

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*; **Laura Kiehl** – *Secretary/Treasurer/MRCDC*
Ralph Corbett – *Urban Supervisor*, **Rodney Rowton** – *Rural Supervisor*,
Butch Arthur – *Urban Supervisor*, **Tye Lund** – *Supervisor*

January 7, 2025

Call to order: Chair Jay King called the special meeting of the Petroleum County Conservation District to order at 1:03pm. Those present were Ralph Corbett, Butch Arthur and Tye Lund. Others in attendance virtually were Jay King, Brenda Brady and Laura Kiehl. Trish Smith, PCCD Administrator was present. Rodney Rowton was absent.

Jay gave an overview of the MWCC Spring Capacity Support Grant and Watershed Strategic Program or Initiative Grant. The reasons for applying for these two grants is to have the capacity to hire a Watershed Program Coordinator to create a watershed plan/watershed restoration plan, and implement our Water Conservation Program that we have in our Annual Work Plan.

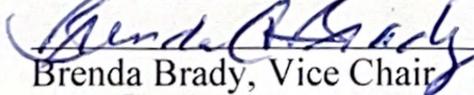
Old Business:

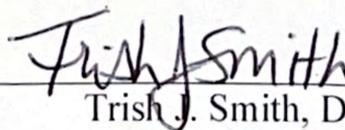
- A. *MWCC Spring Capacity Support Grant:* Ralph Corbett moved to apply for the MWCC Spring Capacity Support grant; Brenda Brady seconded. Motion passed.
- B. *Local Working Group Meeting:* Discussed logistics for the January 30th Local Working Group meeting. The board was okay with Trish and Katie figuring out what needs to be done for the LWG meeting meal. Trish will order food from the bar. Brenda stated that they will have LWG surveys available to hand out at the All-ACES Annual Meeting January 16th, and Trish will include the LWG survey in the 2025 Winter PCCD newsletter that will be mailed out in the next two weeks.

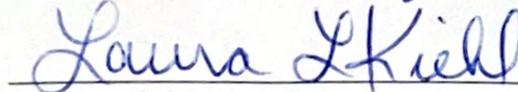
New Business:

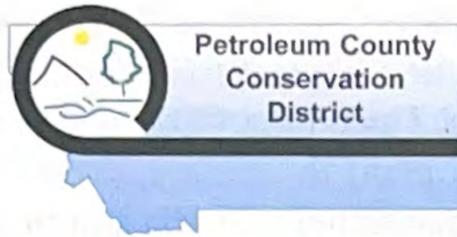
- A. *Watershed Strategic Program or Initiative Grant:* Brenda Brady moved to apply for the Watershed Strategic Program or Initiative grant; Butch Arthur seconded. Motion passed.
- B. *Add Watershed Plan/Watershed Restoration Plan to Annual Work Plan:* Several amendments were discussed on the Water Conservation page in the Annual Work Plan. Ralph Corbett moved to approve the amendments to the PCCD Annual Work Plan; Tye Lund seconded. Motion passed.

ADJOURNMENT: Meeting adjourned at 1:39pm


Brenda Brady, Vice Chair


Trish J. Smith, District Administrator


Laura Kiehl, Board Secretary



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January 29, 2025

Call to order: Chair Jay King called the regular meeting of the Petroleum County Conservation District to order at 5:00pm. Those present were Jay King, Rodney Rowton, Brenda Brady, Laura Kiehl, Butch Arthur, and Tye Lund. Others present in person were Brent Smith, CEMIST Program Manager; Reba Ahlgren, NRCS; and Trish Smith, PCCD Administrator. Veronica Grigaltchik, DNRC CD Specialist; Molly Masters, MRCDC Coordinator; Allison Martin, MWC Coordinator; Skylar Stenson, Winnett ACES; Katie Lund, PCCD Fiscal Manager; and Desi Seal, Winnett ACES Conservation Programs Manager, attended virtually. Ralph Corbett was absent.

Approval of Minutes:

Tye Lund moved to approve the December 18, 2024 meeting minutes; Rodney Rowton seconded. Motion passed. Butch Arthur moved to approve the January 7, 2025 special meeting minutes; Brenda Brady seconded. Motion passed.

Guest/Public Comment: None.

Partner Reports:

MRCDC: Molly stated they had one applicant for the irrigator outreach position and MRCDC made motion to hire him yesterday. She put together a MOA with him as an independent contractor. He will start on February 3. Stephanie Criswell visited with legal regarding the MOU with the MRWA; the MOU doesn't need to be specific. MRCDC is a committee of PCCD, so the agreement needs to be between PCCD and Valley CD. Molly made up a draft and it has been sent on to legal for review. It is very straightforward stating the MRCDC & MRWA are projects under PCCD, and that PCCD will have financial oversight of MRWA but VCCD will continue to hold the funds. VCCD will continue to support the MRWA with admin time working on the website and social media. The CMR-CWG planning committee is looking at changing the direction of the group but they want input from stakeholders. Gave a brief update on the Fox Hills Hell Creek aquifer update.

MWC: Allison stated that she has been working on grant reporting, upcoming summer projects, and a newsletter. Was on with the CEMIST monthly meeting this morning. Feb 13th is the next MWC meeting. Discussed gaging stations.

MSGOT: No report.

MSU Extension: No report. Jay asked about the virtual fencing workshop that MSU extension puts on; Veronica will send info.

DNRC: Veronica discussed the oath of office requirement, updating CD business registrations with the Secretary of State, and the Project/Planning/Pollinator grants that have opened up. They close March 15th. Extended the Musselshell Riverbank grant another year. CEMIST's grant has been sent to fiscal and was completed. PCCD is good on all their quarterly reporting. Upcoming CDA grants need new accountability assessments and a planning document (annual work plan) for grant applications. There will be admin grant training once it opens up. Budgets need to be submitted with the admin grant; due end of May. Discussed the planning document for education grants; it can be vague.

NRCS: Reba stated that there have been a lot of executive orders being signed. Anything that is funded through IRA is frozen for now, so no payments or modifications will be allowed on any contract including Farm Bill, EQIP, CSP, and RCPP. Also, no use of government credit cards, and there has been a hiring freeze. They are not sure how to move forward. They are having a statewide call on Friday morning. Soil Health Symposium is next week – Skylar and Reba are going. Working on planning and trying to get projects ready for the ranking deadline coming up at the end of Feb.

Pheasants Forever: No report.

Winnett ACES: Desi discussed Skylar Stenson being in the new partner position with NRCS. RIP applications close on February 1; will review and approve in March, and they will reopen in April. They have plenty of seeding money. There will not be a Conservation Committee in February. Figuring out with DEQ if ACES and Ducks Unlimited can do a Watershed Restoration Plan. If they have a Watershed Restoration Plan, it opens up funding for the Musselshell bank project. They will be writing up the WRP and then applying for a 319 grant to get the rest of the funding for the Musselshell bank project. It is Due March 7. With the WRP, will need to reach out to local community organizations to decide what projects to include. Jay mentioned that the new watershed coordinator will be able to work with ACES on plans and projects.

CEMIST: Brent stated that CEMIST will be presenting Chouteau CD on the Eastern Heath Snail on February 4. Traveling to Helena for the Invasive Species Rotunda Day February 12. Will be attending the MATE show the end of February. February 26th will be the CEMIST quarterly meeting with partner updates and a presentation by Walker Billings (Sheridan County, WY) about annual invasive grasses.

BLM: No report.

Supervisor Reports:

Brenda Brady: Our LWG meeting will help give our CD good info for putting together the next CD Long Range Plan.

Laura Kiehl: Looking at trying to find locations for MESONET stations. Orren testified last Friday for funding through HB6; waiting to see if they will fund their RRG.

Ralph Corbett: No report.

Jay King: Two grant applications were submitted (DNRC Watershed Management grant, MWCC grant). Talked to the Executive Director of the Plank Stewardship Initiative, and will be applying for their grant as well to have additional funding for the Watershed Coordinator position. Attended the Meet & Greet in Helena last week; talked with the director of DNRC. Testified on the McDonald Creek project last Friday, and although wasn't prepared, it went well, but wouldn't be surprised if we don't get funded or get a lower amount. This is another good reason to have a Watershed Coordinator position, so

they can focus their time on these watershed-related projects. Katie discussed her conversation with the WWC engineers. Jay thanked Katie for all her work on the McDonald Creek project/grant and hopefully can reduce the amount of funds/match needed.

Rodney Rowton: No report.

Butch Arthur: Discussed the Pat Plantenberg coming to put on a tree pruning workshop.

Tye Lund: No report.

Old Business:

- A. McDonald Irrigation:** No additional update.
- B. MOU between MRWA & MRCDC/PCCD:** Discussed prior.
- C. Consent Agenda:** Discussed the Consent agenda and Governance Calendar. Veronica stated to put the Governance Calendar as an agenda item before Old Business, and the next months at the end of the agenda. Trish will add the "Consent Agenda" on the next February board meeting agenda.
- D. FFA Envirothon (Spring 2025)–** Discussed the Envirothon in April. FFA is interested in doing this in the future, but will not be able to this spring.

New Business:

- A. 310 Updates:** No updates.
- B. Long-Range Plan Planning –** Will use the LWG meeting ideas to jumpstart the next long-range plan. Will have a special meeting on February 25, 5pm to discuss the Long-Range Plan and the Watershed Coordinator Position description and announcement.
- C. CEMIST CDB Project Grant application –** Brent gave an overview of the CDB Project Grant application that CEMIST would like to submit with approval of the CD board. CEMIST will be closing out March 31 for their current 223 grant. So will just fund under TA grants/AIS grant. Would like to put in for this grant for additional funding. Running out of Assistant and Coordinator funding. Max ask is \$50K. Using TA funds as a match. Jay stated that CEMIST will not need to include the 1% audit fee in their project budget. Brenda Brady moved to allow CEMIST to apply for the CDB Project Grant; Rodney Rowton seconded. Passed.
- D. Watershed Coordinator Position planning–** Jay stated that we submitted two grants for this position, and appreciate all the letters of support. Will discuss the position description and announcement at the Jan 25 special meeting.
- E. Plank Stewardship Initiative Grant Application Approval –** Jay discussed the PSI grant that could help fund the Watershed Coordinator position. Grant is capped at \$50K; 3-year spread. Brenda Brady moved to apply for the Plank Stewardship Initiative Grant; Laura Kiehl seconded. Motion passed.

Administrative:

- A. Grant & District Updates:** Discussed the last month and went over Trish's administration of report. Trish stated that January was mostly grant reporting and submitting new grants. Had 700 more trees ordered, and had to order another 15 ramps from Loyd Bantz.

1. **Spring event planning/spring education grant** – Discussed several ideas for spring workshops/events including virtual fencing, drones, homesteading-themed workshops (sourdough), etc. Trish will reach out to folks tomorrow. The planning group will get together soon to hash out details, and Trish will start working on the Spring Education Grant. Veronica clarified that we do not have to be specific in the presenter details in the grant application.

Financial:

Katie gave a quick overview of January financials and bills for PCCD & MRCDC. Katie discussed buying paper for NRCS printer. Discussed possible audit and timeframes on that.

A. Petroleum CD Laura Kiehl moved to pay the PCCD unpaid bills; Tye Lund seconded. Motion passed.

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

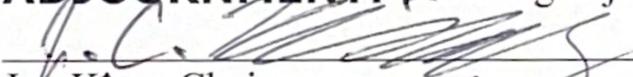
Correspondence:

Announcements:

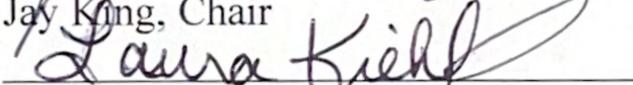
A. Next Regular Board meeting: Wednesday, February 26, 2025, 5pm, PCCD Office. Special board meeting: February 25, 2025, 5pm.

Approval of absences: Ralph Corbett was absent. Jay called for a vote on approving Ralph Corbett's absence. All voted in favor and his absence was approved.

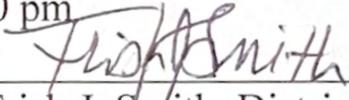
ADJOURNMENT: Meeting adjourned at 7:20 pm



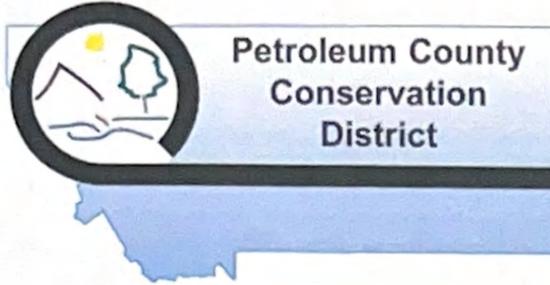
Jay King, Chair



Laura Kiehl, Board Secretary



Trish J. Smith, District Administrator



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Butch Arthur – *Urban Supervisor*, **Tye Lund** – *Supervisor*

February 25, 2025

Call to order: Chair Jay King called the special meeting of the Petroleum County Conservation District to order at 5:00pm. Those present were Jay King, Brenda Brady, Rodney Rowton, Laura Kiehl, Ralph Corbett, and Tye Lund. Others in attendance were Mike Lucas, NRCS; Desi Seal, Winnett ACES; and Trish Smith, PCCD Administrator. Butch Arthur was absent.

Old Business:

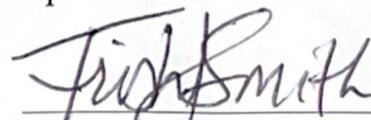
- A. *Watershed Coordinator Position Job Description* – Went over the proposed Watershed Coordinator Position Job description and made several additions and amendments. Ralph Corbett moved to approve the Watershed Coordinator Position Job Description as written and amended; Tye Lund seconded. Motion passed.
- B. *Watershed Coordinator Position Announcement* – Tabled putting together the Watershed Coordinator Position announcement until we secure funding.

New Business:

- A. *Long Range Plan* – Looked over the current PCCD 2021-2025 Long Range Plan. Discussed changes and additions to pages 1-11 in the Resiliency Planning & Response sections. Discussed a new format and future meetings to finish the Long-Range Plan in sections. Trish will transfer the current plan into a new template/format and will set up a future meeting to discuss the plan again. Tabled until a future meeting.

ADJOURNMENT: Meeting adjourned at 7:05pm


Jay King, Chair


Trish J. Smith, District Administrator


Laura Kiehl, Board Secretary



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

February 26, 2025

Call to order: Chair Jay King called the regular meeting of the Petroleum County Conservation District to order at 5:02pm. Those present were Jay King, Butch Arthur, Tye Lund, Rodney Rowton, Laura Kiehl, and Brenda Brady (virtual). Others present in person were Brent Smith, CEMIST Program Manager; Jennifer Solf, Winnett ACES; Katie Lund, PCCD Fiscal Manager; and Trish Smith, PCCD Administrator. Virtual attendees were Veronica Grigaltchik, DNRC CD Specialist; Molly Masters, MRCDC Coordinator; Allison Martin, MWC Coordinator; Skylar Stenson, Winnett ACES; and Desi Seal, Winnett ACES. Ralph Corbett was absent.

Approval of Minutes:

January and February minutes will be added to the March agenda and approved at the March board meeting.

Guest/Public Comment: Officer elections was moved to the beginning of the meeting. Jay King and Rodney Rowton took their oath of office, and were sworn in by Krista Rowton from the Petroleum County Courthouse.

Partner Reports:

MRCDC: Molly stated the MRWA held their committee meeting last week; there are still some reservations from one individual with one CD having the final say in the committee's operations. She suggested having a meeting in March between the MRWA committee, a couple PCCD and VCCD board members, Stephanie Criswell and DNRC Legal. The MRCDC 2-year budget and work plan will end June 30, 2025, so working on new plan. Hope to have the final drafts approved at the April meeting. Cameron is working on test flow work. Started outreach to the conservation districts and putting together advertisements to go out in CD newsletters. Will be reaching out to producers directly soon.

MWC: Allison stated she is getting summer projects lined up. Discussed the joint funding agreement with USGS; needs to be paid. Discussed the gaging stations, the South Fork Upper Musselshell station is getting shut down. Next MWC meeting is February 27th in Roundup at Noon.

MSGOT: No report.

MSU Extension: No report.

DNRC: Veronica discussed grant deadlines coming up. Gave some feedback for the CEMIST grant. Admin Grants open up March 1st; close May 31. Additional requirements in the Admin Grant; upload budget and planning document. Estimating around \$60K for operating again, but can request more. She

recommended requesting more depending on our shortfall. There was a bill proposed to change the Trust (HB326) – trying to propose a bill that would affect the Coal Severance Tax as a whole, and would affect the CD Trust. The bill has been tabled. There is a MACD two-day training grant March 10-11. Two PCCD events were approved with the DNRC mini education grant that was submitted last month. The sourdough class was not approved; the CD will look into other grants for this class to be held in the fall.

NRCS: No report

Pheasants Forever: No report.

Winnett ACES: Desi stated that they are waiting to hear which of their funds are frozen. Put in a reimbursement request for the USFWS funds and they were approved. Kendall is presenting on Vermacast with RSA; also on RSA's YouTube channel. Moving forward with the WRP; planning to have an internal draft done by mid-April, and do public outreach for public input this summer. Got the go ahead from DEQ to apply for the NPS grant. Gave a 55 Main building update; adjusted funding to make sure staff and capacity covered for a year, but will not be starting any new projects for a year to make sure they are covered. Have money for approximately 400 acres for seeding. Ranch bootcamp coming up in May.

Jen discussed the MT Ranch bootcamp coming up May 13-16, 2025. The bootcamp provides students with a hands-on ranch experience before going on to ranch operations. Utilize local experts on different ranch-related topics. Asking the CD if they would like to be a sponsor; need to know by April 1.

Desi discussed the Rowton Bank project and requested a PCCD letter of support (approved in New Business).

Jay suggested that all the partners (cycled through several meetings) give a short general overview of what they do, how we collaborate together, and issues they face, etc.

ACES collaboration discussion – Brenda stated it would be good to work together to know what each organization is working on so we are not doubling efforts. ACES staff attending PCCD meetings helps keep them informed. Laura stated it would be good to have as many CD folks at the ACES goal setting meeting on March 5th. as possible. Jen gave an overview of the ACES goal setting meeting.

CEMIST: CEMIST attended the Invasive Species Rotunda Day in Helena this month. There was a strong turnout by partners as well as legislators. CEMIST had a booth at this year's MATE Show in Billings. Dona and Molly helped staff the booth. CEMIST had their quarterly meeting this afternoon. Walker Billings from Sheridan County Weed and Pest in Wyoming presented on IAG and their E&O efforts. CEMIST will be pivoting a little with regards to our Early Detection and Monitoring AIS workshops. There hasn't been much benefit for the FWP AIS bureau for gaining additional monitoring efforts, so CEMIST will be focusing more on a "see something, say something" effort. Use of "I Naturalist" app with the public and students. In July or August, CEMIST will be supporting the Judith Basin CD for an Eastern Heath Snail workshop. This will bring in partners and EHS specialists as well as producers that are operating in areas of infestations.

BLM: No report.

Supervisor Reports:

Brenda Brady: Visited with Katie Zimmerman about the Young Ag Couples Conference that they attended in January; they enjoyed the conference and were excited about the information they were bringing home.

Laura Kiehl: Petrolia filled yesterday. PID met with FSA to finalize plans for monitoring water throughout the irrigation system; putting automated sensors that measure the water that is going down the canal. Proposed 4-7 sites. \$7000 for the equipment, total of \$88K. Site will have its own cell number and will send the information to the Cloud. Work will have to be done in April. Took a picture of a horned owl – believes it was an Eastern Screech Owl.

Ralph Corbett: No report.

Jay King: MWCC approved \$5K of funding for the Water Conservation Program Coordinator position. Discussed with Sam Wyfells about virtual fencing.

Rodney Rowton: Meeting up with Desi and contractors to look at the river bank project March 3rd.

Butch Arthur: Asked about the tree presenter's suggestion of applying for a grant. Trish stated that the grant deadline was too quick, and it was for purchasing trees. The CD is not ready to purchase trees this year. His presentation is free.

Tye Lund: No report.

Governance Calendar: Reviewed the Governance Calendar for Jan & Feb. Discussed the County Planning Board appointee that needs to be done in New Business. Discussed MACD dues payment; Molly stated that they are going to push back dues later in the year to align closer to the CDA grant. Discussed the election of officers that will be done in New Business.

Old Business:

- A. McDonald Irrigation – No update.
- B. Spring Fall Event Planning – (Trish had to step out) Jay stated that Trish got funding for Ladies Day on the Range and the Virtual Fencing workshop, and will be working with Jen Solf on funding for a fall sourdough workshop. Jen discussed the educational grant available through MT Farmer's Union. She will get the information to Trish.
- C. Long Range Plan Planning -worked on the plan 2/25 and will continue working on it at future meetings. Special meeting set up for March 17th at 5pm.
- D. CEMIST CDB Project grant application – Laura Kiehl moved to approve the CEMIST CDB Project grant application; Tye Lund seconded. Rodney Rowton abstained. Motion passed.
- E. Watershed Coordinator Position planning – Jay discussed the job description we came up with at the special meeting. We will put together and post the job position once we are funded.
- F. Plank Stewardship Initiative Grant – Jay stated that this grant was submitted and we should know mid-late March if we will be getting that funding.
- G. Consent Agenda – It was decided to remove this off the agenda for now.

New Business:

- H. 310 Updates – Trish will send out an email to applicants to get updates.
- I. Officer Elections (Moved to beginning of meeting) – Rodney Rowton moved to keep

Jay in the PCCD Chair position, Brenda in the Vice-Chair position, and Laura Kiehl in the Treasurer/Secretary position; Butch Arthur seconded. Motion passed. Brenda Brady moved to re-appoint Laura Kiehl to the County Planning Board; Rodney Rowton seconded. Motion passed.

- J. Watershed Coordinator Job description & announcement – Discussed prior.
- K. Sponsorship of Ranch Boot Camp (Jennifer Solf) – Discussed in the ACES update.
- L. Rowton Bank Project DEQ grant Letter of Support (ACES)-Tye Lund moved to approve the Rowton Bank project DEQ grant letter of support; Butch Arthur seconded. Motion passed.

Administrative:

A. Grant & District Updates: Everyone looked over the Admin February monthly update. Discussed the Envirothon and Tree retreat. The board agreed that Trish should attend and help at the Envirothon. Discussed moving the MRCDC Executive Committee meeting to the week prior, and possible the CD Board Meeting as well. Will discuss and figure out meeting dates at the March CD meeting. Discussed possible future locations for the CD office if that ever becomes necessary.

Financial:

- A. Bank cards**– Katie discussed the bank cards; board members signed the appropriate documents.
- B. Petroleum CD** Butch Arthur moved to pay the PCCD unpaid bills; Rodney Rowton seconded. Motion passed.
- C. Missouri River CD Council** Rodney Rowton moved to pay the MRCDC unpaid bills; Butch Arthur seconded. Motion passed.

Correspondence: Looked over the past MOU between PCCD and BLM.

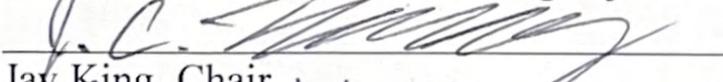
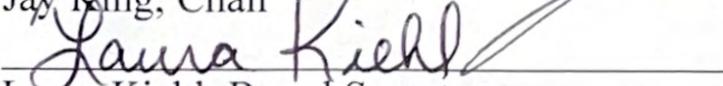
Governance Calendar: Reviewed Governance Calendar for March – Admin grant and budget needs to be added to New Business at the next meeting.

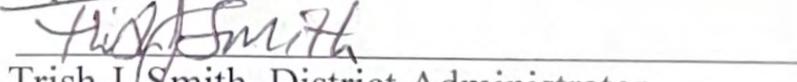
Announcements:

- A. Next Regular Board meeting: Wednesday, March 26, 2025, 5pm, PCCD Office. Special board meeting: March 17, 2025.

Approval of absences: Ralph Corbett was absent. Jay called for a vote on approving Ralph Corbett's absence. All voted in favor and his absence was approved.

ADJOURNMENT: Meeting adjourned at 7:06 pm


Jay King, Chair

Laura Kiehl, Board Secretary


Trish J. Smith, District Administrator



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Butch Arthur – *Urban Supervisor*, **Tye Lund** – *Supervisor*

March 17, 2025

Call to order: Chair Jay King called the special meeting of the Petroleum County Conservation District to order at 5:01pm. Those present were Jay King, Brenda Brady, Rodney Rowton, Laura Kiehl, Ralph Corbett, Butch Arthur and Tye Lund. Others in attendance were Brent Smith, CEMIST; and Trish Smith, PCCD Administrator.

Old Business:

- A. *Long Range Plan:* Reviewed the updated format of the PCCD Long Range Plan that the administrator put together; it was agreed to use the new format. Worked through several edits and corrections in several sections. Will continue to work on the Long Range Plan at future board meetings until it is complete.
- B. *Water Conservation Coordinator Position Announcement* – Reviewed the job announcement that the administrator put together. Made several edits/changes and used some verbiage from another CD's Watershed Coordinator position announcement. Trish will make the updates and it will get approved at next week's regular board meeting.

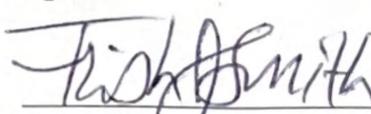
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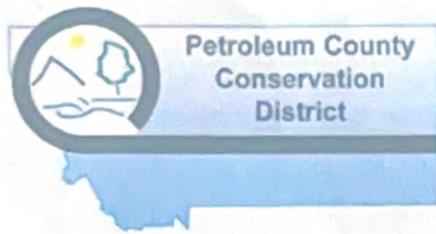
- A. *310 Application – Murnion:* Reviewed the Murnion 310 application. Rodney Rowton moved to approve Vince and Lana Murnion's 310 application; Ralph Corbett seconded. Motion passed. Site inspection is set for Thursday, March 20th at 2pm if that works for FWP.
- B. *PID Letter of Support:* Ralph Corbett moved to approve the PCCD letter of support for the PID; Rodney Rowton seconded. Motion passed.
- C. *Office options:* Discussed updates with the bathroom issue in the office, and that there is no need to have an alternate office location due to no government shutdown.

ADJOURNMENT: Meeting adjourned at 7:02pm


Jay King, Chair


Laura Kiehl, Board Secretary


Trish J. Smith, District Administrator



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www.petroleumcd.org

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

March 26, 2025

Call to order: Chair Jay King called the regular meeting of the Petroleum County Conservation District to order at 5:05pm. Those present were Jay King, Butch Arthur, Rodney Rowton, Ralph Corbett, Laura Kiehl, and Brenda Brady. Others present in person were Brent Smith, CEMIST Program Manager; and Trish Smith, PCCD Administrator. Virtual attendees were Veronica Grigaltchik, DNRC CD Specialist; Molly Masters, MRCDC Coordinator; Skylar Stenson, Winnett ACES; Desi Seal, Winnett ACES; and Katie Lund, PCCD Fiscal Manager. Tye Lund was absent.

Approval of Minutes:

Jay King asked the board if there were any corrections to the minutes (three times). Seeing none, Jay approved the January 29, 2025 regular meeting minutes, February 25, 2025 special meeting minutes, February 26, 2025 regular meeting minutes and March 17, 2025 special meeting minutes. Motion passed.

Guest/Public Comment:

Partner Reports:

MRCDC: Molly discussed River Rendezvous event planned for late August/early September, based out of Malta. Will tour Milk River infrastructure from Dodson to past Vandalia. St. Mary's siphon project completion moved up from September to early July, ensuring water flow during the tour. Reported on the recent committee meeting with VCCD & PCCD in regards to the MRWA, and VCCD/PCCD MOU; clarified understanding of communication flow and approval processes with the CD as fiscal manager. CMR CWG – Activities postponed; group to reconvene in 1-2 months, reducing meeting frequency from 5-6/year to 1 or 2 per year. Focus on stakeholder updates and potential fall tour. Discussed the MRCDC work plan and budget; aiming for approval at the April 22 meeting, plan to submit to DNRC after approval. Considering purchase of a drone, avoiding the DJI brand. Need to purchase by June 30. Gave a Fox Hills Aquifer update.

MWC: No report

MSGOT: No report.

MSU Extension: No report.

DNRC: Veronica stated that the Admin grant application is now open; preliminary budget info is available and resources provided for calculating mill levy. Funding threshold is around \$60K again; trust

still accumulating slowly. CDs encouraged to submit full budget/requests. Application requirements – planning document, completed accountability assessment. 310 reports can be submitted along with the admin grant application. Project/Pollinator/Planning grant applications are all in; approx. \$202K in requests (7 apps, including CEMIST), but only \$64K available to award. Grant hearings will be April 18; would be good for supervisors to support CEMIST at the grant hearing. Can add comments if unable to speak in person.

NRCS: Trish read Reba's note. Two EQIP applications (timber thinning projects) have been pre-approved. Will be working on contract documents. Ongoing fieldwork.

Pheasants Forever: No report.

Winnett ACES: Desi stated that they had a successful goal-setting session March 5; follow-up session is scheduled for April 3 with the ACES board and staff. Montana Main Streets program is scheduled for March 28. 55 Main project is progressing; on track for rental availability by Memorial Day, contractor scheduling and supply procurement ongoing. Conservation program is currently not accepting applications due to funding constraints. Reassessment planned for May. Working on program and committee changes to better align with goals. The Ranch bootcamp that Jen Solf is working on will be starting in May. Pasture Walks start May 14th and then every 2nd Wednesday of the month going forward. May Pasture Walk coincides with Ladies Day. Brenda stated that it would be good if ACES and the PCCD could have a planning discussion; look at priorities, how to work together and not overlap events. Desi suggested 2 meetings a year, starting July. This would help with coordinating on water projects once the water coordinator is hired and leverage different funding sources and staff recourses. Trish was asked to join the ACES education committee; Trish agreed. Skylar stated weather conditions have been favorable for property visits and monitoring activities.

CEMIST: Brent stated they had their monthly meeting today and mainly budget and funding projections were discussed. Currently CEMIST staff has 5 months of funding remaining, once the LMCD TA Grants funds come in that will be about 9 months of additional funding for salary. This will be the last year TA funds are available to CEMIST. CEMIST applied for the CDB project grant, with a full ask of \$50,000. The CEMIST application is very strong with a lot of support letters from partners and CDs. We will be asking to amend the DNRC AIS grant to more "citizen science" and less early detection and monitoring. MT FWP AIS Bureau reported that their WIS have already stopped 2 mussel fowled boats of the 250 boats coming through the Dillon Station.

BLM: No report.

Supervisor Reports:

Brenda Brady: Discussed the NACD stewardship week in April. Next year the CD should plan something.

Laura Kiehl: Discussed the Senate Bill 472; they are addressing 310 law penalties. Proposed change: increasing penalty from \$500 to \$5,000 day for permit violations. Maximum penalty remains at \$50K (not increasing to \$150K as originally planned). Amendment added exempting SMC logging from penalties.

Ralph Corbett: Stated that the Director of Central MT Tourism will be meeting folks at the 55 Main building Friday for the MT Main Streets program.

Jay King: Discussed the Virtual Fencing workshop. Jay has been visiting with virtual fencing representatives. Suggested featuring a two-session format (3-5 PM geared towards agencies, 6-8 PM for producers) with participation from four major virtual fencing companies. Consider a dinner break between sessions – possibly see if a vendor(s) could sponsor the dinner and offer giveaways. Each representative give a 10-15 minute presentation in the earlier session; tables set up for individual discussions. Main presentation will be put on by Sam Wyfells later in the evening. Jay will coordinate with Trish on vendor involvement.

Rodney Rowton: No report.

Butch Arthur: Stated that Patrick Plantenberg made it to Winnett and will be putting on tree presentations the next day at the school and community center.

Tye Lund: No report.

Governance Calendar (Current Month): Reviewed Governance Calendar for March. Discussed the MACD dues payment that will be due soon (last year was May) for \$4K. Veronica discussed submitting meeting minutes to the county and DNRC; Trish stated that she submits minutes to the county and DNRC after they are signed. Late this last time since minutes are just being signed at the current meeting.

Old Business:

- A. McDonald Irrigation – No update.
- B. Long Range Plan – Decision to postpone further work on the long-range plan for now; tabled until a future meeting but will keep on Old Business. Jay emphasized finalizing the format before investing too much time.
- C. Water Conservation Coordinator Job Announcement – Discussed edits including adding logos of funding partner organizations at the bottom of the announcement, clarifying flexibility of the start date, revising language regarding the watershed plan, etc. Brenda Brady moved to approve the Water Conservation Program Coordinator job announcement as edited; Butch Arthur seconded. Motion passed. Trish will post the job announcement April 1, so it will be posted two weeks before closed.
- D. Sponsorship of Ranch Boot Camp – approve amount, Butch Arthur moved to sponsor the Ranch Boot Camp in the amount of \$2,500; Ralph Corbett seconded. Motion passed.
- E. VCCD/PCCD MOU approval – Brenda Brady moved to approve the VCCD/PCCD MOU; Rodney Rowton seconded. Motion passed.

New Business:

- A. 310 Updates
 1. Murnion 310 permit – Laura discussed the site visit and recommended approving. Ralph Corbett moved to approve the 2025-1 Murnion 310 permit; Brenda Brady seconded. Motion passed.
- B. Administrative Grant – Rodney Rowton moved to have an admin grant/budget special board meeting on April 16th, 5pm and regular board meeting April 23rd, 4pm; Brenda seconded. Motion passed. Will have pizza during the special meeting.
- C. PCCD Budget – See above.
- D. MCDEO Dues (\$30/employee)- Brenda Brady moved to pay MCDEO Dues for Trish, Molly & Brent; Ralph Corbett seconded. Rodney Rowton abstained. Motion passed.

- E. PCCD Mission Statement – Brenda Brady moved to amend our mission statement to align with what was used in the WCPC job announcement; Ralph Corbett seconded. Motion passed.
- F. WMG Grant Management Plan – Discussed the CD grant management plan. Trish made the edits. Will send to Melissa with DNRC to get feedback, and then get signed and send back to her if approved.

Administrative:

A. Grant & District Updates:

- 1. Tree Presentation Mar 27 – PCCD fee/water – Jay King moved to use CD funds to purchase snacks and water for the Tree Presentation event; Ralph Corbett seconded. Motion passed.
- 2. April 22 – Lodgepole Earth Day Event (CEMIST) – Board agreed that Trish could attend this event at the CEMIST table; and call in to the MRCDC meeting during the event.
- 3. April 28-29 Envirothon help:
Brenda Brady moved to allocate up to \$850 for a sourdough workshop, and later amended the amount up to \$1000; Butch Arthur seconded. Motion passed.

Financial:

Katie gave a brief overview of the CD and MRCDC bills.

- A. **Petroleum CD** Ralph Corbett moved to pay the PCCD unpaid bills; Brenda Brady seconded. Motion passed.
- B. **Missouri River CD Council** Ralph Corbett moved to pay the MRCDC unpaid bills; Laura Kiehl seconded. Motion passed.

Correspondence: None.

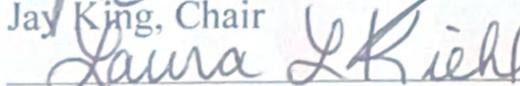
Governance Calendar: Reviewed Governance Calendar for April. Discussed adding Admin yearly review to the April meeting agenda.

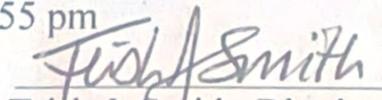
Announcements:

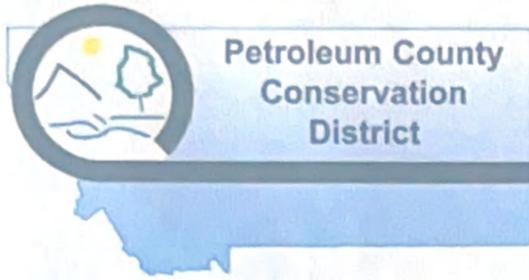
- A. Next Regular Board meeting: Wednesday, April 23, 2025, 4pm, PCCD Office. Special board meeting: April 16, 2025.

Approval of absences: Tye Lund was absent. Jay called for a vote on approving Tye Lund's absence. All voted in favor and his absence was approved.

ADJOURNMENT: Meeting adjourned at 7:55 pm


Jay King, Chair

Laura Kiehl, Board Secretary


Trish J. Smith, District Administrator



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Jay King – Chairman; Brenda Brady, Vice-Chairman; Laura Kiehl – Secretary/Treasurer/MRCDC
Ralph Corbett – Urban Supervisor, Rodney Rowton – Rural Supervisor,
Butch Arthur – Urban Supervisor, Tye Lund – Supervisor

April 16, 2025

Call to order: Vice Chair Brenda Brady called the special PCCD meeting to order at 5:30pm. Those present were Brenda Brady, Rodney Rowton, Laura Kiehl, Ralph Corbett, Butch Arthur and Tye Lund. Others in attendance were Brent Smith, CEMIST; and Trish Smith, PCCD Administrator. Jay King was absent.

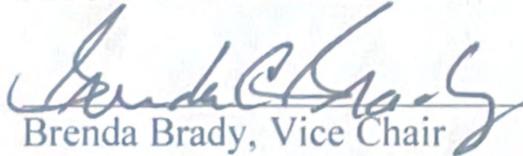
Old Business:

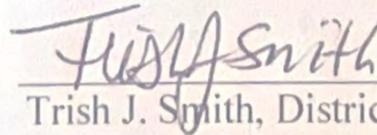
- A. *Admin Grant* – The Admin grant and draft budget were discussed. Several adjustments were made to the FY26 budget (attached).
- B. *Budget* – Butch Arthur moved to approve the draft FY26 budget; Rodney Rowton seconded. Motion passed.

New Business:

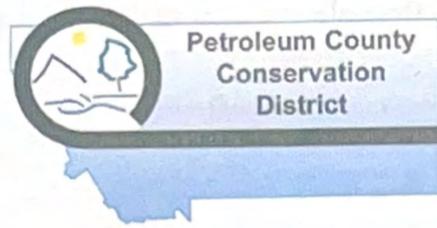
- A. *310 permit – 2025-2_Cook* – Everyone looked over the 2025-2 Cook 310 application. Laura Kiehl moved to approve the application; Ralph Corbett seconded. Trish will visit with FWP on the application and if a site visit is necessary. Motion passed.
- B. *Water Conservation Program Coordinator position interviews*- Looked over applications. Discussed putting together a hiring panel, and decided that the hiring panel will be the PCCD board. Will continue discussion on the applications and schedule interviews at the April Regular Board Meeting, April 23.

ADJOURNMENT: Meeting adjourned at 6:46pm


Brenda Brady, Vice Chair


Trish J. Smith, District Administrator


Laura Kiehl, Board Secretary



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

April 23, 2025

Call to order: Supervisor Rodney Rowton called the regular meeting of the Petroleum County Conservation District to order at 4:02pm. Those present were Rodney Rowton, Ralph Corbett, and Tye Lund. Jay King called in for quorum during minutes, and Old/New Business. Others present in person were Brent Smith, CEMIST Program Manager; Veronica Grigaltchik, DNRC CD Specialist; Molly Masters, MRCDC Coordinator; Mike Lucas, NRCS; Reba Ahlgren, NRCS; Katie Lund, PCCD Fiscal Manager; and Trish Smith, PCCD Administrator. Virtual attendees were Skylar Stenson, Winnett ACES; and Jay King. Laura Kiehl, Brenda Brady and Butch Arthur were absent.

Approval of Minutes:

Ralph Corbett moved to approve the March 26, 2025 meeting minutes; Tye Lund seconded. Motion passed. Ralph Corbett moved to approve the April 16, 2025 special meeting minutes; Tye Lund seconded. Motion passed.

Guest/Public Comment:

Partner Reports:

MRCDC: Molly handed out the 2024 MRCDC annual report, and put on a short presentative giving a general overview of the Missouri River Conservation Districts Council. Discussed her role as the Coordinator, MRCDC history, concerns, goals and highlighted several projects/meetings. MRCDC encompasses 15 Conservation Districts across the Missouri River. Discussed the current legislative sessions that the MRCDC is involved in.

MWC: No report

MSGOT: No report.

MSU Extension: No report.

DNRC: Veronica discussed permissive Mill Levy's and the possibility to help bolster the PCCD's health/living stipend, CDA FY26 grant deadline and process, and pool options with MACD health insurance.

NRCS: Mike discussed that we really don't have an update on the reorganization going on. Petroleum county has three preapproved EQIP applications. two are doing conifer encroachment. One is for stock water infrastructure and prescribed grazing. We are working towards getting these obligated. Inventory

work this summer. Trying to scale back funding pools and removing redundant or low participation TIPS. Will be removing GFA save our soils TIPS from Fergus and Petroleum County. Mike is helping out with SDC duties in the Malta/Glasgow work unit.

Pheasants Forever: No report.

Winnett ACES: No report

CEMIST: Brent stated CEMIST/PCCD submitted the final quarterly report/reimbursement and final report for the DNRC CEMIST education & outreach coordination grant. It will be closed out this week with the DNRC. Yesterday, Trish and Brent went to Lodgepole for the Fort Belknap Earth Day event, 240 kids, next week Envirothon in GF, CEMIST monthly meeting next Wed. TA24 grants MOUs are starting to be sent out, so CEMIST and LMCD should see their MOU soon. Last week CEMIST testified for their DNRC project grant. DNRC should be making decisions by early next week.

BLM: No report.

Supervisor Reports:

Brenda Brady: No report.

Laura Kiehl: No report.

Ralph Corbett: No report.

Jay King: No report

Rodney Rowton: No report.

Butch Arthur: No report.

Tye Lund: No report.

Governance Calendar (Current Month): Reviewed Governance Calendar for April.

Old Business:

- A. McDonald Irrigation – No update.
- B. Long Range Plan – No update.
- C. Water Conservation Coordinator Job- Two applications were received. The CD board will set up interviews for both applicant; public notice meeting as a closed session. A board member will need to keep minutes. Will bring recommendation to the regular CD board meeting in may for vote and hiring. Jay King moved to hold interviews for the two applicants; Tye Lund seconded. Motion passed. Veronica will send standard hiring questions.
- D. CD Admin Grant application – Tye Lund moved to approve the CDA FY26 Admin grant application, requesting \$62,147; Ralph Corbett seconded. Motion passed.
- E. CD Budget – Tye Lund moved to approve the CD budget for FY26; Ralph Corbett seconded. Motion passed.

New Business:

- A. 310 Updates – none.
- B. MACD dues- Tye Lund moved to approve \$4000 for MACD dues and \$35 for Bridger Plant Material sponsorship; Ralph Corbett seconded. Motion passed.
- C. MWCC membership – Jay King moved to pay for a MWCC membership; Ralph Corbett seconded. Motion passed.
- D. Employee hours – Katie discussed comp and credit hours, in regards to overtime. It is not clearly written in the CD's policy handbook, so it will need to be updated. Tye

- Lund moved to table until the next meeting; Ralph Corbett seconded. Motion passed.
- E. Extending Irrigation Outreach Specialist contract – Ralph Corbett moved to approve Extending the Irrigation Outreach Specialist contract; Rodney Rowton seconded. Motion passed.
 - F. Admin Annual review – Ralph Corbett moved to schedule the Admin Annual review meeting for May 20, 2025, 1pm; Tye Lund seconded. Motion passed. Session will be closed and any recommendations will be brought to the regular board meeting to be voted on.

Administrative:

- A. **Grant & District Updates:** Discussed the five upcoming events June – Sept. Went over the Admin monthly April report. April was busy with grant reporting, event planning, tree orders (1200+), attending meetings/events, and working on the Spring CD newsletter.

Financial:

- Katie discussed the CD's current insurance; doesn't cover board members but the special districts director's coverage does. It was decided to not add this insurance.
- A. **Petroleum CD** Ralph Corbett moved to pay the PCCD unpaid bills; Tye Lund seconded. Motion passed.
 - B. **Missouri River CD Council** Ralph Corbett moved to pay the MRCDC unpaid bills; Tye Lund seconded. Motion passed.

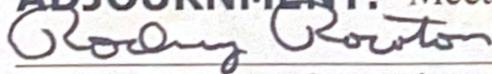
Correspondence: None.

Governance Calendar: Reviewed Governance Calendar for May. Admin review and submitting the CDA FY26 Admin grant.

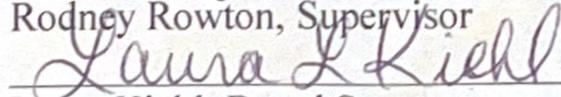
Announcements:

- A. Next Regular Board meeting: Wednesday, May 28, 2025, 5pm, PCCD Office. Special board meeting (closed session): May 20, 2025, 1pm, PCCD Office (Admin review)
- Approval of absences:** Brenda Brady, Butch Arthur and Laura Kiehl was absent. Rodney Rowton called for a vote on approving Brenda Brady's absence. All voted in favor and her absence was approved. Rodney called for a vote on approving Butch's absence. Three were in favor, one opposed. His absence wasn't approved. Rodney called for a vote on approving Laura Kiehl's absence. All voted in favor and her absence was approved.

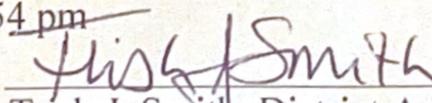
ADJOURNMENT: Meeting adjourned at 5:54 pm



Rodney Rowton, Supervisor



Laura Kiehl, Board Secretary



Trish J. Smith, District Administrator



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Supervisor, **Butch Arthur** – Urban Supervisor, **Tye Lund** – Supervisor

May 28, 2025

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, Ralph Corbett, Butch Arthur, Tye Lund, and Laura Kiehl. Others present in person were Brent Smith, CEMIST Program Manager; Reba Ahlgren, NRCS; and Trish Smith, PCCD Administrator. There were no online attendees. Rodney Rowton was absent.

Approval of Minutes:

Ralph Corbett moved to approve the April 23, 2025 meeting minutes; Tye Lund seconded. Motion passed.

Guest/Public Comment:

Partner Reports:

MRCDC: Laura provided an update on the MRCDC quarterly meeting held in Manhattan on May 27. Cameron is conducting interviews with irrigators affected by the Fort Peck test flows, with 25-35% of surveys completed among 90 participants, revealing widespread feelings of loss, particularly concerning pump station issues and access. Program is not funded by the federal government so counting on MRCDC to fund Cameron. There will not be a test flow this summer. The River Rendezvous is scheduled for August 25-26 in the Malta area, with tours from Malta to Dodson Bladder and Vandalia Dam. Laura also mentioned the new Water Conservation Program Coordinator position, potentially aiding the flowing artesian well project. There was a presentation from Melissa Maggio with MT Biocontrol program. They have been gathering Leafy Spurge in the Grass Range area. Printable info sheets are on their website. She also discussed the use of Hounds Tongue Mite for controlling Hounds Tongue and the development of mites for Cheat Grass and Medusahead, though Montana is not funding these efforts. Additionally, oil and gas development has increased in eastern Montana, and the Flood Plain Act is open for amendment suggestions. Garfield County CD is receiving numerous requests for Mesonet stations.

MWC: No report

MSGOT: No report.

MSU Extension: No report.

DNRC: Looked over DNRC report.

NRCS: Reba stated that they are finishing up their preapproved EQIP applications to be obligated soon. Continuing to work on pipeline designs and get those delivered to producers for implementation this summer along with other contract projects. Kyle Tackett is currently serving as the acting State Conservationist until Friday; uncertain if it will be extended. Daily tracking of office attendance is still ongoing, with no purchasing or travel allowed, and no updates regarding restructuring. No office updates.

Pheasants Forever: No report.

Winnett ACES: Brenda stated that the Ranch Boot Camp went really well. It will be in the Malta area next year; alternating between Malta and Winnett. Laura stated that the RSA purchased land and ACES might be involved (not monetary). The Land Stewardship Alliance received a grant to help young producers get started and be able to lease property. Property came available north of Malta. RSA had an opportunity and will be purchasing and running as a Grass Bank. A Winter Grazing workshop will be held in August and Pasture Walks will be held every 2nd Wednesday. The next Pasture Walk will be June 11, after the Ladies Day on the Range event.

CEMIST: Brent stated yesterday he stopped by the Lewistown Eastern Heath Snail (EHS) population. They are moving and massing within the original area. Some snails were observed along the northern perimeter along the irrigation canal. There were some snails on a concrete diversion's vertical surface. These snails would be below the water line and have potential to be washed "downstream." He has been in contact with MDA about expanding the survey area down the canal. CEMIST will be attending the Montana Grain Growers Associations (MGGA) Spring Board meeting in Great Falls next week to discuss prevention and management of the EHS.

BLM: No report.

Supervisor Reports:

Brenda Brady: No report.

Laura Kiehl: Discussed the Ranch Boot camp, and the Agri Best Auto Weigher for livestock. Add an attractant on the equipment such as molasses or minerals. It weighs the animal and sends the data to the Cloud and data is accessible from their app.

Ralph Corbett: No report.

Jay King: Talking to Gage Iverson – carbon credits looking into. Maybe at Virtual Fencing workshop ask if folks would be interested and if so, put on a workshop in the fall. Maybe a good time to combine Tye's guy and carbon credit guy. Reba – Kendall might be working on something like this already.

Rodney Rowton: No report.

Butch Arthur: Discussed his unexcused absence; thinks there needs to be some definition on excused/unexcused. He did inform Trish that if he was able to make the meeting, he would be late. He did call later stating he would be able to come in if the meeting was still going, but the meeting was over.

Tye Lund: Discussed his conversation with Cord Anderson from Chinook who works for CKP, specializing in PRF & LRP (drought insurance). He is willing to come and put on a presentation in

Winnett, and would sponsor a dinner. Discussed Screw Work. Screw worm; read article about how got rid of them, keeping at bay by putting out sterilized worms. They are moving up to the Mexico border. Laura gave a little history on the screw worm. Texas facility is going to be producing millions of sterile screw worms. They can kill humans and animals within 10 days.

Governance Calendar (Current Month): Reviewed Governance Calendar for May.

Old Business:

- A. McDonald Irrigation – No update.
- B. Long Range Plan – Will plan a future special meeting to discuss the Long Range Plan.
- C. Water Conservation Coordinator Job – Laura stated that PID might be interested to collaborate with the new hire and will have job possibilities for her. Also, would like the new Coordinator to figure out who the DNRC water planner is for our area.

New Business:

- A. 310 Updates – Trish stated that the Cook site inspection was rescheduled for June 17.
- B. CEMIST/PCCD MOU – Brent discussed the MOU; omitted the old 501c3 verbiage. The Council approved the MOU and Steve Wanderaas signed it. Ralph Corbett moved to approve the CEMIST/PCCD MOU; Laura Kiehl seconded. Motion passed.
- C. CEMIST/PCCD CDB Project Grant 2026 – Brent stated that CEMIST was awarded 75% of their ask for the project grant. Currently the contract is being routed at the state level. Reportables are clearly defined. Planning to put on an annual invasive grasses workshop in Petroleum County; bring applicators in. Brenda Brady moved to approve the revised CEMIST/PCCD CDB Project Grant 2026 budget; Ralph Corbett seconded. Motion passed.
- D. MWC admin contract renewal – Laura Kiehl moved to approve and sign the MWC Admin Contract renewal; Brenda Brady seconded. Motion passed.

Administrative:

- A. **Grant & District Updates:** Looked over the Admin Monthly report. Discussed having all CD employees send monthly reports for board meetings. Currently this is being done by the Administrator, MRCDC Coordinator, and the CEMIST Program Manager. This will be requested of the MWC Coordinator and the Water Conservation Program Coordinator also. Discussed tree sales, upcoming events, tree planter & No-Till Drill rentals, the current office situation, and workman's comp/admin health, etc.

Financial:

- A. **Petroleum CD** Laura Kiehl moved to pay the PCCD unpaid bills pending review of the financial report via email; Ralph Corbett seconded. Motion passed.
- B. **Missouri River CD Council** Laura Kiehl moved to pay the MRCDC unpaid bills; Ralph Corbett seconded. Motion passed.

Correspondence: None.

Governance Calendar: Reviewed Governance Calendar for June.

Announcements:

A. Next Regular Board meeting: Wednesday, June 25, 2025, 5pm, PCCD Office.

Approval of absences: Rodney Rowton was absent. Jay King called for a vote on approving Rodney Rowton's absence. All voted in favor and his absence was approved.

EXECUTIVE SESSION (Closed Session):

- A. May 19, 2025, Special Meeting minutes approval – Closed session minutes attached separately.
- B. May 20, 2025, Special Meeting minutes approval – Closed session minutes attached separately.
- C. Water Conservation Coordinator Job – Closed session minutes attached separately.

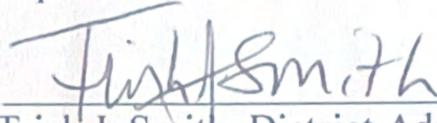
ADJOURNMENT: Meeting adjourned at 7:43pm



Jay King, Board Chair



Laura Kiehl, Board Secretary



Trish J. Smith, District Administrator



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June 25, 2025

Call to order: Chair 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, Butch Arthur, Tye Lund, and Laura Kiehl. Others present in person were Brent Smith, CEMIST Program Manager; Desi King, Winnett ACES; Veronica Grigaltchik, DNRC CD Specialist; and Trish Smith, PCCD Administrator. Virtual attendees were Molly Masters, MRCDC Coordinator; and Allison Martin, MWC Coordinator

Approval of Minutes:

Ralph Corbett moved to approve the May 28, 2025 meeting minutes; Brenda Brady seconded. Motion passed.

Guest/Public Comment: None.

Partner Reports:

MRCDC: Molly discussed the River Rendezvous event that is set for August 25-26. The MRCDC Quarterly meeting will be the morning of the 25th, and the 1st tour will be that afternoon. The rest of the tour will be the following Tuesday morning. Tours will be from the Milk River irrigation to Vandalia Dam. Registration opens July 1 and closes August 8.

MWC: Allison stated that they had a Roundup Reach member meeting in June. Working on the Bear Collins reclamation site. Had a Tour with congressmen, including Senator Danes in May, toured the Cushman projects. Getting nonprofits together to discuss funding options due to government cuts. Congressmen open to do letters of support for grants. Working on gaging stations. Salinity monitoring is up and running. Discussed performance review in April and future performance review logistics.

MSGOT: Trish stated that the MSGOT site inspections have been moved to July 14-15.

MSU Extension: No report.

DNRC: Veronica discussed a grant kickoff meeting. The purpose is to keep the board informed of grant reporting needs in case a project manager leaves. Discussed the CEMIST grant that is good for a year, expires September 26. Quarterly reports through submittable; final report (90 days after grant closes). Deliverables include meetings, outreach materials, and budget. Can extend or amend if needed. Went over Brent's last grant application. CEMIST received 75% of their ask; highest scoring application. Grant agreements template is changing in the future.

NRCS: Laura stated that Gayle Norman is going to be the acting State Conservationist.

Pheasants Forever: No report.

Winnett ACES: Desi reported that Jen Solf is currently finalizing the Ranch Boot Camp, including the photobook and sending out thank you notes. Planning is also underway for next year's event. The pasture walk on June 11th focused on BDAs with the youth, along with activities like nature journals, scavenger and nature hunts. Program Committee will meet in July. The 55 main project is nearing completion, with final touches, such as painting the first floor. Expected to be finished by July 4th. The phone booth from the MT Phone Booth Project has been placed on the property. Kendall has been busy in the soil health program; planning a soil summit and pasture walks are the 1st Wednesday of each month. Skylar has been working on obligations and contracts with NRCS, as well as program development. The Musselshell bank stabilization project is moving forward with a new project manager from Hamilton. Met with Clint Smith (FWP) and Rodney June 20. Discussed redesigning the project with alternative proposals. There is enough funding for 750 feet of bank stabilization, but adjustments will be necessary depending on brush matrix (1-3 feet). Plan is to start mid-September. Committees will engage in goal-setting sessions this fall. Emra Grazing school is set for August 10. Grazing workshops are scheduled for August 21-23 in Malta, Winnett, and Winifred. The MWCC symposium will take place from September 16-18, followed by a "Connecting with Landowners" event in Winnett. A podcast series featuring succession stories, including expert panels, is planned for November. Would like to revisit the conversation this spring on having a collaboration meeting with the PCCD on education and outreach; shooting for September.

CEMIST: Brent stated that his update/report is in the meeting packet.

BLM: No report.

Supervisor Reports:

Brenda Brady: Attended the Range Tour in June. Eric and Emma Wicken received the MT Leopold Conservation award and they are involved with the Savery Institute.

Laura Kiehl: Enjoyed attending the Range Tour last week. Petrolia Irrigation District funding is coming along. They need a letter from PID stating that they are committed to the next 50 years. Moving forward on the ditch realignment project and putting in headgates.

Ralph Corbett: No report

Jay King: Discussed the Virtual Fencing workshop. Thought the presenters did well, but was expecting a better turnout due to the outreach efforts and interest in the event.

Rodney Rowton: No report

Butch Arthur: No report

Tye Lund: Attended the FWP Conservation Easement Meeting. Easements are 30-40 years and ranchers do not need to change their operation, but need to allow so many fishing and hunting days. Hunters/fishers have to call and make an appointment with the landowners and if they are reported going off road, the game warden will ask them to leave and give them a ticket. No building or plowing under. Example: 12K acres for 40 years = \$200K.

Governance Calendar (Current Month): Reviewed Governance Calendar for June. Everything has been completed.

Old Business:

- A. McDonald Irrigation – Laura stated that the McDonald Irrigation project should be receiving RRGL funding as it was listed with PID on the rating sheet.
- B. Long Range Plan – Will plan a future special meeting to discuss the Long Range Plan; start planning the meeting in September.
- C. Water Conservation Coordinator Job – After letter of hire, and paperwork with Katie, will give Lesley ideas of trainings and work to start on. Brenda stated that we need to have a meeting to put together a work plan. Ideas include helping with the River Rendezvous, 310 inspections, MWCC in September, current projects (PID, McDonald, Musselshell, etc.), and attending SET State Training in August. Brenda read hire letter she drafted. Ralph Corbett moved to approve the position offer letter pending revisions by Brenda and reviewed by the board; Tye Lund seconded. Motion passed.

New Business:

- A. 310 Updates – Cook Permit approval – Laura and Trish discussed the site visit. Rodney Rowton moved to approve the Cook 310 permit; Ralph Corbett seconded. Motion passed.
- B. MRCDC Coordinator Telework Agreement – Molly discussed the updated agreement; same as before. Trish will send the board the agreement. MRCDC did approve at their May Quarterly meeting. Brenda Brady moved to approve the MRCDC Coordinator Telework Agreement; Laura Kiehl seconded. Motion passed.
- C. MRCDC Coordinator pay and living stipend increase – Laura stated that MRCDC is recommending a 4% raise, and an additional \$300 stipend/mth starting July 1, but it depends on funding. If funding doesn't come in, will not do the stipend increase. Laura Kiehl moved to give Molly a 4% pay increase and an additional \$300 increased living stipend/mth to (\$400 living stipend total), starting July 1, 2025, pending approval of the new budget; Ralph Corbett seconded. Discussed personnel policy verbiage changes in regards to living stipends. Motion passed.
- D. DNRC Grant Application for MRCDC – Molly went over the grant application that is due June 30. Won't be used until October 1st. MRCDC did approve it to be submitted. Authorizing statement will need to be signed by Jay. Brenda Brady moved to approve the DNRC Grant application for MRCDC; Laura Kiehl seconded. Motion passed. Brenda Brady moved to send a letter of recommendation for the MRCDC DNRC grant; Laura Kiehl seconded. Motion passed.
- E. MRCDC FY2026 Budget – Molly discussed the updated MRCDC FY2026 budget; asking for \$120K. MRCDC Council approved the budget. Rodney Rowton moved to approve the MRCDC FY2026 Budget; Brenda Brady seconded. Motion passed.
- F. MRCDC-PCCD MOA – Ralph Corbett moved to approve the MRCDC-PCCD MOA;

Brenda Brady seconded. Motion passed. Trish will get scanned and sent on for signature after she gets the final version from Molly.

G. Admin pay raise – Butch Arthur moved to offer the administrator a 4% pay raise, effective June 1, 2025; Ralph Corbett seconded. Rodney Rowton abstained. Motion passed.

H. Office needs – Discussed other office locations and options if the current office location is not remedied soon.

Administrative:

A. **Grant & District Updates:** Brenda Brady moved to approve giving the bar a 20% gratuity for the Virtual Fencing meal; Ralph Corbett seconded. Motion passed. Discussed Kid's day – decided to try and keep it in September due to the spring being busier. Discussed SET State Training and was decided a good event for Lesley Rolls to attend. Brenda asked about the storage container maintenance; Brent stated that he takes care of the mowing. Jay discussed travel reimbursement being changed from Winnett to Mosby for the admin since the office is currently closed. Discussed changing the personnel policy verbiage to "from Duty Station" for travel. Ralph Corbett moved, due to extenuating circumstances, while the Winnett office is closed, administrator travel will be from her home office; Laura Kiehl seconded. Motion passed. Will set up a personnel policy meeting for stipend and travel.

Financial:

A. **Petroleum CD** Katie discussed financials. Ralph Corbett moved to pay the PCCD unpaid bills; Brenda Brady seconded. Motion passed.

B. **Missouri River CD Council** Ralph Corbett moved to pay the MRCDC unpaid bills; Brenda Brady seconded. Motion passed.

Brenda Brady moved to transfer \$2500 into savings (annual transfer); Ralph Corbett seconded. Motion passed.

Correspondence: None.

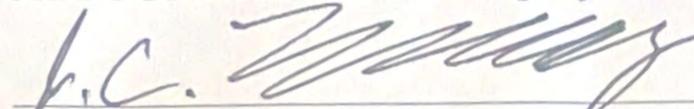
Governance Calendar: Reviewed Governance Calendar for July. Will visit with Skip Ahlgren and Sig Pugrud and start looking into a date for the Pasture Golf event.

Announcements:

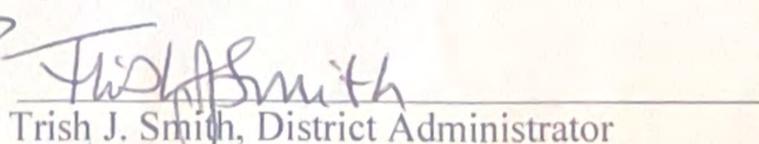
A. Next Regular Board meeting: Wednesday, July 30, 2025, 5pm, TBD. Consider PCCC for the next meeting.

Approval of absences: All board members were present.

ADJOURNMENT: Meeting adjourned at 7:50pm


Jay King, Board Chair


Laura Kiehl, Board Secretary


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*, **Tye Lund** – *Supervisor*

July 30, 2025

Call to order: Chair Jay King called the regular meeting of the Petroleum County Conservation District to order at 5:10 pm. Those present were Jay King, Brenda Brady, Rodney Rowton, Ralph Corbett, Butch Arthur, Tye Lund, and Laura Kiehl. Others present in person were Reba Ahlgren, NRCS; Laura Nowlin, Winnett ACES; and Katie Lund, PCCD Fiscal Manager. Virtual attendees were Veronica Grigaltchik, DNRC CD Specialist; and Molly Masters, MRCDC Coordinator.

Approval of Minutes:

Ralph Corbett moved to approve the June 25, 2025, meeting minutes as corrected; Rodney Rowton seconded. Motion passed.

Guest/Public Comment: None.

Partner Reports:

MRCDC: Molly reported that they have only received a handful of registrations for the River Rendezvous event so far; deadline for registrations is August 8th. Discussed the DNRC grant; \$10,400 reduction in funding for FY26; total awarded was \$100K. Grant period is Oct 1 to June 30, and the current grant (707) was extended 3 months so will help with the budget shortfall. Katie discussed Molly's 4% salary increase effective July 1; hourly rate increased to \$35.80 to incorporate the additional living stipend increase. PCCD will pay \$100 per month for the living stipend; agreed to prior.

MWC: Brenda read Allison's emailed report.

MSGOT: Schultz monitoring was completed July 14th. Haywire will be completed August 13.

MSU Extension: No report.

DNRC: Veronica reported that MACD has taken over providing legal services previously handled by DNRC, with a procurement process for legal counsel ongoing. New Model Operations policies and procedures have been launched, with Q&A sessions to be held for further clarification. Project grants are due October 15. Project grants were highly competitive last cycle. Working on the PCCD Admin grant (\$59,847); still need to route so will be a few more weeks. Jay can sign by mid-Aug, and payments should be mid-Sept to Oct. Discussed including legal counsel fees in the next admin grant. Veronica noted that current admin grants may not be sufficient to cover substantial legal costs and outlined various options for obtaining legal counsel, including the county attorney. Two main areas highlighted for potential legal conflict (stream permitting and MSGOT leases). Jay and Brenda discussed inviting the county attorney to a future CD meeting.

NRCS: Reba reported that they have completed their obligations for the year and are starting new applications. Field work and projects getting installed. The new acting State Conservationist is Gayle Barry. She previously held a high-level position in a regional office. USDA is implementing a major reorganization plan, relocating employees from the National Capital Region to five hubs across the US (North Carolina, Missouri, Indiana, Colorado, and Utah), with the goal of reducing DC-based employees from 4,600 to less than 2,000.

Pheasants Forever: No report.

Winnett ACES: Laura N. reported that the first floor of the 55 Main building is almost complete. Jam session is scheduled for August 16; soft opening of the 1st floor also. Taylor Brown sent out invites for the "The Real Yellowstone" film in Billings Aug 3. Kendall put together a soil health event set for August 13. Asking folks to register. Cold Season Grazing Clinic with Cooper Hibbard set for Aug 23. There will be a storytelling event September 30. Working with HS students on how to tell their story; kids will have a chance to share what they have learned that evening for extra credit. There will be tours of the courthouse and 55 Main, and then a dinner. The Rowton Bank project is scheduled to start construction mid-September.

CEMIST: The Board looked over the CEMIST report in the meeting packet.

BLM: Laura N. discussed all the sagebrush dying in the area, and there was discussion on the potential causes.

Supervisor Reports:

Brenda Brady: No report.

Laura Kiehl: The System Improvement Plan with the Petrolia Irrigation District will be presented publicly tomorrow at the PCCC at 5pm.

Ralph Corbett: Gave Kudos to the folks involved in the latest Winnett Times feature on Petrolia Lake.

Jay King: Discussed the Rainmaker (cloud seeding) podcast. They use military grade drones instead of planes. More effective at snow than rain. Doing a lot of work in basins, Idaho, and Beaverhead. Received a call from Rebecca Boslough-King. She is resigning from MACD.

Rodney Rowton: No report

Butch Arthur: No report

Tye Lund: No report.

Governance Calendar (Current Month): Governance calendar was not in the meeting packet, so was not reviewed.

Old Business:

- A. McDonald Irrigation – Katie reported that the PCCD received the \$125K Renewable Resource grant. There are virtual sessions on how to receive the grant; the new Water Conservation Program Coordinator, Lesley Rolls, will watch the videos when she starts her position.

- B. Long Range Plan – Will plan a future special meeting to discuss the Long-Range Plan; start planning the meeting in September.
- C. Water Conservation Coordinator Job – Jay and Desi King visited with Lesley about her new position. She will start August 1 and will also attend the PID meeting July 31. Jay put together a work plan for her. Katie has been working on hiring paperwork. Brenda has the final hire letter and telework policy to be signed. Discussed Lesley attending SET training and the River Rendezvous. Katie will do an orientation with her next week.

New Business:

- A. 310 Updates – None.
- B. Pasture golf planning – Discussed potential dates. Looking at August 16 or 17. Laura N. suggested having it prior to the Jam session Aug 16, and that perhaps ACES should take over the responsibilities for the event. It was decided to continue with Pasture Golf as we have done in years past; CD purchases salad dishes from the bar, Board supplies burger, buns and condiments, etc., and Trish will advertise. Trish will reach out to ACES if any help is needed. Trish and Brent might be at a Dawson Volleyball game Aug 16. Jay will discuss with Trish and let ACES know of the two dates suggested for them to decide at the next ACES meeting.
- C. MWCC Watershed Symposium – Laura N. gave an overview of MWCC. The PCCD received \$5000 from MWCC for the Water Conservation Program Coordinator position. The Watershed Symposium will include many topics, including watershed restoration planning and storytelling. They will be in Winnett September 18th to tour projects. ACES will be putting on a connected event. ACES is asking the PCCD to have a board member on the panel to talk about successes in the last year and how they have been impacted by funding cuts, etc. ACES would cover three attendees' fees. Jay agreed to be on the panel. Jay, Lesley and one more will attend.

Discussed a future Planning/Coordination meeting with ACES and the PCCD. Shooting for September, possibly after the ACES goal setting session.
- D. PCCD Resolution proposals for MACD - None
- E. No-Till Drill discussion – Discussed the No-Till drill in depth, including the application and the entire rental process. Need to relook at the process and the drill rental inspection. Need to put together an after-rental inspection checklist after the drill is returned. Discussed the possibility of selling the drill due to the cost of maintaining it. Discussed options for inspections between renters. Will continue the discussion later this winter.
- F. Personnel Policy – Discussed the travel reimbursement language. Laura suggested to have the verbiage state *travel reimbursement to be determined by the board*. Katie shared an example of a mileage calculation policy from ACES. Katie suggested adding back in the signature page. There will be a future meeting to finalize the Personnel Policy.
- G. CD board attendance, ACES “Digging In” Soil health event 8/13 – General discussion on

the event and attendance.

Administrative:

A. **Grant & District Updates:** Looked over Trish's July admin report. Jay asked for an update on the possible audit. Katie stated that we need to get the rest of the grants closed out, and then will call for more information. The audit limit has been raised.

Financial:

Katie stated that the current checking account balance is \$62K, savings is \$31K and Accounts receivable is \$17K.

A. **Petroleum CD** Katie discussed financials. Ralph Corbett moved to pay the PCCD unpaid bills; Rodney Rowton seconded. Motion passed.

B. **Missouri River CD Council.** Ralph Corbett moved to pay the MRCDC unpaid bills; Rodney Rowton seconded. Motion passed.

Correspondence: None.

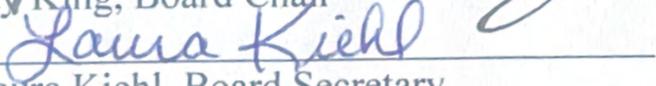
Governance Calendar: Governance calendar was not in the meeting packet, so was not reviewed.

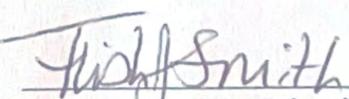
Announcements:

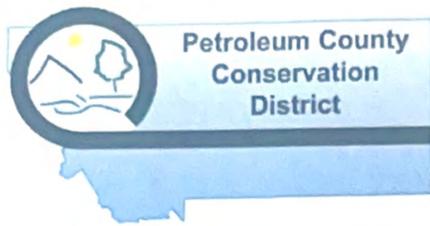
A. Next Regular Board meeting: Wednesday, August 20, 2025, 5pm, TBD. PCCC Rebecca Room.

Approval of absences: All board members were present.

ADJOURNMENT: Meeting adjourned at 7:23pm


Jay King, Board Chair

Laura Kiehl, Board Secretary


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, **Tye Lund** – Supervisor

August 20, 2025

Call to order: Vice Chair Brenda Brady called the regular meeting of the Petroleum County Conservation District to order at 5:02 pm. Those present were Jay King (Virtual), Brenda Brady, Rodney Rowton, Ralph Corbett, Butch Arthur, Tye Lund, and Laura Kiehl. Others present in person were Brent Smith, CEMIST Program Manager; and Trish Smith, PCCD Administrator. Virtual attendees were Veronica Grigaltchik, DNRC CD Specialist; Katie Lund, PCCD Fiscal Manager; and Desi King, Winnett ACES.

Approval of Minutes:

Ralph Corbett moved to approve the July 30, 2025, meeting minutes; Tye Lund seconded. Motion passed.

Guest/Public Comment: None.

Partner Reports:

MRCDC: Laura stated that the River Rendezvous is coming up August 25-26 in Malta; Quarterly meeting will be August 25th at 9:30am.

MWC: Rodney discussed the MWC meeting August 14th. Demi Blythe, with FWP, put on a fish presentation. Trish and Brent also attended the meeting.

MSGOT: Trish reported on the last range monitoring with MSGOT August 13th on the Haywire property. Downloaded the field map and Survey 123 apps, inputted all the data/photo points, and sent info on to MSGOT. They will compile all the data and send the final reports to be filed this year; next year Trish will be responsible for final reports. Discussed invoicing MSGOT for time/travel.

MSU Extension: No report.

DNRC: Veronica discussed upcoming events and deadlines. They will be having a CDB workgroup meeting. Certain grants, such as DNRC RRG, have Admin rules written for them; CDB does not. The process takes time, including stakeholder meetings and public comment periods. They are going to build rules off the Statute. August 28th will be the next meeting regarding CDB grants.

NRCS: Trish stated that NRCS and CD staff will be meeting the NRCS State Conservationist, Gayle Barry, August 22nd at the office. Jay will attend from the Board as well.

Pheasants Forever: No report.

Winnett ACES: Desi discussed upcoming events. Cold Season Grazing Clinic with Cooper Hibbard set for Aug 23 in Winnett. Watershed Symposium, with MWCC, will be September 16-18th in Billings and Winnett. Storytelling event is set for September 30 with filmmaker Lara Tomov. Succession stories panel event coming up in October. The soft opening for 55 main had 80 folks in attendance; in conjunction with Pasture Golf. Goal to have 55 Main open by October. The 1st floor ready to be rented. Kendall Morgan's soil health events have been well attended. Skylar will be moving forward with project designs and proposals in the Conservation Program. They have their policies and procedures in place but have had a lot of changes. The Musselshell Bank restoration project breaks ground September 15. Goal setting meeting for ACES will be September 8-10; 9th will be the "Working lands" portion and lunch will be provided. Afternoon meeting with partners to discuss regional goals. Collaborative meeting with ACES will be September 25, 4-5pm, prior to the CD meeting.

CEMIST: Brent stated that the CEMIST AIS-24-0059 grant amendment should be available in DocuSign soon from the DNRC. The amendment is just an extension to September 30, 2026. The grant should be completed and closed out prior to the term date.

Lesley Rolls, new Water Conservation Program Coordinator, is working through a task list from Jay and Veronica. A lot of reading through paperwork and getting an understanding of the CD and her position. She is currently at MCDEO SET training. At MCDEO training right now; Connecting with folks and getting an overview of CDs. Trish will add Water Conservation Program as an agenda item in Partner updates for the next meeting on.

BLM: No report.

Supervisor Reports:

Brenda Brady: No report.

Laura Kiehl: Kylie Thompson discussed with Laura exploring the Noxious Weed Trust Fund for a potential goat weed grazing program. Goats are effective against knapweed, Leafy spurge, Russian Olive, Whitetop, and potentially Saltcedar. Brent stated that the Trust Fund does not support equipment but might support designing plans, and the combination of goat grazing and herbicide application might be the most effective. Laura stated that for the complete elimination of Spurge, goats need to be present for up to eight years annually. The CD could possibly help with mapping weed patches. The Petrolia Irrigation District continues to have meetings; met with NRCS last week. Their grant program manager stated that the PID will need to come up with \$35 million with the current plan. They are going to pare down what needs to be done (bury the entire canal) to bring the amount down to \$5 million.

Ralph Corbett: No update.

Jay King: No update.

Rodney Rowton: No report.

Butch Arthur: No report.

Tye Lund: No report.

Governance Calendar (Current Month): Governance calendar reviewed. Highlighted items will be discussed later on the agenda under new business.

Old Business:

- A. McDonald Irrigation – September 3rd will be having a kickoff meeting with WWC Engineering.
- B. Long Range Plan – Will set a meeting this fall/winter after the ACES Collaborative meeting.
- C. Personnel Policy – Brenda discussed having a subcommittee (Two board members and Katie) to knock out the personnel policy in pieces. Veronica stated that MACD will be having a HR firm to help update their personnel policy, so it might be good to wait for the PCCD subcommittee meeting until after they update theirs.

New Business:

- A. 310 Updates – Re-signed corrected Board decision form for the 2025-2 Cook permit.
- B. Area 1 meeting CD board representative (voting) – Tye Lund moved to have Jay King be the voting representative (as long as virtual), if Laura is unable to go in person is as the voting member; Laura Kiehl seconded. Motion passed. Trish will check on a virtual option.
- C. Sept. board meeting date change (Area 1 meeting Sept 24) – discussed prior under “ACES” Partner update.

Administrative:

A. **Grant & District Updates:** Everyone looked over Trish’s August admin report. Trish stated it was a busy month with event planning, attending events/meetings; CD newsletter, spring grant final reporting, MSGOT and salinity monitoring, etc. Gave Kylie Thompson the old 2019 Petroleum CD map. Locked out of NRCS computer but working with NRCS to get back into it in the next week. Two land ownership book sales in the last week due to the newsletter. Put together a sponsor request letter for the MWC website for Allison to send out to participating CDs. Added as the admin/manager for the MT Conservation District Stories FB page. Put together sponsor banner for the River Rendezvous. Already getting interest in trees for next spring. September has three CD events planned.

Financial:

- A. **Petroleum CD** Ralph Corbett moved to pay the PCCD unpaid bills; Rodney Rowton seconded. Motion passed.
- B. **Missouri River CD Council** Katie discussed financials. Ralph Corbett moved to pay the MRCDC unpaid bills; Rodney Rowton seconded. Motion passed.

Brenda read the Mill Levy letter that Katie wrote up to be signed and submitted.

Correspondence: Trish stated that MRCDC received \$500 from MT Land Reliance for the River Rendezvous event.

Governance Calendar: Governance calendar was reviewed.

Announcements:

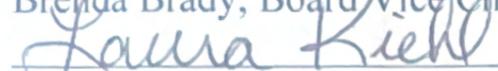
A. Next Regular Board meeting: Thursday, September 25, 2025 (after ACES Coordination meeting) 5pm, PCCC Rebecca Room.

Approval of absences: All board members were present.

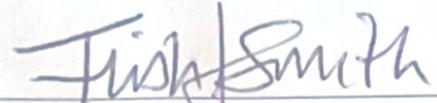
ADJOURNMENT: Meeting adjourned at 6:19pm



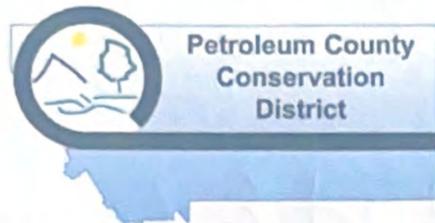
Brenda Brady, Board Vice Chair



Laura Kiehl, Board Secretary



Trish J. Smith, District Administrator



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Jay King – Chairman, Brenda Brady, Vice-Chairman & MSCA,
Laura Kiehl – Treasurer & MRCCDC, Ralph Corbett – Urban Supervisor, Rodney Rowton – Rural
Supervisor, Butch Arthur – Urban Supervisor, Tye Lund – Supervisor

September 24, 2025

Call to order: Chair Jay King called the combined meeting of the Petroleum County Conservation District and Winnett ACES to order at 4:07pm. The second regular meeting was called to order at 5:08pm. Those present were Jay King, Brenda Brady, Rodney Rowton, Ralph Corbett, Butch Arthur, Tye Lund, and Laura Kiehl. Others present in person were Lesley Rolls, PCCD Water Coordinator; Kendall Morgan, Winnett ACES; Laura Nowlin, Winnett ACES; Brent Smith, CEMIST Program Manager; Desi King, Winnett ACES; Austin Kiehl, Winnett ACES; Katie Lund, PCCD Fiscal Manager; and Trish Smith, PCCD Administrator. The virtual attendee was Jen Solf, Winnett ACES.

PCCD/ACES Collaboration Meeting (4pm): Joint meeting between ACES and the CD to discuss program updates, collaborative opportunities, and upcoming projects. Everyone introduced themselves, and ACES/CD employees gave a brief update on their current work:

Kendall – Soil Health Program that is currently in its 3rd year. Works with 5-7 ranches annually, providing one-on-one soil testing and analysis. Helps establish baselines and monitors changes in soil health over time. Conducts educational events, including a series of pasture walks. Four pasture walks were held this summer, covering topics such as low-tech process-based restorations, cattle nutrition, grazing, and reseeded pastures back to grassland with North 40 Ag. Participated in Ladies Day on the Range. Ashley Kiehl was hired as a consultant to conduct range monitoring; visited 9 ranches this summer. In-person gathering on October 7th to focus on discussing monitoring and grazing practices, and seasonal observations.

Jen – Collaborated with Kendall on youth pasture walks. Held a Cold Season Grazing Clinic. Restarted the Harvest of the Month program with the Youth Program. Planning Farm-to-School outreach activities for October. Will visit Lewis & Clark Elementary School in Lewistown and Roundup Elementary School. Upcoming “Connecting to Place through Story” event on September 30 in partnership with Stories for Action. Succession expert panel event scheduled for October 29. It will be recorded as a podcast in collaboration with Reframing Rural.

Laura N. – 55 Main building updates, including a new tenant in place, going through the application process. The goal is to open before the end of hunting season. The second floor will be a 3-bedroom apartment for short-term housing related to ACES projects. Hopefully finished by March. Available for rent by night or month, whole apartment or individual rooms.

Desi – Rangeland Improvement Program (RIP) is being overseen by Skylar Stensen. Continue to focus on conifer management and narrow down practices. Increased emphasis on succession planning and

successful ranch transitions. Expanding into more research projects and outreach to landowners. The Musselshell Bank Project was completed this week.

Brent – Planning to coordinate with CD and ACES for an annual invasive grasses workshop.

Trish – Conducted several workshops, including a tree workshop in March (20+ attendees), Annual Ladies Day on the Range (25 attendees), Virtual Fencing workshop (30 attendees), and a Sourdough Workshop (20 attendees). Annual Applicators Class rescheduled for October 15. Kid's Ag Day cancelled due to city water issue; will be rescheduled for spring. Gave a quick overview of stats for the year, including 1,400 trees sold, five 310 permits, and projects/events. 2026 priorities reflect the same as 2025.

Lesley – Attended MCDEO SET training, River Rendezvous, and the MWCC Water Symposium. Currently reviewing available grants and resources and focusing on networking.

Discussed future projects to collaborate. Key points:

1. Carbon Credit Workshop – Mix of company representatives and landowners with existing contracts, provide a checklist of what landowners should know before entering a contract, etc.
2. Annual Invasive Grasses Workshop
3. Drone Technology Workshop – Potential applications discussed, including weed mapping and ID, spraying in sensitive areas, and monitoring for range management. Discussed licensing requirements.
4. Watershed Management and/or restoration plan – focus on a specific area or create a broader plan.
5. Workshops/events overview: Shared grant tracking spreadsheet, such as Airtable. Workshop timing during the year, grant options, not focusing too much funding on a single speaker, ACES could focus on bringing content and people together, and the CD could handle advertising and logistics.

Approval of PCCD Minutes:

Laura Kiehl moved to approve the August 20, 2025, meeting minutes; Ralph Corbett seconded. Motion passed.

Guest/Public Comment: None.

Partner Reports:

MRCDC: Trish discussed the River Rendezvous event in August. Approximately 30 attendees. Tour of the Milk River infrastructure, focusing on dilapidated areas needing repair.

MWC: No verbal report. Report in meeting packet.

MSGOT: Trish mentioned that the range monitoring finally took place after several reschedules due to the weather. Katie gave an update on the audit. Conflicting information was received from various sources. Auditor's quote was approximately \$15K-\$17K. The state audit threshold has been raised to \$1 million. Submitting an Annual Financial Report (AFR) to the state to determine if an audit is necessary; the CD's income is slightly over the threshold. If an audit is required, there will be a full year to complete it. Brenda asked if we need to go through an RFQ process for hiring an auditor. Katie will clarify with DNRC.

MSU Extension: No report.

DNRC: No verbal report. Report in meeting packet.

NRCS: No report.

PCCD Water Program: Lesley will be virtually attending the Water of the West Symposium hosted by the University of Wyoming. They will be covering topics such as drought and restoration projects.

Winnett ACES: No report.

CEMIST: Brent stated that he will be applying for the AIS grant that opens up in October. An Annual Invasive Grasses Workshop will be planned with Trish and ACES.

BLM: No report.

Supervisor Reports:

Brenda Brady: No report.

Laura Kiehl: Laura requested that her update be added to the minutes from the last meeting. "Kylie Thompson discussed with Laura exploring the Noxious Weed Trust Fund for a potential goat weed grazing program. Goats are effective against knapweed, Leafy spurge, Russian Olive, Whitetop, and potentially Saltcedar. Brent stated that the Trust Fund does not support equipment but might support designing plans, and the combination of goat grazing and herbicide application might be the most effective. Laura stated that for the complete elimination of Spurge, goats need to be present for up to eight years annually. The CD could possibly help with mapping weed patches. The Petrolia Irrigation District continues to have meetings; met with NRCS last week. Their grant program manager stated that the PID will need to come up with \$35 million with the current plan. They are going to pare down what needs to be done (bury the entire canal) to bring the amount down to \$5 million."

Ralph Corbett: Editor of Roundup Record Tribune, would like to get news from PCCD and ACES to add to their Winnett Times section. Laura stated the Winnett Co-op would like an announcement in the CD newsletter.

Jay King: No report.

Rodney Rowton: The Musselshell Bank stabilization project has been completed. Desi stated that there is drone footage of the project while work was in progress. They will return for additional footage. Possibly do a presentation later.

Butch Arthur: No report.

Tye Lund: No report.

Governance Calendar (Current Month): Governance calendar reviewed for September.

Old Business:

- A. McDonald Irrigation – Lesley stated that we had a kick-off meeting with WWC Engineers on September 3 (WWC, Leslie, Trish, and Jay). Discussed the "Hometown" grant. Up to \$50K ask for projects. They have 4 quarterly cycles. Will be getting land owners together late October or early November to discuss the project. Discussed using the RRG grant for a section of the project and then reapply.

- B. Long Range Plan/Personnel Policy – Will set a meeting this fall/winter during the October board meeting.
- C. Office Update – Brent and Trish gave an update on the office.

New Business:

- A. 310 Updates – None.
- B. NACD TA Grant Application – The next NACD TA Grant opened September 17; closes November 6. The current NACD TA grant includes money for ACES and the MRCDC position and pays all of the District Technician position. Discussed adding money for travel and salary for the new Water Coordinator position; \$5000 for salary and \$2500 for travel. Laura Kiehl moved to move forward with the NACD TA Grant application; Brenda Brady seconded. Motion passed. Trish will check with NACD to get guidelines on salary/travel percentages, who can be added to the grant, and how much is reasonable to apply for.
- C. 2025 Young Ag Couples Nominee – Everyone will start thinking of potential nominees.
- D. MACD Convention/MCDEO Travel funding – Discussed the MACD auction item. Decided to go along with what other Areas decide; all areas together or separate. Brenda Brady moved to have Trish and Lesley go to MACD Convention; Butch Arthur second. Motion passed. Discussed Lesley applying for the MCDEO travel scholarship.

Administrative:

- A. **Grant & District Updates:** Everyone looked over the monthly admin report. Discussed final grant reports, Trish is working on the next week, recent and upcoming CD events, and other dates coming up. Trish asked to attend the MISC AIS event in Helena, October 29-30. The only cost will be normal wages; no travel costs. The board agreed that it was okay for Trish to attend. Discussed moving the October board meeting date. Tye Lund moved to have the October meeting October 22, 5pm; Butch Arthur seconded. Motion passed.

Financial:

- A. **Petroleum CD:** Ralph Corbett moved to pay the PCCD unpaid bills; Rodney Rowton seconded. Motion passed.
- B. **Missouri River CD Council:** Ralph Corbett moved to pay the MRCDC unpaid bills; Rodney Rowton. Motion passed.

Correspondence: None.

Governance Calendar: The Governance Calendar was reviewed for October.

Announcements:

- A. Next Regular Board meeting: Wednesday, October 22, 5pm (Rebecca Room).

Approval of absences: All board members were present.

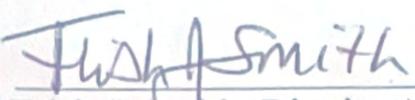
ADJOURNMENT: Meeting adjourned at 6:38pm



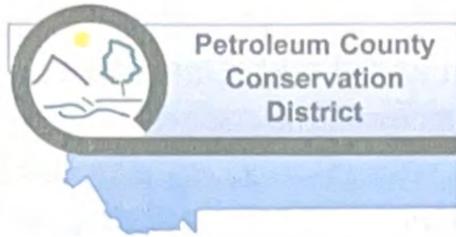
Jay King, Chair



Laura Kiehl, Board Secretary



Trish J. Smith, District Administrator



Petroleum County Conservation District

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Local Common Sense Conservation

www.petroleumcd.org

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

October 22, 2025

Call to order: Vice Chair Brenda Brady called the regular Petroleum County Conservation District meeting to order at 4:59pm. Those present were Brenda Brady (virtual); Jay King, Rodney Rowton, Ralph Corbett, Butch Arthur, Tye Lund, and Laura Kiehl. Others present in person were Lesley Rolls, PCCD Water Coordinator; Brent Smith, CEMIST Program Manager; Desi King, Winnett ACES; Katie Lund, PCCD Fiscal Manager; and Trish Smith, PCCD Administrator. Virtual attendees were Jen Solf, Winnett ACES; Veronica G., DNRC; and Molly Masters, MRCDC Coordinator.

Approval of PCCD Minutes:

Laura Kiehl moved to approve the September 24, 2025, meeting minutes; Butch Arthur seconded. Motion passed.

Guest/Public Comment: None.

Partner Reports:

MRCDC: Molly submitted the quarterly report for the 707 grant; it ended Sept 30. Working with Katie to submit the final report by October 30. Next grant received Oct 1; good through June 30. did get quarterly report submitted ended 707 grant sept 30 and working with Katie to submit final report, submitting by Oct 30. Next grant received Oct 1 – good through June 30. Gave a CMR CWG update. Looking at pausing the group for now. Laura noted that group has been affected by changes in local CMR administration and could potentially be revived if administration changes in the future. Brenda will bring up the CMR CWG at the next ACES meeting.

MWC: Report in packet.

MSGOT: No report

MSU Extension: No report.

DNRC: Veronica reported on MACD taking over legal services from DNRC to avoid potential conflicts of interest. Decision was made at the last spring board meeting. New legal support request form process was established. CDs should first research existing resources and contact their county attorney for legal issues. CDA grant payment went out September 16th and CEMIST REIMBURSEMENT PROCESSED October 16. Discussed the Musselshell River Stream Restoration grant. Grant amount is \$47,700 total, but can only reimburse 90% (\$42,930) until final report is submitted after project tour and deliverables are completed. ACES invoice is \$46K, so will have an approximately \$4K gap.

NRCS: No report.

PCCD Water Program: Lesley looking for grants for her position and the McDonald Creek projects. Many grants not opening until December and NRCS-based grants on hold due to the government shutdown. Discussed working on the Watershed Management Plan with ACES. Jay proposed focusing on watershed plan on Flawillow near Petrolia. Need to apply for a planning grant. Will discuss Warhorse with Brenda. Signed up for grant training in November with DNRC. Started working with Airtable. Will be attending a MESIC workshop and the PID meeting Oct 30.

Winnett ACES: Jen gave Desi's update. Skylar working on rangeland improvement projects. Desi is working on reporting and program planning, with limitations due to government shutdown freezing several funding sources. Jen is working with RSA and STAY on a winter grazing clinic in January. Connecting a Place Through Story event was held in late September with Stories for Action founder Laura Tomov, with 6 students participating and over 40 community members attending. Annual farm to school outreach to 1-4th graders. Succession planning event will be October 29 with three panelists. \$50/person for dinner and panel or \$35 for panel only. ACES will be having a booth at the MT Farmers Union Annual Convention in Lewistown Oct 31-Nov 1.

CEMIST: No report.

BLM: No report.

Supervisor Reports:

Brenda Brady: Requested that Trish send out meeting notice mid-month without the agenda.

Laura Kiehl: Laura reported on the Senator Sheehy bill to open federal lands to grazing with main focus on fire mitigation, which could potentially affect areas like CMR. Meeting with engineer on Friday to begin preliminary engineering and develop plan for next level of funding request. Evert and commissioners decided against airport on their land, so project will proceed at the current site. Drainage concerns were discussed with Commissioners on Monday. If drainage pulls water for discharge into Flatwillow or McDonald Creek, may have high saline content. Considering settling pond or similar, potentially involving MT Salinity Control and DEQ funding. Likely need drain tiles and complex drainage system.

Ralph Corbett: No report.

Jay King: No report.

Rodney Rowton: Bank stabilization project has been finalized; seeded grass and alfalfa. December 10 is the river tour.

Butch Arthur: No report.

Tye Lund: No report.

Governance Calendar (Current Month): Governance calendar reviewed for October.

Old Business:

A. McDonald Irrigation – Lesley looking into an Irrigation Development grant. Others are on

hold with the NRCS. Brenda mentioned visiting with water users. Will look at having a meeting in November with water users.

- B. Long Range Plan/Personnel Policy – Decided to have a Long Range Plan/Personnel Policy special meeting in November. Ralph Corbett moved to have our planning meeting November 26th at 1pm and our regular board meeting after at 3pm; Rodney Rowton seconded. Motion passed.
- C. 2025 Young Ag Couples Nominee – Will ask Cort and Bobbi Whitney.
- D. MACD Convention – Tye Lund moved for Trish to spend up to \$100 on an auction item for the MACD convention; Ralph Corbett seconded. Motion passed. Trish will register Jay, Laura, Lesley and herself for MACD Convention. Trish's registration is free due to helping at Convention. Brenda is undecided if she is attending yet. Laura will apply for the Supervisor Scholarship for travel.

New Business:

- A. 310 Updates – None.
- B. DNRC Grant Writing/Management Training Nov-Feb – Lesley will attending the Nov session.

Administrative:

A. Grant & District Updates: Trish discussed grant reporting; government shutdown has significantly affected TA grant reporting due to project information being tied up on NRCS computers. Final grant report for the TA23 is due October 30. TA25 grant application deadline was extended from November 6 to Dec 11. Sent extension letter for the Headgate project. Fall CD newsletter completed but will have to be emailed out due to no access to NRCS computer. Approximately 20 people participated in the Applicator's class. Loyd has not been working due to the shutdown. Trish asked for clarity on Trish's role of administrative oversight for Lesley and grant reporting. Current WMG grant was missed during reporting but can still be submitted. Trish will send Melissa a note, added Lesley as a Collaborator on the grant and will help Lesley if she has questions. Trish will ask Loyd if he would like to find work that doesn't require his computer. Discussed the Artesian Well Capping Project and possibly something for Lesley to work on in the future.

B. Financial:

Jay King moved to pay the \$125 NACD fee; Ralph Corbett seconded. Motion passed.

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

B. Missouri River CD Council: Ralph Corbett moved to pay the MRCDC unpaid bills; Rodney Rowton. Motion passed.

Correspondence: None.

Governance Calendar: The Governance Calendar was reviewed for November.

Announcements:

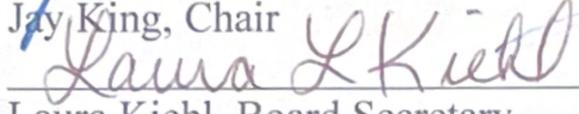
- A. Next Regular Board meeting: November 26, 3pm (Rebecca Room)
- B. Special Meeting: November 26, 1pm (Rebecca Room)

Approval of absences: All board members were present.

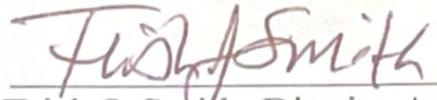
ADJOURNMENT: Meeting adjourned at 6:36pm



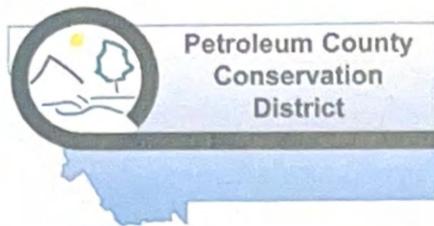
Jay King, Chair



Laura Kiehl, Board Secretary



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, Tye Lund* – *Supervisor*

November 26, 2025

Special Meeting (1:00pm). Those present were Jay King, Brenda Brady, Ralph Corbett, Butch Arthur, Tye Lund, and Laura Kiehl. Others present in person were Brent Smith, CEMIST; and Trish Smith, PCCD Administrator.

Long Range Plan:

Continued work on the PCCD 2026-2030 Long Range Plan. Discussed Task and Deliverable changes and editions to these sections:

1. **Flood:** Our tasks/deliverables added include outlining Best Management Practices for the Musselshell River and priority streams, studying crop loss, weed control, and infrastructure repair, and developing a Watershed Plan to address past and future flooding. Collaboration on the gauging station program and using newsletters and social media to share information on Mesic work and water storage are also priorities.
2. **Forestry Management:** Our tasks added include collaborating with the ACES Conservation Committee and the MT Grasslands Partnership. The deliverables consist of project planning, assisting with TIPS, conducting education and outreach workshops, sustaining grazable lands, and facilitating additional educational workshops.
3. **Grasshoppers:** Our tasks added include focusing on rehabilitating the Winnett Airport for enhanced aerial control, seeking grants for airstrip upgrades, organizing the Annual Applicators Class, newsletters/social media, participating in grasshopper control discussions, assisting with mapping, sharing information resources, and collaborating with the MT Salinity Control Association.
4. **Grazing Lands Conservation:** Our tasks added include preserving grazing lands, improving practices, and supporting a healthy sagebrush population. Efforts include education, outreach, using prescribed fire, planning sessions on fire logistics, promoting rangeland monitoring, educating on salinity, sharing the DNRC Conservation Dashboard, organizing workshops, collaborating on programs, and promoting Pasture Walks through Winnett ACES.
5. **Soil Health:** Our tasks added include supporting salinity projects, soil health workshops, and soil testing to improve agriculture. Promote grazing and farming techniques to enhance water infiltration and reduce erosion. Collaboration with MSCA focuses on educational resources. Promote workshops, aiding soil testing, advocating No-Till Drill rentals, and educating on No-Till Drill farming and intensive grazing benefits.

Next Long Range Planning meeting will be December 17, 2:15pm, prior to the regular board meeting.

Call to order (regular meeting): Chair Jay King called the regular Petroleum County Conservation District meeting to order at 3:15pm. Those present were Jay King, Brenda Brady, Ralph Corbett, Butch

Arthur, Tye Lund, and Laura Kiehl. Others present in person were Lesley Rolls, PCCD Water Coordinator; Brent Smith, CEMIST Program Manager; Katie Lund, PCCD Fiscal Manager; and Trish Smith, PCCD Administrator. Virtual attendees were Allison Martin, MWC Coordinator; Veronica Grigaltchik, DNRC; and Molly Masters, MRCDC Coordinator. Rodney Rowton was absent.

Approval of PCCD Minutes:

Ralph Corbett moved to approve the October 22, 2025, meeting minutes as amended; Tye Lund seconded. Motion passed.

Guest/Public Comment: None.

Partner Reports:

MRCDC: Molly stated moved ahead with 766 grant October 1.

MWC: Allison stated that her work was halted for the first two weeks in November due to the government shutdown and a cease-and-desist order related to the NRCS grant agreement. Brent's performance evaluation is complete. She will share details before the December board meeting. Discussed gauging stations and funding. MWC invoices 20-25 individuals, supporting around 21 stations. This funding has prevented the closure of the South Fork gauging station near Martindale. Allison will provide further details on station counts and fund allocation at the next meeting. Planning for December 11th MWC meeting in Roundup at Noon.

MSGOT: No report

MSU Extension: No report.

DNRC: Veronica discussed the new CDA budget process where conservation districts will prepare draft budgets for the next fiscal year during January and February meetings, with only Column F needing completion by February's end to allow for better planning. An error was found in the routing of funds for the Musselshell grant, which were mistakenly sent to the MRCDC account instead of the correct grant account; this will be fixed. Veronica ensured accuracy in future payments and sending a clarification email to Katie. Veronica will be taking leave next month but plans to join meetings via Zoom if possible.

NRCS: Gayle Barry officially appointed as the State Conservationist.

PCCD Water Program: Lesley stated that the WMG Grant is not available right now; if it ends up to be available, will plan to apply. Looking at getting help with the Watershed Plan outline, aiming for the 30 by 30 goal, though there are concerns about canal and irrigation infrastructure. A site visit for dyke repairs is postponed until after Thanksgiving. Amanda? sending her list of projects with Flatwillow, and will bring to next meeting. Jay discussed Yellow Water canal issues; potential projects. Looking at Watershed or Infrastructure plan for Yellow Water. Will be meeting with Brad Murphy and the BLM next week. Had meetings with WWC, plan to reapply for RRG grant. Will look at several grant options (DNRC WMG, Irrigation Development, NRCS, etc). Will meet with water users early December, and looking at a Water Users Meeting in January. Putting focus on McDonald project. Attending Beaver Working group meeting Dec 16. Will be in Australia December 15 - January 6 but will be working remotely while there. Board approved if work continues without interference.

Winnett ACES: Brenda handed out the ACES 2026-year plan. ACES meetings will be transitioning to every other month; financials still monthly. Discussed new program "Engage the Range" in August for teachers. Next Conservation Committee meeting will be in collaboration with the Musselshell River Tour December 10. Next Ranch Bootcamp will be in Winnett in 2027, rotating with the RSA. ACES Annual meeting will be January 14. 55 Main (Punchy Paint) is officially open.

CEMIST: The Executive Council meeting was November 26; included an annual review. Upcoming quarterly ISAN meeting on December 9, led by Sarah, focusing on Woody's investment and the statewide plan open for feedback. Reimbursement requests for the AIS trunk contract are being processed, with signatures needed by early December. The team is applying for the AIS grant and discussed next year's objectives, along with the Citizen Science program.

BLM: No report.

Supervisor Reports:

Brenda Brady: No report

Laura Kiehl: Laura discussed her discussion with FWP at the MACD Convention. There is a decline in the horny toad population. Discussed the iNaturalist app, and putting Citizen Science stickers in the office.

Ralph Corbett: No report.

Jay King: Briefly discussed MACD Convention. Petroleum CD was awarded the CD of the Year award. Laura stated that MRCDC also received the Conservation Initiative Award.

Rodney Rowton: No report.

Butch Arthur: No report.

Tye Lund: Suggested newsletters (ACES and CD) to include more details for upcoming workshops and events to help inform the public and answer questions on the what the organizations do. Also, more details on what organizations are covering in projects.

Governance Calendar (Current Month): Governance calendar reviewed for November. Veronica - Conflict of Interest disclosures traditionally sent in November but can be disclosed anytime.

Old Business:

A. McDonald Irrigation – Covered prior

New Business:

A. 310 Updates – None.

Administrative:

A. **Grant & District Updates:** Looked over the November Admin report. Discussed current grant reporting/future grant applications, and spring workshops/events. Looking at having Garfield County put on a presentation of their CMR pilot project; they have 10 years of data showing grazed ground is more productive than non-grazed. Looking at late spring (June). Brenda suggested to have this event in collaboration with the ACES Conservation Committee

Meeting. Discussed Ladies Day; have two presenters secured, need to find one more. The Office is not yet cleared to move back in.

B. Financial:

Katie gave an overview of financials. \$95,000 in checking, \$93,000 in savings, and \$16,000 in accounts receivable, including \$17,000 pending from MRCDC. Five months into the period, both income and expenses are at 32% of the budget.

A. Petroleum CD: Ralph Corbett moved to pay the PCCD unpaid bills; Brenda Brady seconded. Motion passed.

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

Correspondence: None.

Governance Calendar: The Governance Calendar was reviewed for December.

Announcements:

A. Next Regular Board meeting: December 17, 4:15-6:00pm (Rebecca Room)

B. Special Meeting: December 17 2:15-4:00pm (Rebecca Room)

Approval of absences: Jay called for a vote on approving Rodney Rowton's absence. All voted in favor and his absence was approved.

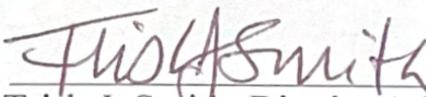
ADJOURNMENT: Meeting adjourned at 4:46pm



Jay King, Chair



Laura Kiehl, Board Secretary



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, Tye Lund –Supervisor

December 17, 2025

Call to order (regular meeting): Vice Chair Brenda Brady called the regular Petroleum County Conservation District meeting to order at 4:02pm. Those present were Brenda Brady, Ralph Corbett, Butch Arthur, Tye Lund, and Rodney Rowton. Others present in person were Desi King, Winnett ACES; Reba Ahlgren, NRCS; Brent Smith, CEMIST; and Trish Smith, PCCD Administrator. Virtual attendees were Veronica Grigaltchik, DNRC; Lesley Rolls, PCCD Water Coordinator; and Katie Lund, PCCD Fiscal Manager. Jay King and Laura Kiehl were absent.

Approval of PCCD Minutes:

Butch Arthur moved to approve the November 26, 2025, meeting minutes; Ralph Corbett seconded. Motion passed.

Guest/Public Comment: None.

Partner Reports:

MRCDC: Looked over written report from Molly in packet. Trish mentioned the tentative 2026 River Rendezvous location.

MWC: No report

MSGOT: No report

MSU Extension: No report.

DNRC: Veronica stated that grant quarterly reporting is due Jan 15. Preliminary budget is due by the end of February. MACD Convention supervisor scholarships are due by December 31 to get reimbursement.

NRCS: EQIP and CSP application deadlines are January 15. Catching up on payments, have most processed. Regenerative agriculture initiative emerging with limited details available. Gave an office update.

PCCD Water Program: Lesley attended the DNRC grant training. Discussed the Vogal dam/Box Elder project. Coordinating with Jim Brady, Ducks Unlimited, BLM and FWP. FWP have Migratory Bird funding. BLM has interest but lacking funding. Meeting with Clint and other folks in January to get rolling on project. Attended Beaver Working Group. They are moving forward getting transplants to

reduce beaver conflict and keep beavers in their habitat. Lewistown area is a big focus. The Watershed Management Grant is no longer available. The Irrigation Development Grant is only available to private landowners. Jim Brady is interested in a dike project and Brad Murphy is interested in dike repair along the Yellowstone irrigation.

Winnett ACES: Desi reported that Punchy Paint is open at the 55 Main building; finishing the upstairs early next year. The Musselshell River bank restoration tour on the Rowton Ranch was well attended December 10. Annual ACES meeting January 14th. Cold season grazing clinic in Cascade Jan 26. Funding sources are no longer frozen. Jen Solf started her maternity leave. Will be having a Land Owner Lab Series February and March discussing how to utilize different tools. Rangeland Improvement Projects accepting applications on a rolling basis. Shaylie Ahlgren started working after school for ACES.

CEMIST: Brent reported that they put in an application for the AIS grant with a \$35K ask; need an authorization statement signed. Original AIS contract with DNRC has approximately \$8K remaining, expiring at the end of Dec. Trying to figure out how to legally move money.

BLM: No report.

Supervisor Reports:

Brenda Brady: MT Salinity Control has a lot going on and think it would be good to have them give a short report at a future CD meeting.

Laura Kiehl: No report.

Ralph Corbett: No report.

Jay King: No report.

Rodney Rowton: No report.

Butch Arthur: No report.

Tye Lund: No report.

Governance Calendar (Current Month): Governance calendar reviewed for December. Need to start looking at the CD budget at the Jan meeting.

Old Business:

- A. McDonald Irrigation – Covered prior.
- B. Possible Garfield CD Pilot Project Presentation 2026 – Trish stated that the GCCD is discussing this event at their board meetings and will know more after visiting with them. Looking at June-September timeframe. Discussed with Desi about having it after an ACES Conservation Committee Meeting. Desi will look at their calendar.

New Business:

- A. 310 Updates – Kiehl – Ralph Corbett moved to accept the 2025-3 Kiehl Emergency 310; Rodney Rowton seconded. Motion passed.

- B. CEMIST Program Manager Annual Review and COLA – Ralph Corbett moved to approve the CEMIST Program Manager Annual Review and COLA increase of 2.8% effective December 1, 2025; Tye Lund seconded. Rodney Rowton Abstained. Motion passed.
- C. MRCDC Designated Representatives – Tye Lund moved to designate Laura Kiehl as the MRCDC Representative for 2026, with Jay King as the alternate; Rodney Rowton seconded. Motion passed.
- D. Annual Workplan Planning – set meeting date (2026) – The board decided on having an annual workplan meeting January 21, 2026, 4pm. Will also finish up the long-range plan during this meeting.

Administrative:

- A. Grant & District Updates: Looked over the admin monthly report. Tye Lund moved to apply for the NACD TA2025 Grant; Butch Arthur seconded. Motion passed.

Financial:

- A. Katie presented the annual financial report requiring board signatures. Discussed the CD audit. Audit deadline is June 2026. MSGOT funding drove the audit, putting the CD over the threshold. Rodney Rowton moved to approve the annual financial report; Ralph Corbett seconded. Motion passed.
- B. Government shutdown procedures – Katie raised a critical issue requiring policy clarification during government shutdowns. Gave the example of the CD District Technician not submitting timesheets for two months, so not paid and also had no leave accrual. Also, the issue of Holiday pay since it is based on hours worked. Veronica stated that the MACD executive director discussed this issue with NACD. Been working on in-house solutions. Suggested reaching out to MACD for their info on their polices. Brenda noted that ACES shifted funding sources to keep employees fully employed.
 - a) **Petroleum CD:** Ralph Corbett moved to pay the PCCD unpaid bills; Rodney Rowton seconded. Motion passed.
 - b) **Missouri River CD Council:** Ralph Corbett moved to pay the MRCDC unpaid bills; Rodney Rowton. Motion passed.

Correspondence: None.

Governance Calendar: The Governance Calendar was reviewed for December.

2026-2030 Long Range Work Plan: Discussed and made updates to the Invasive Species portion of the Long-Range Work Plan.

Announcements:

- A. Next Regular Board meeting: January 28, 2026, 5pm - PCCC
- B. Special Meeting: January 21, 4pm, 2026 - PCCC

Approval of absences: Brenda called for a vote on approving Laura Kiehl’s absence. There was a motion by Ralph Corbett to approve her absence. All voted in favor except Tye Lund. Laura Kiehl’s absence was approved. Brenda called for a vote on approving Jay King’s absence. There was no motion

to approve Jay King's absence. Since there were no motions to vote on, his absence was not excused.

ADJOURNMENT: Meeting adjourned at 5:45pm

Brenda Brady, Vice Chair

Trish J. Smith, District Administrator

Laura Kiehl, Board Secretary