



Petroleum County Conservation District

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Local Common Sense Conservation

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

July 27, 2023

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

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

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

Partner Reports:

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

MWC: No report.

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

MSU Extension: No report.

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

NRCS: No report.

Pheasants Forever: No report.

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

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

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

Supervisor Reports:

Brenda Brady: No Report.

Laura Kiehl: Finally running water out of Petrolia.

Ralph Corbett: No report.

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

Diane Ahlgren: No report.

Rodney Rowton: No report.

Nate Descheemaeker: No report.

Butch Arthur: No report.

Old Business:

- A. **Board Meeting change to Wednesday:** Ralph moved to change the PCCD Board Meetings to the last Wednesday of the month starting in September, at 5pm; Rodney

seconded. Motion passed.

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

New Business:

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

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

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

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

Administrative:

A. Grant & District Updates:

→Trish stated that most of July was dedicated to grant reporting for the current grants: Headgate, CEMIST, TA 2021, TA 2022, Floodplain Encroachment, Spring Ed. Program, District Development. The Spring Education Grant was submitted by the deadline, but there were several items that Veronica asked for when she returned to work, so Trish and Katie are getting those to her; this grant will be closed out. Closing out the District Development grant as well. Submitting the new MRCDC 656 grant next week.

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

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

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

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

Financial:

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

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

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

Announcements:

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

XIII. EXECUTIVE SESSION (Closed Session):

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

ADJOURNMENT: Meeting adjourned at 7:20 pm.

J.C. King, Chairman

Trish J. Smith, District Administrator