouse and 55 Main building after the meeting. Discussed registrations for the Area 1 Meeting. Laura moved to set up a PayPal account for Area 1 registrations (pending Katie's approval); Ralph seconded. Motion passed.

→ Went over the post office form that needs to be brought in to the Post Office to add others to the CD PO Box. Trish will sign the form and drop off to the PO.

→ Brenda moved to allow Trish to use \$30 from petty cash for a charcuterie board for the SET Admin training in Fort Peck; Rodney seconded. Motion passed.

Financial:

1. Petroleum CD: Ralph moved to pay PCCD unpaid bills; Rodney Rowton seconded. Motion passed.

2. Missouri River CD Council: Ralph moved to pay MRCDC unpaid bills; Rodney seconded. Motion passed.

Correspondence: Ralph read through the MACD letter requesting a donation for the Bridger Plant Materials Center. Brenda moved to send in the \$35 donation to the Bridger Plant Materials Center; Laura seconded. Motion passed.

Announcements:

A. Next Board meeting: August 31, 2023, 5pm, PCCD Office

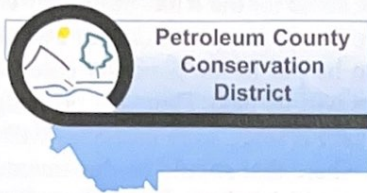
XIII. EXECUTIVE SESSION (Closed Session):

A. Admin Review approval/sign off – Minutes for the closed session will be in Trish's personnel file.

ADJOURNMENT: Meeting adjourned at 7:20 pm.

J.C. King, Chairman

Trish J. Smith, District Administrator



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August 31, 2023

Call to order: Chair Jay King called the regular meeting of the Petroleum County Conservation District to order at 1:11 pm. Those present were Jay King, Brenda Brady, Ralph Corbett, Rodney Rowton and Butch Arthur. Others in attendance were Reba Ahlgren, NRCS; and Katie Lund, PCCD Fiscal Manager. Attending virtually were Diane Ahlgren, Board Member; Brent Smith, CEMIST; Veronica Grigaltchik, DNRC CD Specialist; Joey Grewell, Congressman Rosendale Office Representative; Molly Masters, MRCDC Coordinator; and Trish Smith, PCCD Administrator. Nate Descheemaeker and Laura Kiehl was absent.

Approval of Minutes: Brenda Brady moved to approve the July 27, 2023 regular board meeting minutes; Ralph Corbett seconded. Motion passed.

Guest/Public Comment: None.

Partner Reports:

MRCDC: Molly stated that she is working part-time for the next couple weeks and will work into full-time. Quarterly MRCDC meeting is in Malta September 20th, with the CMR CWG meeting the following day. Topics for the CMR CWG meeting will be the affects on grass from grasshoppers, birds, toads and insects by Gary Adams from APHIS. Need to renew the personnel file for Molly, telework agreement and update the vehicle insurance so that Molly can take both her kids with her while traveling.

MWC: No report.

MSGOT: Diane stated that “Haywire” is shown on all the MSGOT contracts and she had other small edits. The 3-year re-evaluation is a good move. The DNRC portion (about losing the grant) needs to be reworded. The invasive weeds percentage checklist is a concern. Landowners should look through their contracts when they receive them from MSGOT and then the CD can finalize contracts and send to Caitlyn Overland to look over. Their Stakeholders group meeting for MSGOT is September 8th.

MSU Extension: No report.

DNRC: Veronica stated that the Project/Pollinator/Planning grants cycle will be opening tonight through October 15th. CDs can apply. She discussed the 10% admin fee and that there were audits done at the DNRC that caused policy changes that were not enforced but will be now. Sometimes

admin time exceeds 10%. Will use the budget tracker that is the same for the RRG program. Will keep consistency between the programs. Have planning grants to develop applications for a project grant. What was formally the District Development grant can be put in the planning category. Minimum and Maximum amounts have changed. Office hours will be next Thursday on budget tracking. Funding Forum will be in Hysham next. One of the last FF since Area meetings will be starting soon. Went over the CDA grant and Katie's time and where that should be documented; in the admin or contracted services. Molly stated that Stephani will be the point of contact for MRCDC now.

NRCS: Reba discussed the Great Falls Area Employee Meeting they attended this week; training for NRCS employees & meeting new employees. Winnett office is finishing 2023 EQIP contract obligations; one left, seven completed. ~\$1.25 million obligated/contracted for Petroleum County for FY2023. Wrapping up CRP grasslands conservation plans. Attending and helping with Kid's Ag & Conservation Education Day September 13th.

Application batching deadlines for Regional Conservation Partnership Program (RCPP) Big Game Habitat Improvement Project is October 6th, 2023. Application batching deadline for Environmental Quality Incentives Program (EQIP) & Conservation Stewardship Program (CSP) is October 27th, 2023.

Pheasants Forever: No report.

Winnett ACES: Brenda discussed the last pasture walk of the season that took place on her property; it went really well. Conservation project deadline is September 1. Potential with the NACD Climate Smart Funding for conservation type projects; CD partnership/collaboration. Last Jam Session will be Saturday, September 2 at the 55 Main building.

CEMIST: Brent stated that he gave presentations on invasive species at the Statewide Employee Training in Fort Peck. There was an Executive Council meeting yesterday and they approved the contract from the DNRC. CEMIST will be attending the Kid's Day event on September 13th.

BLM: No report.

Supervisor Reports:

Brenda Brady: No Report.

Laura Kiehl: No Report

Ralph Corbett: Mentioned the river bank erosion issue at Barbula's property by the Musselshell. Trish stated that they asked the CD to come look at it and see if they could get a 310. Trish took photos and sent to Clint Smith. Was decided it is beyond a 310 so the CD is unable to do anything. Sent on to Bill Cassell (DES) and he is working with them/FEMA to get something figured out.

Jay King: Jay discussed the Winnett ACES 5TH Annual Pasture Golf tournament; went well despite the rain. Sig did a good job – thanks to all.

Diane Ahlgren: No report.

Rodney Rowton: Laura Nowlin called and said that they are going to meet at their house on September 25th for the bank stabilization project (as well as Woodford's and Browning's) to discuss what can be done.

Nate Descheemaeker: No report.

Butch Arthur: No report.

Old Business:

A. **Water Users Meeting:** Katie stated that she discussed the meeting with most of the water users and need to just contact a couple others. It is set for September 14 from 3pm-5pm.

B. **Gilly Website for 310s:** Tabled until a future board meeting.

C. **MSGOT-CD Contracts:** Discussed in the MSGOT partner's portion.

New Business:

A. **310 Updates – Rowton/Hedman:** Went over the County 310 submitted by Ray Rowton on the Hedman property. No site visit is needed. Ralph moved to proceed and approve the Rowton/Hedman application; Rodney seconded. Motion passed.

B. **MWC Admin Contract:** Ralph moved to table this agenda item until the next meeting; Brenda seconded. Motion passed.

C. **Dell Support – Warranty Admin Computer:** Katie stated that "Technology by Design" in Billings can check out the computer and hopefully get the audio fixed without having to pay the expensive warranty for one year.

D. **MACD Education Work Group – Admin joining a team approval:** Tabled until a future board meeting.

E. **CEMIST/DNRC Grant** – Ralph moved to approve signing off on the CEMIST/DNRC grant; Butch seconded. Rodney abstained. Motion passed.

F. **MRCDC/PCCD MOU** – Skipped since discussed prior.

G. **Administrator Budget** – Ralph moved to move to a the next meeting; Rodney seconded. Motion passed.

H. **Fiscal Manager MOU** – Katie stated that it doesn't really expire until December but will discuss via email and will bring to a future meeting. Ralph moved to table until the next meeting; Brenda seconded. Motion passed.

I. **Mill Levy Valuation** – Brenda moved to approve the Mill Levy Valuation; Rodney seconded.

Motion passed.

J. FY24 Budget – Went over adjustments. There was a \$70 increase in the Mill Levy and removed additional salary and benefits.

K. Pollinator Grant – Will look into workshops and possible signage or something for kids to climb on at the PCCC.

L. A resolution to coordinate reuse of used infrastructure materials – Jay went over his resolution. Proposing that MACD would work with the state and local governments. When they are bidding a project and have this left over materials to be disposed of, they will give the list of materials to CDs that they can pass on to producers. Then the producers can pick up the left-over materials. Ralph said that the document needs to be looked at legally. Jay said that it can be brought to convention to just get the idea out there as a starting point. Ralph said to reword *Taking out chunks of concrete* and Jay stated it can be reworded as *materials used for riprap*. Ralph moved to approve the resolution as edited; Rodney seconded. Motion Passed.

Administrative: Trish discussed the fall events coming up in September and October, and that all the events are planned out for the most part. Rodney moved to set aside up to \$70 of CD money for the Fuels Mitigation Meeting; Brenda seconded. Motion passed. Discussed the Woody Invasives Working Group on September 6th in Lewistown. The board had no issue with Trish attending this meeting. Trish discussed the CD photos for the MACD Convention slideshow video and that tree orders will be opening up again this fall.

A. Grant & District Updates:

Financial:

Katie suggested that we need to do an audit again since been a couple years (Prior to Katie taking over as the fiscal manager). Discussed doing a biannual savings transfer-\$2500 every 6 months. Ralph moved to do a biannual savings transfer of \$2500 to savings; Brenda seconded. Motion passed. Katie stated that we have not been charging workman's compensation to any of the other grants (CEMIST/MWC) for Allison and Brent's positions; just been coming out of the CD. Something that needs to be added. Ralph moved to approve adding to the wage log workman's compensation; Rodney seconded. Motion passed.

1. Petroleum CD: Ralph moved to pay PCCD unpaid bills; Rodney Rowton seconded. Motion passed.

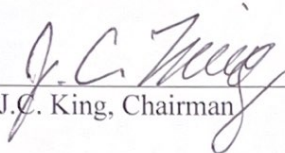
2. Missouri River CD Council: Ralph moved to pay MRCDC unpaid bills; Rodney seconded. Motion passed.

Correspondence: The board looked through the correspondence folder.

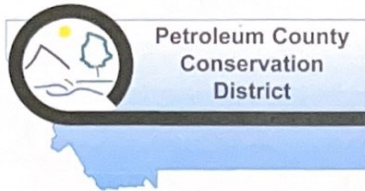
Announcements:

A. Next Board meeting: September 27, 2023, 5pm, PCCD Office

ADJOURNMENT: Meeting adjourned at 3:34pm.


J.C. King, Chairman


Trish J. Smith, District Administrator



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September 27, 2023

Call to order: Chair Jay King called the regular meeting of the Petroleum County Conservation District to order at 5:04 pm. Those present were Jay King, Brenda Brady, Rodney Rowton, Butch Arthur, Diane Ahlgren and Laura Kiehl (virtual). Others in attendance were Katie Decker, BLM Supervisory Rangeland Management Specialist; Laura Nowlin, Winnett ACES Operations Coordinator; Josh Hobbs, Pheasants Forever Coordinating Wildlife Biologist; Lindsay Flint, FFA representative; Cedar Woodford, Producer; Katie Lund, PCCD Fiscal Manager; Brent Smith, CEMIST; and Trish Smith, PCCD Administrator. Those in attendance virtually were Steve Wanderaas, McCone CD; Allison Martin, MWC Coordinator; Veronica Grigaltchik, DNRC CD Specialist; and Therese Hartman, MSGOT. Nate Descheemaeker was absent.

Approval of Minutes: Rodney Rowton moved to approve the August 31, 2023 regular board meeting minutes as corrected; Brenda Brady seconded. Motion passed.

Guest/Public Comment: Lindsay Flint discussed the FFA program that a small group in Winnett is trying to get going for Winnett students. They are working with Grass Range and both Grass Range and Winnett have set up committees to figure out how to Coop together. This would not be a long term Coop and Winnett will hopefully get their own program in time; just a 2 year trial. Five Winnett girls have enrolled in the online classes that qualify them for FFA, have been to three board meetings and wrote a letter to the Grass Range board. They will need to figure out how to fundraise for their own program. The Winnett advisor has expressed concerns that they do not want it to affect any other programs in the Winnett School. FFA offers great scholarships and opportunities. Lindsay has volunteered her time to help get this going. They have programs in the summer for range and horse judging and other programs include public speaking, talent, robotic/computer-based programs, sales, mechanics, etc. Jay stated that they are here as a board to support programs like this.

Partner Reports:

MRCDC: Trish discussed the recent meetings and upcoming meetings/schedule for the MRCDC and CMR CWG.

MWC: Allison Martin discussed the Saltcedar treatment that her and a crew did the end of August in the Catcreek area. They didn't get as much treated as they hoped, but it went well. Got a DEQ water restoration plan grant last month. Oct 10th is the next MWC meeting in Roundup. Discussed the renewal of the MWC agreement/contract for Trish. Allison and Trish

will update the contract and bring to the next meeting for approval. Trish will keep following the old contract until then.

MSGOT: Therese Hartman discussed the MSGOT contracts that she has been working with the DNRC attorney. He is not comfortable with the language. It is their understanding that if the district receives over \$750K a year in total with the grants then the CD is subject to an audit so creates a concern. If there is an audit, how would the CD pay for it? Audits are now \$10K+. There was discussion on the possibility of breaking up the funding so less than \$750K. Veronica stated that a grant agreement isn't revenue. Jay wondered if you could stagger the 6 different grants for timing around the fiscal year, paid out over a period of time. The three CD grants could be held off for a while. Steve said he will bring this up at their next MACD meeting and get back to the board. Veronica discussed what the statute says about audits. Therese stated she will set up a meeting with Danielle, the attorney and PCCD Board members and MACD board members may attend also. Diane discussed past discussion with the County and getting worked in with them.

MSU Extension: No report.

DNRC: Veronica went over her October report. The Project/Planning/Pollinator grant cycle is open until October 15. If a CD long-range plan was done a long time ago it will need to be updated.

NRCS: Trish gave Reba's written update. Application batching deadline for Regional Conservation Partnership Program (RCPP) Big Game Habitat Improvement Project is October 6th, 2023. Application batching deadline for Environmental Quality Incentives Program (EQIP) & Conservation Stewardship Program (CSP) is October 27th, 2023. They are also working on developing a new Targeted Implementation Plan (TIP) for more timber thinning. Currently identifying landowners in northern Petroleum County with timber and plan to meet with them over the next few weeks to prioritize areas of interest. The TIP would be for FY2025, with a signup likely happening in October 2024.

Pheasants Forever: Josh stated that they have completed one deadline; working on 8 applications and will review those at the November Conservation Committee meeting. December they will be having their last deadline for applications. Wrapping up pipelines and inspections on some of their old projects and can start on new grants soon. His position with Pheasants Forever ends in December so they are working on keeping the position open through Pheasants Forever and the Winnett ACES.

Winnett ACES: Laura N. stated that their annual ACES meeting will be January 17th and their next board meeting is October 11th at noon. She went out with the CD and Clint Smith on Sept 25 for all the tour of all the upcoming Musselshell River projects. They are looking for grant sponsorship with the CD and will discuss in detail under New Business.

CEMIST: Brent stated that they had their monthly CEMIST meeting this morning and will be attending Area 1 & 4 meetings next week. Working with MISC for the AIS train the trainer workshop in Missoula Oct 17th. Will submit for reimbursement after done. Their quarterly meeting will be in Lewistown Oct 24th. There have been mussels found in the Snake River drainage in Twin Falls. Starting copper treatment soon. Tom Woolf is looking for CD support for the SD area. Working with MSU extension for the Feral Pig Highline Tour this fall. There will be

an Eastern Heath Snail meeting in December. There was discussion on reimbursement for CEMIST travel. Steve said he will discuss with Stephanie Criswell and see if there would be a work around. Jay stated we could possibly change language in the policy and this can be discussed in later board meetings.

BLM: Katie stated that the BLM has been replacing a lot of equipment. The Horse Camp crossing culvert was replaced, and a couple cattle guards were replaced on Dunn Ridge. Road agreements have been complicated. They put in rolling dips off the cattle guards. Been assisting NRCS with mesonet sites. Working on soil pits. Glacial finds in the War horse area. This week assisting a pit in Fergus County (Descheemaeker). MCC crews working on fence modifications with wildlife friendly specs in Elk Creek and also mesonet work. Steve Smith was out on the Musselshell training MWC folks on the EZ Ject on Saltcedar. Fuels project in Tin Can will pick up in mid-October. Discussed the upcoming possible government shutdown and which projects that will carry on.

Supervisor Reports:

Brenda Brady: No Report.

Laura Kiehl: NRCS and Farmer's Conservation Alliance have officially notified PID yesterday that they have been chosen for a project. PID will have their discussion about this at their meeting tomorrow. There's a chance that the CD may be involved. This will happen fast; the first meeting will take place in the next week or two.

Ralph Corbett: No Report.

Jay King: No Report.

Diane Ahlgren: Diane is resigning as the CD's Associate Supervisor. She has been with the CD for 30 years. The board thanked Diane for all her time and dedication to the CD.

Rodney Rowton: Attended the bank stabilization site tour on Monday.

Nate Descheemaeker: No report.

Butch Arthur: Steve Vantassel is a rodent specialist and puts on workshops. Maybe something the CD would be interested in for a spring workshop. Trish will keep him in mind when applying for another Spring Education Grant. Veronica stated to try and get that grant applied for by February.

Old Business:

A. **Gilly Website for 310s:** Tabled.

B. **MWC Admin Contract:** Discussed in the MWC partner update.

C. **MACD Education Work Group – Admin joining a team approval:** Tabled until

Trish visits with MCDEO at Convention in November.

- D. **Administrator Budget:** Katie went over the updated broke out Admin budget that Trish and Katie came up to help keep better track of CD expenses.
- E. **Fiscal Manager MOU:** Katie's contract will be fulfilled at the end of the year. She has a lot on her plate and will have to cut back with some of her jobs/duties. Brenda suggested forming a sub-committee for discussing the Fiscal Manager MOU. Jay and Brenda will be on that committee and another board member.
- F. **Fuels Mitigation Meeting follow-up:** Brenda and Trish discussed the meeting. There were around 15 attendees. Wendy and Bruce facilitated and it went well. Glenn Gillette and Ty Lund attended and they discussed trying to get contact info for absentee landowners and maybe sending them a joint letter from the Fire Department/PCCD requesting them to sign up for the Fuels Mitigation Program to clear out hazardous tress on their properties that cause a high risk for issues fighting fires in the area. Trish will ask Tonya from Snowy Mountain Development when the BLM grant needs to be used up.
- G. **Irrigation meeting follow-up:** There was good attendance from the water users. Katie stated that Drew from WWC would be good to work with and help with grant writing. She asked Veronica on clarification on what grant we need to be applying for and when. The RRG grant is not for just CDs but all under the DNRC umbrella. The next RRG planning grant cycle will be available this winter 2023. Rodney Rowton moved to apply for the RRG grant when it comes open; Butch Arthur seconded. Motion passed.

New Business:

A. 310 Updates - Woodford: This agenda item was moved to the beginning of Old Business. Cedar discussed his project. He has 305 feet of bank that needs to be stabilized. He discussed how he will go about doing that with layering of rock, willows, trees, etc. and reasons the project needs to happen due to the location near the road, pump site and power lines. The Board looked over the application. Laura K. added that Tim & Sarah Browning will be sending in an update for their pump site that is furthest down the river because the river changed some since they submitted their application. Brenda Brady moved to approve the Woodford 310 pending Clint Smith's approval sheet; Rodney Rowton seconded. Motion Passed.

B. Protentional Government Shutdown: Discussed what was going to happen for CD operations to continue with the NRCS building being in lockdown during the possible Government shutdown next week. Rodney Rowton moved to rent the PCCC office space for \$20/day, Oct 2-Oct 5, if there is a government shutdown; Brenda seconded. Trish will post notices, and Katie and Trish will gather files and essential equipment on Monday, if needed.

C. CD project grants: Same as agenda New Business item E.

D. CD Supervisor Representative – Area 1 Meeting: The board looked over the resolutions. Rodney Rowton moved to appoint Laura K.; Brenda Brady seconded. Motion passed. Brenda moved to used up to \$200 for Area 1 Meeting door prizes; Rodney Rowton seconded. Motion Passed.

E. CD sponsoring/running a DNRC Project Grant – Musselshell Stream Restoration:

Laura N. asked the CD board if they would like to sponsor the grant or take on the project themselves. The grant ask would be \$50,000 and not sure if it would be for all three sites or just one site. Would be a good source for match for the ACES grant that was awarded for the Rowton Bank Project. Veronica stated that if we want these projects done next fall, we can apply for the spring planning/project grant. Laura believes that "Stream Bank Restoration" is in the CD Long Range Plan. We can apply for a grant for each project separately or all together. Laura N. suggested that the CD sponsors ACES for the current grant cycle and then the CD can apply for a grant (a CD project) this spring. Brenda Brady moved for the CD to sponsor the ACES application for the DNRC project grant; Butch Arthur seconded. Rodney Rowton abstained. Motion passed.

F. No-Till Drill Application & Process: Katie discussed a recent incident that she had with the No-Till Drill on the highway. It was decided to add to the No-Till Drill application the need for a flagger while transporting the No-Till Drill. Jay stated that the No-Till Drill committee will get together before next spring to go over and update the rental application and process.

Administrative: The board looked over the Admin Aug/Sept report. Trish gave a quick overview of a few items from the last month and the upcoming Area 1 meeting. Passed around the MWC and CD recent newsletters. She stated that she didn't have time to update the Grant Summary report.

A. Grant & District Updates:

Financial:

Katie visited with Brandon Bantz about doing an audit and he is very busy but will let Katie know if he is able to do one. If he is unable to do so we need to find someone else. MRCDC just got funded for a new grant; the first advance invoice was signed.

1. Petroleum CD: Brenda Brady moved to pay PCCD unpaid bills; Rodney Rowton seconded. Motion passed.

2. Missouri River CD Council: Brenda Brady moved to pay MRCDC unpaid bills; Rodney seconded. Motion passed.

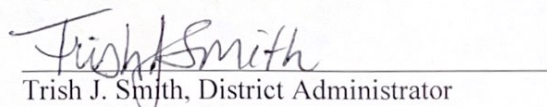
Correspondence: No correspondence.

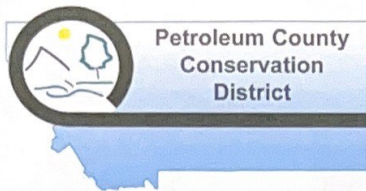
Announcements:

A. Next Board meeting: Wednesday, October 25, 2023, 5pm, PCCD Office – backup of the PCCC building.

ADJOURNMENT: Meeting adjourned at 8:04 pm.


J.C. King, Chairman


Trish J. Smith, District Administrator



Petroleum County Conservation District

P.O. Box 118, Winnett, MT 59087-0118

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Local Common Sense Conservation

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Jay King – Chairman, **Brenda Brady**, Vice-Chairman & MSCA,
Laura Kiehl – Treasurer & MRCDC, **Ralph Corbett** – Urban Supervisor, **Rodney Rowton** – Rural
Supervisor, **Butch Arthur** – Urban Supervisor, **Nathan Descheemaeker** – Supervisor

October 25, 2023

Call to order: Chair Jay King called the regular meeting of the Petroleum County Conservation District to order at 5:11pm. Those present were Jay King, Brenda Brady (Virtual), Ralph Corbett, Rodney Rowton, Butch Arthur, Laura Kiehl and Nate Descheemaeker (Virtual). Others in attendance were Steve Wanderaas, McCone CD; Diane Black, McCone CD; Katie Lund, PCCD Fiscal Manager; Brent Smith, CEMIST; and Trish Smith, PCCD Administrator. Those in attendance virtually were Molly Masters, MRCDC Coordinator; Diane Ahlgren, MSGOT Representative; Veronica Grigaltchik, DNRC CD Specialist; and Therese Hartman, MSGOT.

Approval of Minutes: Ralph Corbett moved to approve the September 27, 2023 regular board meeting minutes as corrected; Rodney Rowton seconded. Motion passed.

Guest/Public Comment: Steve Wanderaas from McCone CD discussed Resolution 23-03 "Irrigator Water Rights" submitted by Roosevelt CD, and asked that our CD consider opposition of the Resolution when it is presented at the MACD Convention in November.

Partner Reports:

MRCDC: Molly Masters stated that the MRCDC Quarterly meeting will be held during the MACD Convention in Billings, November 14th, from 2pm – 5pm; this will be an in-person meeting only. Annual reports have been printed and will be sent out to CDs and the MRCDC Council. MRCDC will have an additional \$21,720 from carry over from last year's grant that will be put into their Travel budget. The MRCDC Coordinator telework agreement will be discussed in New Business and needs to be signed.

MWC: No report.

MSGOT: No Report.

MSU Extension: No Report.

DNRC: Veronica stated they had 14 applications submitted that went through their Grant Review, for a total of \$282,079 in funds requested. The PCCD/ACES Planning Grant for Stream Restoration was one of the applications, and it is scheduled for a grant hearing at the MACD Convention on November 14th. CEMIST reporting was submitted and the disbursement has already been sent out. There is a grant writing workshop in Lewistown Oct 30. The 2nd round of CD funding will be coming out soon.

NRCS: No report.

Pheasants Forever: No Report.

Winnett ACES: Brenda Brady stated that the next ACES Board meeting is November 1st at 6pm, following their Conservation Committee meeting. They are having a Jam Session at the 55 Main building during the December 9th Christmas Stroll. Their ACES Annual Meeting is scheduled for Jan 17.

CEMIST: Brent stated that CEMIST held their Quarterly meeting with a focus on the "state" of AIS in the state of Montana and our neighboring states. CEMIST also had a monthly meeting on the same day to discuss budget, work plan review, and funding options. The CEMIST Executive Council agreed to send Brent to the MACD convention in Billings this November. CEMIST's annual update is included in the BOD packets. The AIS Train the Trainer workshop in Missoula was well attended (17 attendees). Looking at hosting 2 additional workshops next year in Central and Eastern Montana. On November 20-21 MISC is hosting a Science Advisory Panel with regards to Woody Invasive Species in the state of Montana in Billings. CEMIST is hosting another EHS meeting in Lewistown on December 12th. It is convention and show season so that will be a major focus of CEMIST for the next couple months.

BLM: No Report.

Supervisor Reports:

Brenda Brady: Went to the "Private Lands Partners Day" Partnerscapes Conference in Missoula; had a tour of the Blackfoot Valley by the Blackfoot Challenge Organization. They had a site visit for a prescribed fire and stream bank stabilization project; NRCS and FWP has been very involved. Their Fuels Mitigation projects using prescribed fire was very effective and possibly something we can look at for our Fuels Mitigation program; possibly a more efficient approach cost wise and a developing tactic.

Laura Kiehl: Orrin had his FCA meeting this morning and they discussed the state of the grants the irrigation district is in. FCA & NRCS working together and WWC applied for another \$8,000 planning grant to get another phase of the Capital Improvements Plan accomplished but they were denied; they have been encouraged to apply again next year. Currently have the \$110K left in the grant for the creek headgate. Applying for FEMA money to fix the creek headgate and using the \$110K for the main headgate. Planning a "Kick-off" meeting in the next couple weeks.

Ralph Corbett: No report.

Jay King: Jay discussed the Area 1 Meeting; had positive comments from attendees. Katie stated that we cleared \$150 from the Area 1 Meeting after all our expenses.

Rodney Rowton: No report.

Nate Descheemaker: USFWS have updated and are rewriting the National Refuge System policies; closed October 16th. It discusses Landscape Conservation Planning and other items. Discussed the Missouri River Headwaters Conservation Area and their Conservation Land Protection Plan. They have a Proposed manual that defines the Land Protection Plan.

Butch Arthur: Asked if there has been any contact with Stephen Vantassle. Trish stated that she has visited with Cody Ream from MSU Extension and Cody will be visiting with Stephen about putting on a class next spring for Applicators credits.

Old Business:

- A. **MSGOT Lease Contract:** Jay stated that there has been conflicting info on whether or not the \$750K will trigger an audit. Therese Hartman with MSGOT stated that if we were to trigger an audit, MSGOT will pay for it. All the contracts combined total around \$1.3 million and will allocate out around \$220K – \$340K annually. Ralph Corbett moved with the statement that the PCCD Board is not worried about having an audit, and willing to move forward with the MSGOT lease contracts, as long as MSGOT will pay for an audit if it is required; Rodney Rowton seconded. Brenda Brady abstained. Motion passed.
- B. **MWC Admin Contract:** Ralph Corbett moved to approve the MWC Admin Contract; Laura Kiehl seconded. Motion passed.
- C. **RRG Planning Grant this fall:** Katie stated that she visited with Autumn and Lindsay and they will come to the November meeting to talk us through the RRG Planning Grant that will be opening this fall. WWC is on board to work with us.
- D. **DNRC Project Grant Update:** Veronica stated that MOUs between the CD and our Partners is missing. Other than that, the grant application looks good. The MOUs can be signed at our next board meeting.

New Business:

- A. **310 Updates – Rowton & Beatty:** Laura Kiehl moved to approve the Beatty 2023-8 310 application with the contingency of photos and a sketch of the proposed work; Rodney Rowton seconded. Motion Passed. Ralph moved to approve the Beatty 2023-9 310 application with the contingency of photos and a sketch of the proposed work; Laura Kiehl seconded. Motion Passed. Butch Arthur moved to approve the Rowton 310 application; Ralph Corbett seconded. Rodney Rowton abstained. Motion Passed.
- B. **BLM 5 Year Extended Fuels Mitigation Program after 2024:** Ralph Corbett moved to continue the Fuels Mitigation Program with the BLM; Rodney Rowton seconded. Motion passed.
- C. **Young Ag Couples Conference:** Rodney Rowton moved to financially sponsor the \$100 registration fee per couple for the Young Ag Couples Conference; Brenda Brady seconded. Motion passed.
- D. **MACD Auction Item for Cooler:** Ralph Corbett moved to send Valley CD \$40 to go towards the purchase of a Lone Mountain cooler for the MACD Convention Area 1 Auction item contribution; Rodney Rowton seconded. Motion passed.

E. MACD Conference & Scholarship -Admin/Supervisors attending: Jay and Brenda are going but will be taking care of their own lodging. Laura might apply for a scholarship if she attends. Katie might attend one day. Trish applied for a scholarship for her travel and lodging. Trish will register all the supervisors that are going. Ralph Corbett moved to have Trish attend the MACD Convention; Laura Kiehl seconded. Motion passed.

F. MRCDC Telework Agreement: The board went over the agreement. Brenda Brady moved to approve the MRCDC Telework Agreement; Ralph Corbett seconded. Motion passed.

Administrative: Discussed Katie's MOA. Ralph Corbett moved to approve the MOA between the PCCD and Katie Lund; Brenda Brady seconded. Motion passed. The board looked over the Administrator October report. Trish gave a quick overview of a few items from the last month.

1. **MACD Award** – Discussion was had regarding the MACD awards and nominating Diane Ahlgren for at least one of the longevity award categories. Trish will get this submitted. Katie mentioned getting a thank you gift for Diane also. It was decided that the board members will pitch in monies for this and Katie will use the CD card to get something purchased and reimburse the CD. Possibly present this at the January ACES meeting.

Ralph Corbett moved to allow Trish to take December 26 - 28 off for vacation; Butch Arthur seconded. Rodney abstained. Motion passed.

Ralph Corbett moved to change the PCCD December board meeting to December 20th at 5pm; Rodney Rowton seconded. Motion passed.

A. Grant & District Updates:

Financial:

1. **Petroleum CD:** Ralph Corbett moved to pay the PCCD unpaid bills; Laura Kiehl seconded. Motion passed.


2. **Missouri River CD Council:** Ralph Corbett moved to pay the MRCDC unpaid bills; Butch Arthur seconded. Motion passed.

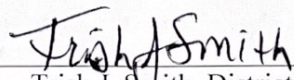
Correspondence: Went through a few unimportant items in the correspondence folder; DEQ letters and publications.

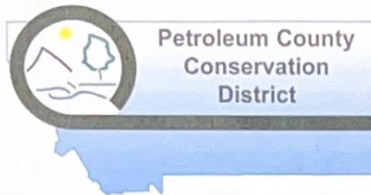
Announcements:

A. Next Board meeting: Wednesday, November 29, 2023, 5pm, PCCD Office.

ADJOURNMENT: Meeting adjourned at 7:54 pm.


Brenda Brady, Vice-Chairman


Trish J. Smith, District Administrator



Petroleum County Conservation District

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Laura Kiehl – Treasurer & MRCDC, **Ralph Corbett** – Urban Supervisor, **Rodney Rowton** – Rural
Supervisor, **Butch Arthur** – Urban Supervisor, **Nathan Descheemaeker** – Supervisor

November 30, 2023

Call to order: Vice-Chair Brenda Brady called the regular meeting of the Petroleum County Conservation District to order at 5:03pm. Those present were Brenda Brady, Jay King (Virtual), Ralph Corbett, Rodney Rowton, Butch Arthur, and Laura Kiehl. Others in attendance were Allison Martin, MWC Coordinator (Virtual); Autumn Coleman, DNRC (Virtual); Lindsay Volpe, DNRC (Virtual); Laura Nowlin, Winnett ACES Operations Coordinator; Veronica Grigaltchik, DNRC CD Specialist; Katie Lund, PCCD Fiscal Manager; Brent Smith, CEMIST; and Trish Smith, PCCD Administrator.

Approval of Minutes: Ralph Corbett moved to approve the October 25, 2023 regular board meeting minutes as corrected; Rodney Rowton seconded. Motion passed.

Guest/Public Comment: None.

Partner Reports:

MRCDC: Laura Kiehl discussed the MRCDC Quarterly Meeting that took place during MACD Convention. They discussed two support letters; USFWS Proposed rule changes for their wildlife refuges and USFWS proposed Missouri Headwaters Conservation Area Comment letters. Everyone discussed what they would like to get done in their CD area that MRCDC could help with. Voted on the next River Rendezvous area; will be in the Broadwater County area. December 19th will be the next Executive Committee meeting.

MWC: Allison stated they got their DEQ restoration planning grant signed; working on that this Winter. Last MWC meeting was in October. Mark Ockey from DEQ discussed Wetland Hydrology and their Watershed Restoration plans. The Floodplain Encroachment Grant is expiring the end of December so finalizing projects. Will be getting the final report from Pioneer Tech soon. Next MWC meeting is December 12 in Roundup.

MSGOT: Katie stated that she visited with Therese Hartman with MSGOT. She is trying to finalize contracts and will get to us to review. There have been land owner changes. Katie went over the Audit excel sheet. She would like to do one payment per fiscal year to avoid going over the \$750K threshold that would trigger an audit.

MSU Extension: No Report.

DNRC: Veronica discussed her report in the meeting packet. Katie already emailed Veronica the Wage and Benefits Survey. Veronica stated that there has been a 25-35% turnover of Administrators across the state and that makes it hard to do business. Additional funding coming down will help address that. The 321 Trust is still accumulating, but the current carryover will cover the 2nd round of CDA. The Accountability Assessment paperwork (similar to an Audit) will need to go with the 2nd round of CDA reporting. Relaunched the 10-min trainings for Supervisors. Suggest doing the trainings during board meetings. Brenda stated to add the Election/Recruitment 10-minute training to the agenda for the December meeting.

NRCS: Trish read Mike Lucas's update. The NRCS is currently busy evaluating and planning on new applications. Mike plans to submit a Work unit wide forestry TIP for Petroleum, Fergus and Judith Basin Counties. Practices would include Precommercial thinning, Brush Management and Woody Residue Treatment to address fuel hazards, forest health and improved forage production. If this proposal is approved, there would potentially be a signup during the month of October 2024.

Pheasants Forever: No Report.

Winnett ACES: Laura Nowlin discussed the ACES planning grant that the CD sponsored; DNRC awarded the grant. The MOU between ACES and the CD needs to be signed so Veronica can finalize the grant agreement. Have until Sept 30, 2025 to spend the money. Veronica has the final agreement almost finalized and she will go over it later. ACES will pay the contractors and will bill the CD. The next Winnett ACES Board meeting will be December 6th at 6pm.

CEMIST: Brent stated that the Grain Growers Convention was in Great Falls this week. Stockgrowers Convention in Billings is next week. The Heath Snail Meeting will be in Lewistown December 12th. The feral pig highline tour will be sometime in March 2024.

BLM: No Report.

Supervisor Reports:

Brenda Brady: Discussed the meeting session put on by Dan Clark (MSU Extension) at MACD. Discussed the meeting rules document. Need to make sure to not have a quorum when discussing matters in person or via email. This includes attending events/other meetings together. Veronica stated that as long as they do not have a quorum when attending meeting to discuss matters, we do not need to post the meeting.

Laura Kiehl: The Irrigation district, FCA, NRCS and few CD board members met to discuss getting a grant to replace modernized Petrolia Irrigation District infrastructure. There were a lot of questions and information. Will have more meetings in the next few weeks. At MACD Convention the Butte School of Mines, DEQ, Laura Nowlin and Reba Ahlgren all discussed the School of Mines and that they do a project every few years. Projects have been for salinity control, etc. They said that the Irrigation District could be its next project and would like the CD to be a partner in this project. They would like to continue Salinity Control Projects from where it was left off 10 years ago.

Ralph Corbett: No report.

Jay King: The PCCD Resolution passed unanimously at the MACD Convention. The next step is working with state and local governments and getting out a template to CDs. Jay discussed the meeting session put on by Dan Clark. We need a board quorum to have a vote pass and if someone abstains or votes no, that takes away from the quorum.

Rodney Rowton: No report.

Nate Descheemaeker: No report.

Butch Arthur: No report.

Old Business:

A. **MSGOT Lease Contracts:** Discussed prior under MSGOT Partner updates.

B. **McDonald Irrigation:** Katie asked Autumn Coleman and Lindsay Volpe (with DNRC) to discuss the planning grant application process. McDonald Creek needs the headgates and diversions repaired. Working with WWC. Started the process but have questions on the application side. Lindsay stated that they will open up the cycle next week; through Submittable. It will be open through April; first review within 6 weeks of the application submission. Application comes through the CD and will go through the ranking process in January, and then they will award soon after. The effective date will be after it is awarded. The max award amount for the planning grant depends on the type of work being done. Autumn stated that the awarded money goes to the CD, then we have a contractual agreement with who is doing the work, and the CD pays the contractor. They need measurable results and to show how we are managing resources better.

New Business:

A. **310 Updates**

1. Rowton – Ralph Corbett moved to approve the Rowton 310 permit; Butch Arthur seconded. Rodney Rowton abstained. Motion passed.
2. Beatty – Ralph Corbett moved to approve both of the Beatty 310 permits; Rodney Rowton seconded. Motion passed.

B. **DNRC Conservation Districts Accountability Assessment:** Discussed prior in the DNRC Partner update.

C. **MOU with ACES:** Laura Kiehl moved to approve the MOU with ACES; Ralph Corbett seconded. Rodney Rowton abstained. Motion passed.

Administrative:

Brenda discussed offering Brandi & Gage Iverson travel reimbursement for the Young Ag Couples Conference in January. Brenda Brady moved to pay for mileage to Brandi & Gage Iverson for the Young Ag Couples Conference; Ralph Corbett Seconded. Motion passed.

1. **MCDEO Outreach & Education Team Member** – Trish stated that she will be joining the MCDEO December meetings to gather more information on the committees to get a better understanding of the time involved before committing to anything. Tabled until the next meeting.

A. Grant & District Updates:

Financial:

Katie discussed the Grant Summary Sheet. Ralph Corbett moved to have Trish send out Christmas cards to partners; Jay King seconded. Motion passed.

Brenda Brady moved for Trish to put together a new free version of the PCCD website, and pursue funding to upgrade the CD and MWC websites; Ralph Corbett seconded. Motion passed.

1. Petroleum CD: Ralph Corbett moved to pay the PCCD unpaid bills; Rodney Rowton seconded. Motion passed.

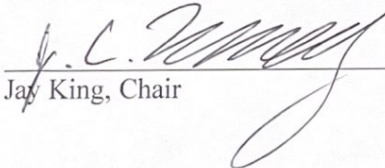
2. Missouri River CD Council: Ralph Corbett moved to pay the MRCDC unpaid bills; Laura Kiehl seconded. Motion passed.

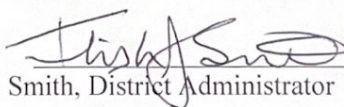
Correspondence: The board looked through the correspondence folder; nothing of importance.

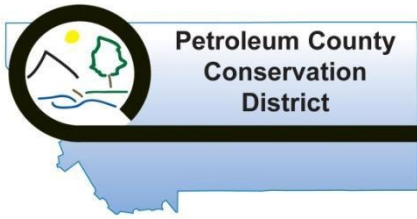
Announcements: Laura Kiehl moved to change the PCCD December board meeting to December 20th at 3pm; Ralph Corbett seconded. Motion passed.

A. Next Board meeting: Wednesday, December 20, 2023 3pm, PCCD Office.

ADJOURNMENT: Meeting adjourned at 7:22pm.


Jay King, Chair


Trish J. Smith, District Administrator



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**Jay King – Chairman, Brenda Brady, Vice-Chairman & MSCA,
Laura Kiehl –Treasurer & MRCDC, Ralph Corbett – Urban Supervisor, Rodney Rowton – Rural
Supervisor, Butch Arthur – Urban Supervisor, Nathan Descheemaeker- Supervisor**

December 20, 2023

Call to order: Vice Chair Jay King called the regular meeting of the Petroleum County Conservation District to order at 3:05pm. Those present were Jay King, Brenda Brady, Rodney Rowton, Laura Kiehl and Nate Descheemaeker. Others in attendance were Laura Nowlin, Winnett ACES Operations Coordinator; Mike Lucas, NRCS; Molly Masters (Virtual); MRCDC Coordinator; Veronica Grigaltchik (Virtual), DNRC CD Specialist; Steve Wanderaas, McCone CD/CEMIST; Katie Lund, PCCD Fiscal Manager; Brent Smith, CEMIST; and Trish Smith, PCCD Administrator. Ralph Corbett and Butch Arthur were absent.

Approval of Minutes: Brenda Brady moved to approve the November 30, 2023 regular board meeting minutes as corrected; Rodney Rowton seconded. Motion passed.

Guest/Public Comment: None.

Partner Reports:

MRCDC: Molly stated that the MRCDC had their Executive Committee meeting December 19th and they set forth quarterly meeting dates for the year. The next Quarter meeting is Feb 21 in Lewistown, May in Sidney, and August will be with the River Rendezvous in the Broadwater area, and November will be during Convention. Working on planning things with the CMR CWG and Woody Invasives Working Group.

MWC: No report

MSGOT: No report

MSU Extension: No Report.

DNRC: Veronica mentioned that 2024 is an election year; if want to rerun paperwork, it needs to be done by April. Even if running opposed, Oath of Candidacy still needs filed in March. 2nd round of CDAs set to open Jan 1. Can get CDs up to \$60K. Should resubmit and upload the financial report. There will be an opt in feature for MACD dues, will in addition above the \$60K; \$4000K total bill. Can apply to get \$3500 on top.

NRCS: Mike reported that they are working on new applications, getting ranked. Did submit a draft for a work unit wide TIP, thinking about Petroleum County Forestry TIP, but expanded to

other counties (wood/brush management). Hope to have a sign up for years 25-27. Mostly fuels related.

Pheasants Forever: No report.

Winnett ACES: In the process of hiring a Conservation Programs Manager; hope to have hired by January. Next board meeting is Jan 3. Annual meeting is Jan 17, day before having 2 breakout sessions (conference). Conservation Committee applications are due Dec 31.

CEMIST: Brent stated they had their Executive Council meeting Dec 19; mostly going over the budget and moving forward with grant applications. Quarterly meeting is Feb 24. Attended Grain Growers, Stockgrowers and Cattleman's Association events in the last couple months. Eastern Heath Snail presentation was well attended December 12. Steve Wanderaas stated that Brent had his performance review Dec 6 and he met or exceeded expectations. Recommending \$1 raise for CEMIST employees (Brent, Trish and Wendy) retroactive of the Dec 19 meeting. Will need to be added to the next agenda.

BLM: No report.

Supervisor Reports:

Brenda Brady: No report.

Laura Kiehl: No report.

Ralph Corbett: No report.

Jay King: Discussed Flatwillow Creek and the possibility of pumping water from the aquaphor below, but found out not possible with drought issues. He visited with folks about Warhorse Dam, scheduling a time to look at it and get it usable again.

Rodney Rowton: No report.

Nate Descheemaeker: Sage grouse amendments (Dakotas and Montana) coming along and the preliminary drafts went to agencies and will be published sometime in January/February; 30-60 day comment period.

Butch Arthur: No report.

Old Business:

- A. **MSGOT Lease Contracts:** Discussed the progress so far and what the next steps are. Waiting for contracts and once receive, the board will have to approve.
- B. **McDonald Irrigation:** Trish read Katie's note. She said that the RRG grant application will be opening up soon but hasn't as of yet. WWC will help with the process. She will be visiting with Murnions to go over historical details.
- C. **Fuels Mitigation Program-** Trish will contact the fire department for contacts for the

program, and get more info from the BLM on the next 5 year program, and see if the unused current grant can be transferred over.

New Business:

A. 310 Updates – none.

B. CEMIST – AIS Grant Application – Brent went over AIS grant that is due Jan 7. Katie comfortable with the amount of total money ask for the grant and it would not be coming until 2025. Grant will cover events including early detection education classes and citizen science event with schools in September. Brenda Brady moved to apply for the AIS Grant; Laura Kiehl seconded. Motion Passed.

C. Quit Claim Deed SIGNED – Delphia/PCCD – Rodney Rowton moved to sign the Delphia Melstone Water Users Association Quick Claim Deed; Laura Kiehl seconded. Motion passed. Made corrections to the RFQ. Brenda Brady moved to post the PCCD RFQ for Engineering, Planning and Grant Administration Services for Delphia Melstone Water Users Association as amended; Rodney Rowton seconded. Motion passed.

D. MWC Board Position open – Rodney agreed. Brenda Brady moved to nominate Rodney Rowton to the Musselshell Watershed Coalition Board Position; Laura Kiehl seconded. Rodney Rowton agreed. Motion passed.

Administrative:

A. Grant & District Updates

1. 10-minute training – recruitment: Board went over the 10-minute recruitment training. Trish will post the recruitment questionnaire in the next newsletter.
2. Sign holiday cards: Board signed the holiday cards that will be mailed 12/21.
3. CD Website: Trish went over a brief overview of the new CD website that she put together in December.
4. Petroleum Co. Maps & 2024 Ownership books order (Jan): Board agreed Trish should order four Petroleum County maps and not the 2024 ownership books yet.

Financial:

Katie stated that there is approximately \$51K in checking and \$24K in savings. Discussed the termination account and continuing to transfer funds to that. Nate Descheemaeker moved to transfer \$2500 to the savings account; Rodney Rowton seconded. Motion passed.

1. Petroleum CD: Laura Kiehl moved to pay the PCCD unpaid bills; Brenda Brady seconded. Motion passed.

2. Missouri River CD Council: Brenda Brady moved to pay the MRCDC unpaid bills; Rodney Rowton seconded. Motion passed.

Correspondence: None.

Announcements:

A. Next Board meeting: Wednesday, January 31, 5pm, PCCD Office.

ADJOURNMENT: Meeting adjourned at 4:52pm

Jay King, Chair

Trish J. Smith, District Administrator