

May 20, 2021 • 310 Meeting

Call to Order: The Gallatin Conservation District Board of Supervisors met on May 20, 2021. Chairman Mike Hansen called the 310 meeting to order at 4:02 pm.

Supervisors Present: Mike Hansen, Bob Logar, Briana Schultz, Loren Blanksma, Sherwin Leep, and Jason Camp.

Supervisors Absent: Tammy Swinney

Staff present: Becky Clements, Sarah Bowman, Leia Miller

Guests Present: Matthew Johnson (RESPEC), Buddy Drake (FWP), Chris Mahoney (NRCS), Cliff Ham (GD 03C-21), Jack Landers (DNRC).

1. 310 Applications

a. Application Number: GD 24-21

Inspection Date: May 11, 2021

Applicant:

The Old River Farm HOA

Landowner:

East Gallatin LLC, Susan and Greg Gianforte

Contractor/Agent:

Sime Construction (tentative)

Perennial Stream:

East Gallatin

Type of Project:

Irrigation Structure, Improvement to Existing Structure

Purpose:

Clean out debris and sediment build-up in front of the head gate to facilitate better flow to the wheel line pump station. It has been a number of years since the last clean out. The POD headgate and ditches are co-owned by the HOA, Gianforte's, and East Gallatin LLC.

Proposed Construction Date:

Start date: 6/1/2021 Finish date: 6/1/2021

Inspection Recommendation:

Approval with modifications.

Inspection Comments:

Modification to add 2-4 large footer rocks to downstream end of headwall where erosion and flanking is occurring. Backfill above footer rocks with dredged material for stable slope. Seed disturbed areas. 318 permit issued. 15-day waiver recommended.

Discussion:

Old Farm headgate. Old wing built in the 1940s. No rip rap and being undermined by the river. Proposal to clear out is no problem. Will help with the back eddy that has been created. Suggested to put in rock to prevent this in the future.

Decision:

Bob Logar motioned to approve as proposed with modifications with 15-day waiver. Briana Schultz supported. All in favor. Motion carries.

b. Application Number: GD 25-21

Inspection Date: May 11, 2021

Applicant:

MTDEQ AML Program

Landowner:

Clifford Rockhill

Contractor/Agent:

Olympus Technical Services, Inc.

Perennial Stream:

Unnamed Tributary

Type of Project:

Flood protection, stream restoration and reclamation

Purpose:

Remove coal waste from small perennial stream channel to prevent flooding

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Purpose: Remove coal waste from small perennial stream channel to prevent flooding and keep coal waste from entering stream system.

Proposed Construction Date: Start date: Fall 2021 Finish date: Fall 2021

Inspection Recommendation: Approval as proposed

Inspection Comments: Recommend approval of concept contingent on submittal of final design plans. Good project to reclaim historic mine impact to floodplain and riparian habitat. 318 permit issued.

Discussion: Coal spoils pile. Old historic coal mine. DEQ is looking for funding, applying for grants and needs approval of project to get that approval on grants. CD would be approving concept and intent, but won't issue permit until plans are received. Project is necessary to clean up this site and prevent waste from continuing to wash into stream. Discussion about writing a letter of support instead- but the grant needs approval. Final approval contingent upon receipt of acceptable plan. Discussion on putting a timeline on such situations.

Decision: Loren Blanksma motioned to grant preliminary approval contingent upon final acceptable design plan within 90 days. Sherwin Leep supported. All in favor. Motion carries.

c. Application Number: GD 26-21

Inspection Date: May 11, 2021

Applicant: Timberline Creek Road Maintenance Association

Landowner: multiple

Contractor/Agent: White Wing Contracting

Perennial Stream: Timberline Creek

Type of Project: Bank stabilization/alteration, flood protection, culvert construction, placement of fill

Purpose: To stabilize the bank of Timberline Creek and preserve approximately 1.0 miles of Woodchuck Road in 8 locations where the creek is eroding the roadway shoulder. An 18" culvert will also be installed across Winchester Road beside the existing 48" culvert at the Timberline Creek crossing to serve as an overflow in times of high streamflow to prevent the creek from overflowing Winchester Road.

Proposed Construction Date: Start date: 8/2/2021 Finish date: 9/30/2022

Inspection Recommendation: On Hold

Inspection Comments: Large scale, multiple sites with uncertainty from the HOA Board on plan forward. Recommend to put on hold for definite plan.

Discussion: Inspection team reports engineering plans are not acceptable- bad road maintenance. Tried not to design the project, but gave lots of examples on what they could do. Project reps finally agreed, after 2 hours, to consider other options. Currently road maintenance is putting pit run into the creek/bank.

Inspection team advised them to come up with a different plan. Banks are steep, but stable. Designs submitted do not fit the road, aren't feasible, or complete. Dimensions weren't provided. Issues over 9 site locations on one application. 5 project reps were present, none of which were the engineer and didn't really understand or know the process. Complex sites, height, steepness, etc.... Project reps were asking for a lot of guidance on what to do, which inspectors are not really allowed to do. Rock proposed will be denied, so advised applicant to refigure designs and resubmit. 3 similar projects can be on one application. The rest should be on separate applications due to different practices/locations. Culvert replacement should be on own application.

d. Application Number: GD 27-21

Applicant:	Inspection Date: May 11, 2021
Landowner:	Big Sky Community Organization
Contractor/Agent:	Boyne USA Inc.
Perennial Stream:	Big Sky Community Organization
Type of Project:	Crail Creek
Purpose:	Bridge construction
	Rerouting the Big Sky Community Organization's trail to cross Crail Creek to a different location and move the trail further away from the Big Sky Golf Course driving range. Additionally, Crail Creek routinely floods in the winter and spring time, inundating the existing trail and causing difficult and icy conditions on the trail in the winter. Relocation of the trail will result in a crossing that is upstream of the location that frequently floods and will allow for safer pedestrian use in the winter time, while also providing additional buffer space in the summer from the golf course.
Proposed Construction Date:	Start date: 6/1/2021 Finish date: 6/20/2021
Inspection Recommendation:	Approval with modifications.
Inspection Comments:	Remove rock at old bridge, slope bank with existing contour and reseed disturbed soils. Good project and simple design to avoid persistent issues with reflooding. 318 permit issued
Discussion:	Moving the trail will alleviate a good deal of maintenance. Witnessed a violation that has occurred while they were onsite. Project is a great idea. Terrace to terrace for the bridge. Inspection team in favor of the project. Like the light duty approach. Nothing permanent relating to the construction. Modification that is noted deal with removal of the old bridge.
Decision:	Sherwin Leep motioned to approve with modifications listed. 15-day waiver. Jason Camp supported. All in favor. Motion carries.

e. Application Number: GD 28-21

Inspection Date: May 11, 2021

Applicant: Mike Duffy
 Landowner: Bridger Shadow Trust, Mike Christianson
 Contractor/Agent: Mike Duffy
 Perennial Stream: Day Creek
 Type of Project: Bank stabilization/alteration, logging salvage burnt timber
 Purpose: To protect the creek from erosion by removing all dead trees; otherwise the trees are all going to blow over leaving all the soil exposed and eroding into the creek. Removing the trees by leaving the stumps in the ground will help keep the soils intact.

Proposed Construction Date: Start date: 7/20/2021 Finish date: 8/20/2022

Inspection Recommendation: Non-jurisdictional

Inspection Comments: Non-jurisdictional

Discussion: Very proactive about situation, land, and trees before the fire. After fire- have been very involved in remedying the area. Large, mature trees that are dead, but not on floodplain. Recommend leaving some root wads for stability, but others are not on bed/banks.

Decision: Sherwin Leep motioned to declare non-jurisdictional. Bob Logar supported. All in favor, motion carries.

f. Application Number: GD 29-21

Inspection Date: May 11, 2021

Applicant: Mitchell Development & Investments, LLC
 Landowner: same
 Contractor/Agent: Morrison-Maierle, Inc. Christine Pearcy
 Perennial Stream: West Gallatin Canal
 Type of Project: Culvert Construction
 Purpose: To install a series of culverts and culvert extensions through irrigation ditches in order to provide safe crossing for vehicles and pedestrians while conveying irrigation water to downstream users. These culverts will be installed to accommodate the development of Phase 5 of the Bozeman Gateway project.

Proposed Construction Date: Start date: 6/15/2021 Finish date: 10/30/2021

Inspection Recommendation: Approval as proposed

Inspection Comments: This application is needed for the city plat approval. However, applicant will submit an application for ditch/stream relocation in the near future, including more details on slope and pipe placement.

Discussion: Related to jurisdictional determination that was decided upon previously. Stream is running down irrigation ditch. City wants a sidewalk for development. Need approval to put pipes in for city to plat it out. Need to move water back to original channel, out of ditch. 2-part project. This is part

A- moving to original channel. Then will move to part B, and those plans will be submitted at a later date. Not a lot of details were provided. Requested better plans once they get to that part B plan.

Decision: Loren Blanksma motioned to approve as proposed contingent upon an acceptable plans within 90 days. Sherwin Leep seconded. This 310 is just a trigger. Will need to reinspect those new plans. All in favor. Motion carries.

g. Application Number: GD 30-21

Inspection Date: May 11, 2021

This application is to address the complaint issues in GD 02C-21

Applicant: Chris Forrest
Landowner: same
Contractor/Agent:
Perennial Stream: Camp Creek
Type of Project: Removal of gravel and jersey barrier.
Purpose: Restoration of the stream.
Proposed Construction Date: Start date: ASAP Finish date: One day later.
Inspection Recommendation:
Inspection Comments: This application was submitted as recommended by the inspection team upon inspection of complaint GD 02C-21. The applicants are anxious to get this issue resolved immediately and to work with GCD in remediating the work performed without proper permitting.
Discussion: Will need backhoe, not a jeep as proposed, so this is a modification. Minimize disturbance while removing obstructions. Won't be able to remove this with a jeep.
Decision: Sherwin Leep motioned to approve with modifications as discussed. Briana Schultz supports. All in favor. Motion carries. 15-day waiver

General discussion on incomplete applications. Red tape and bureaucracy discussion. Don't want that to hinder applications. Tighten up a bit on the acceptance of permits. Especially on more structural/engineered projects and complex projects. Becky reach out to board member if not sure.

2. Complaints:

a. Complaint Number: GD 02C-21

Inspection Date: May 11, 2021

Complainant: Mike Duncan
Complainee/Landowner: Chris Forrest
Contractor/Agent:
Perennial Stream: Camp Creek
Complaint: A large jersey barrier, cinder blocks, and gravel were placed in Camp Creek.

Inspection Recommendation: Activity has been initiated on a perennial flowing stream without a valid permit.

Inspection Comments: Cinder block dam and imported gravel must be removed. Need to submit 310 permit to remove violation.

Discussion: Obvious violation. Owner is very open and willing to fix the issue. Conversation moved to how to fix the issue. Suggestions given on how to get stock water, which was the goal. Likely will need an excavator to remove. Previously had discussed the ideas of stream work with employees, who then did the work. Chris Mahony requests if there are projects on Camp or Godfrey Creek to notify him, as they could chat with them about help through NRCS.

Decision: Loren Blanksma motioned to acknowledge, Bob Logar supported. All in favor. Motion carries.

b. Complaint Number: GD 03C-21

Inspection Date: May 11, 2021

Complainant:

Cliff Hamm

Complainee/Landowner:

Carrie Spence/Matt Workman

Contractor/Agent:

Perennial Stream:

Day Creek

Complaint:

Violators have changed the spring bed and put a dam in the creek. Violator entered spring with excavator. Destroyed irrigation ditch.

Inspection Recommendation:

Activity has been initiated on a perennial flowing stream without a valid permit.

Inspection Comments:

Rock placed in channel below and above entrance culvert. Appears road mix from widening road encroached into the old channel. Tremendous channel erosion possibly caused by channel excavation.

Discussion:

Location near recent highway work. Work unrelated to the highway work has been completed without a permit. Point of diversion for the ditch appears to have been worked on, but a bit hard to tell with the recent wildfires. Extreme bank erosion is occurring. Fresh rock placed at the culvert ends. Stream has been forced into the ditch. When all said and done, as there are multiple things going on, and work has been done without a permit. Widening of driveway potentially has pushed rock into the ditch. Violator did admit to placing the rock/pottery around culvert and impacting stream. Bank is 6' high due to stream making adjustments in response to the work that has been done. Also, a water right issue going on. Point of diversion has been tampered with, which is going to cause problems in trying to get irrigation water. Additional work has been admitted to and definitely a violation. Buddy thinks work has occurred prior to highway work. 60-70 yards of impacted bank. Stream is

running wild. Going to need professional help to address this damage to the stream. Current pipe that has been installed is going to get blown out/collapse. Driveway work needs to be enlarged and adjusted. All work starts at what was point of diversion. State's work was really heavy handed and will convey much more water. Inspection team reports the site is a mess. Landowner reports the work of the highway department is somewhat the problem. The new box culvert changed the meander pattern of the stream and is anticipated to be the site of much erosion. This is also contributing to what has washed the ditch out. Letter need to be sent that the work/repair needs to be done professionally and in such a way to restore/protect the ditch. Buddy thinks we don't have enough time for a letter/professional hired before runoff. To further complicate- drinking water to the house runs under ditch. Current work and erosion have exposed or will soon exposed that pipe. Sherwin wonders if the violator may be willing to fix the problem quickly. Inspection team reports confrontational site inspection and landowner states he doesn't think they will be willing to fix it. Landowner potentially has a plan to fix it. Wants to put in some riprap to save the bank and therefore his ditch. Sherwin states it's state statute he has the right to get his water. Landowner doesn't have right to the land, however and hostilities exist that make a difficult situation. Sherwin says law is on their side, so they are allowed to take heavy handed approach. Mike acknowledges this is multilayered and complicated situation. Mike thinks the violator needs to be put on notice that they need to fix and do it right- will need to submit a 310 with professional assistance to get it fixed. Landowner should put in a 310 to reestablish ditch. CD can support and encourages him to fix the situation, but as for the family dispute- might be a legal issue he'll need to pursue. Culvert in driveway to point of diversion might be all that needs to be addressed. Creek has cut 2 feet below ditch. Stream fix and ditch fix almost need to be 2 separate issues and will need to be addressed separately. Buddy suggests to maybe move the point of diversion. Domestic water right will potentially need to be addressed on its own. Landowner states that might be a viable option to move upstream a bit. Loren asks how urgent it is for needing water. Landowner states he'll need it relatively quickly. Discussion on emergency permit and the process on that. Advised to do work prudently and permanently if possible.

Decision:

Loren Blanksma motioned to send letter of violations to all parties involved. Also notify by phone. Bring creek to standards it was previously- will need a 310 for this. Requirement that it be an engineered plan. Sherwin Leep supported. All in favor, motion carries. Include copy of the law in the letter that spells out fines that can be imposed, etc...

3. **310 Emergency Applications: None**

4. **Other 310 Business:**

a. **Stream Access on Baker Creek**

- Complaint received regarding an electric fence preventing access to Baker Creek. Complainant tried to crawl underneath the fence within the highwater mark and was shocked by the fence.

Site Inspection- May 6, 2021

Inspection Recommendation: East channel droppers are hot and don't have any fiberglass droppers like the main channel further to the west that allow for passage.

Inspection Comments: Mike D. visited with the game wardens. They state there's not much they could do as the landowner has the right to maintain a fence there. However, they did say the public has every right to take the least intrusive path around the obstruction, which would probably be the other channel to the west. The wardens recommend folks use the access through that channel (provided by the fiberglass rods) and walk back through the ranch to the other channel in the shortest route possible. Even if the manager or landowner calls to complain about trespassing they will not write a ticket.

Discussion: GCD board prefers for landowner to provide a crossing at the stream. Landowner should be made aware people will be allowed to cross their property from the main channel to gain access to the creek, if decided to go that route.

Motion: Bob Logar motioned for FWP to provide access to the creek, work with the landowner, resolve the situation. Briana Schultz supported. All in favor. Motion carries.

5. **310 Old Business: None**

6. **Public Comments on District 310 Permitting Business**

7. **Adjournment of 310 Meeting: 5:49pm**

May 20, 2021 • Business Meeting

Call to Order: The Gallatin Conservation District Board of Supervisors met on May 20, 2021. Chairman Mike Hansen called the Business meeting to order at 6:05 pm.

Supervisors Present: Mike Hansen, Bob Logar, Briana Schultz, Loren Blanksma, Sherwin Leep, and Jason Camp.

Supervisors Absent: Tammy Swinney

Staff present: Becky Clements, Sarah Bowman, Leia Miller

Guests Present: Chris Mahoney (NRCS), Jack Landers (DNRC).

1. **Guests & Public Comments on District Business Meeting-**

1. Guests & Public Comments on District Business Meeting-
 - a. Jim Hagenbarth- Cloud Seeding Presentation-
 - i. YouTube- video on cloud seeding (CNN).
 - ii. Weather modification council websites- do your research.
 - iii. North Dakota- Warm Weather cloud seeding- ahead of the game.
2. Grants/Agreements/Contract Report - See Spreadsheet (Attachment A)
3. Cost-share Program:
 - a. CS-02-21 Derrick- allowable cost update- Loren Blanksma motioned to support in the amount of \$2400. Briana Schultz supported. All in favor. Motion carries. Make sure he understands this is reimbursement based. Won't get reimbursed until expenses are incurred.
 - b. Gaffney- CS-01-21- project completed. \$600 GCD cost share reimbursement.
 - c. GCD Cost Share program- proposed to take a break to reformat our program. Change from rolling basis to a set deadline for applications. Would like a cost share committee to help rank applications. A lot of other CDs run their cost share programs this way. Discussion on current cost share program and how these changes would be beneficial to GCD.
 - i. Consider 2 deadlines.
 - ii. Historically- haven't had that many applications. More money available than applications submitted, historically.
 - iii. Emergency funds could be submitted for projects such as weed spraying to cover those applications during this "pause" for reassessment.
 1. **Discussion did not lend support for taking a pause.**
 - iv. Bob Logar motioned to approve new approach to see how it works. Reevaluate after a year or so. Without a pause. All in favor. Motion carries.
4. Well-Testing Cost-share Program:
5. Consensus Agenda
 - a. April Meeting Minutes- Bob Logar motioned to approve minutes and excuse Tammy. Jason Camp supported. All in favor. Motion carries.
 - b. Excused Absence of board members
6. NRCS- Attachment B

- a. Report – precip data currently not available. Snow water equivalent will be used going forward.
Currently pretty low.
7. Supervisor Report: Planning Boards
- a. Planning board- Manhattan- No meeting this month.
 - b. County Planning Board- rezoning of property on Huffine and Love. 11 acres. Gas station and convenience store. Current zoning doesn't allow. Want to rezone for commercial. Did not pass the planning board, so will go before the commissioners since it was a tied vote. Another meeting next week.
 - c. GLWQD- approving State of the Waters. New administrator hired.
 - d. MACD update- winding down from legislative system. Jeff Tiberi was given a gift + bonus for his efforts. Auction item for Convention from each CD. Give it some thought for next meeting. Find out theme.
 - i. HB632- invite Walt Sales to come speak on this for next meeting.
8. Staff Reports
- a. Administrator's Report- Becky- Attachment C
 - i. Financials reports- include in packets going forward.
 - b. NRS Report- Sarah- Attachment D
 - c. Education Specialist Report- Leia- Attachment E
 - i. Lawn mower maintenance- use premium (no ethanol) gas, change spark plugs, air filter, sharpen blades (use Matt's Saw Shop for tune up).
9. Old Business
- a. Scholarship change recommendations
 - i. Suggestions from Becky, Sarah, Leia, and Gillian:
 - 1. Open up focus area of study to all STEM (science, technology, engineering, mathematics) majors, with an emphasis on conservation.
 - 2. Open up to all colleges, not just MT colleges. Ultimately promoting conservation, which is beneficial in all areas of the country. **Emphasis to MT.**
 - 3. Open up to current college students, including advertising at colleges, to increase potential applicants. **No support for this option.**

4. Overall increase promotion efforts. Visit a few of the schools, direct contact of scholarship administrators for schools, FFA, 4-H, etc...
5. Lower the requirement for letters of recommendation from 2 to 1, with maybe a requirement for references instead. **No support for this option.**
 - ii. Scholarship award presentation- Wednesday May 26th, 9-1030. Bob will present.
 - b. Office space- field trip. Assess potential improvements.
 - c. Bank Paperwork- ready for signatures
 - d. Other old business?
10. New Business
 - a. Gallatin County Budget approval.
 - i. Jason Camp motioned to approve. Sherwin Leep approved. All in favor. Motion carries.
 - b. Car Show trophy sponsorship.
 - i. Sherwin Leep motioned to sponsor a trophy. Briana Shultz and Jason Camp supported. All in favor. Motion carries.
 - c. Other new business?
11. Parking Lot
 - a. Edging in the garden
 - b. Conference Room electrical upgrade
 - c. Soundproofing Office Space(s)
12. CD Seminars/Workshops:
13. Accounting (Deposit, Credit Card, Invoices) + Updated P&L, Balance Sheet Jason motioned, bob supported. All in favor. Motion carries.
14. Adjournment of Business Meeting- 845


Minutes approved by _____ Date 6/17/21

Attachment A

Grant	Funding Provided For:	Sponsored?	Date Approved	Total Amount Requested	Total Amount Funded	Grant Progress (Funds used or committed) (5/20/2021)	Current Amount spent or reimbursed by GCD (5/20/2021)	Final Amount Reimbursed to GCD	Final Report Submitted	Final Report Deadline
Watershed Management Grant (GWC) WMG-20-0073	Lower Gallatin Watershed Project Planning and Community Outreach	yes - GWC	4/3/2020	\$32,037.50	\$8,900.00	\$6,125.00	\$0.00			9/30/2022
DNRC 223 Grant (NRCS) 23G-20-3681	NRCS Camp/Godfrey Creek Rehabilitation	No but collaborative project with NRCS	6/15/2020	\$16,600.00	\$14,000.00	\$12,326.00	\$0.00			12/31/2021
DNRC 223 Grant (River Rendezvous) 23G-21-3685	Bus transportation, printing educational materials, and meeting room rental	yes/collaborative - MRCDC	9/27/2020	\$2,200.00	\$2,200.00	\$0.00	\$0.00			12/31/2021
SWCDM Watershed Stewardship Funding	Watershed Planning and Stakeholder Engagement in Lower Gallatin Watershed	yes/collaborative - GWC	6/29/2020	\$15,500.00	\$10,975.00	\$1,237.00	\$1,237.00			12/31/2021
DNRC Mini Education Grant - Monforton School 23G-21-3683	Forest conservation field trip to MOSS	yes - Monforton School	8/10/2020	\$500.00	\$500.00	\$0.00	\$0.00			12/31/2021
MFEI Mini Grant	Vermicomposting Project for EOC	no	12/15/2020	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00		Final Invoice sent 5/13	5/31/2021
Environmental Contingency Account EC-21-024	Bridger Foothill Fire Rehabilitation	No - collaborative project with GWC & NRCS and others.	3/18/2021	\$200,000.00	\$75,000.00	\$0.00	\$0.00			12/31/2022
MACD Water Quality Mini-Grant MOA#21-04	Rolling Rivers Trailer - Associated educational materials	No but collaborative project with MCC and GWC	4/23/2021	\$1,310.00	\$1,310.00	\$0.00	\$0.00			4/29/2022
	Active Grants			Total Grant Funds:		\$113,885.00				
	Completed Grants									
	Contract not yet finalized									

Attachment B

5/20/2021 District Report

Snow water Equivalent; Percentage of Normal

Gallatin: May, 80%

Madison: May, 56%

Jefferson: May, 55%

Yellowstone: May, 74%

Programs

EQIP:

Tip; forestry/fuels reduction Bridgers; 2021-2023 (approved)

-3 applications (forest stand improvement, fuel break, wood residue treatment)

NWQI; Camp and Godfrey creek; 2021 (approved)

-3 applications (Irrigation improvements, livestock water, dairy decommission)

NWQI 2; Camp and Godfrey creek; 2021

-6 applications (dairy decommission, livestock fencing, livestock water)

Fire emergency (approved)

- 5 applications (seeding, weed control, deferred grazing)

-early start waiver; seeding helicopter

(April 20th; tentative)

RCPP; Gallatin County; easements; 2020-2025

-4 application (fencing, water gap, irrigation improvements, cover crops, tree and shrub establishment)

TIP; targeted implementation plans

Forestry (2021-2023); fuels reduction/forest health

Approved; Animal confinement; water quality (2022-2025)

PLANNED; Low residue/high disturbance cropping; soil health (2023-2026)

PLANNED; Weed control, fencing, watering facilities, prescribed grazing, seeding (2022-2025); Dry creek, Smith creek and Sixteen-mile area.

Certifying practices

CSP;

CSP Regular signup;

-2 applications

Events

Past;

Future;

Local working group meeting?

November 2021?

Civil rights review; internal NRCS and Conservation district

Misc.

Covid; Offices closed unless scheduled appointment

Social distancing; masks if not possible

Wearing masks in public spaces in building

Field office is still meeting with producers, planning and certifying practices

Tentative offer made for new soil conservationist

New administrative employee

Joint Chiefs; proposal to reduce fuel loading/benefit forest health in Bridgers south through Jackson creek to Bear Canyon across to Gallatin Canyon.

Attachment C

Administrators Report- May 20, 2021

310 Administration

- (7) new 310 applications for review; 0 reinspection; 0 emergency applications; (2) Complaints; (8) site inspections 0 jurisdictional questions; 0 extension requests; (1) Stream Access Complaint

Accounting

- Paid bills and taxes, PERS and payroll

Media

- Updates to Facebook and website.

Board Meeting

- Information, planning, organization for the May meeting.

Other: Miscellaneous

- BLS- Weekly staff meeting- Mondays
- Owl Webcams reimbursement- Received payment finally!
- Legislative followings
- Farmers Market- vendor solicitation, applications out, planning in full swing.
 - 2021 season: 6/23-9/15.
- Work on QuickBooks/Chart of Accounts revamp- will need to schedule finance committee meeting to review.
- Office space purchase coordination. Associated paperwork, HOA correspondence, bylaws. title company correspondence, insurance notifications, NorthWestern Energy, check in with town, closing procedures and paperwork with Mike.
- Lots of 310 work this month- so many calls regarding potential complaints!
- River Rendezvous planning meetings + work on assigned tasks.
- Worked on preparing the county budget forms. Budget materials due to county 5/21/21.
- Finance committee meeting.
- MCC Fellow- Gillian Rowe- communications with Gillian, planning meetings with Sarah and Leia regarding projects for Gillian, coordination with Stacey (DNRC) on the shared position.
- Joint Application update- zoom meeting attendance. Many positive changes to new application. Will be much more user friendly and provides better information. Updated Lilly (H2O- formerly Hydrologic) regarding upcoming changes to the form. **Currently live. Will be added to our website asap. Just linked to DNRC website, so they can stay on top of the latest version and we don't have to worry about updating with changes.**
- Earth Day Composting workshop- 4/24 + assisted with tasks for program management.
- MACD Leadership meeting, every Friday.
- Conservation Seedling Nursery Orders - coordinated with customers and volunteers for delivery, assisted in unloading truck and with customer pickup.
- Farmers Market Civil Rights training.
- Rolling Rivers contractor meeting.
- Senior Nutrition contract, contract with TLC for services to FM over the summer.
- Webinar- CD Roles and Responsibilities for Range Improvement Loan Program.
- Education Committee Meeting.
- NRCS TIP meeting.
- SET (Statewide Employees Training- formerly SWAT) planning meeting + assigned tasks.

Discussion Items:

Upcoming workshops/Meetings (attending):

- MACD Leadership Meetings- every Friday
- SET- statewide employee and administrators training)- 10/20-10/21
- River Rendezvous- 7/23
- After School Program- 5/27, final celebration for the year.

Meetings in Conference Room (scheduled):

- AGAI meeting- May 27, 11-1.

NRS Staff Report – May 2021 Board Meeting

Grants: *See Excel Sheet*

- GWC Watershed Management Grant: Holly needed to adjust how some funds were used, so she sent in a progress report for partial reimbursement and grant will stay open to finish using rest of funds on volunteer efforts.
- DNRC 223 Grant (Camp/Godfrey Creek Rehabilitation): Met with Torie from GLWQD about hydro sonde for nutrient/water chemistry sampling for Godfrey Creek. Will be sending in the sonde for repairs to use this year. Using monitoring funding to cover costs.
- DNRC 223 Grant (River Rendezvous): Event will occur on July 23rd. Sent off Save the Date invites – please let us know if you plan to attend! Still planning at least one more site stop and figuring out lunch options.
- MFEI Mini Grant: Vermicomposting bin is complete! First workshop was a great success and the worms are doing great. Sent in final invoice and final 6-minute video about the project! Check out the video I made on our website/YouTube! Grant will be all finalized by May 21st.
- Environmental Contingency Account Grant (Bridger Foothill Fire Relief program): Received applications from 5 landowners. Conducted site visits with all with the help of Chris Mahoney. Currently working on ranking and identifying fund allocations for work being done. Will run plan by DNRC for final approval before approving at June board meeting.
- MACD Water Quality Mini Grant: Mini grant written by Olivia (MCC BSWC member) was approved. This funding will pay for the plastic sand material, the cover to the trailer, and all the educational figurines needed on the top. Currently waiting on final proposal from Josh Olsen for Rolling Rivers Trailer build. LCCD brought their rolling rivers trailer down to us for Josh to look at in person and get some measurements. Will send final proposal to the board once it's received.

Office/Internal Work:

- Gillian started on May 17th! We created a workplan for her and went over goals for the year. Took her on a tour around Gallatin County and showed a few sites we're working on in the Bridger fire area, a pollinator plot, and camp creek.
- I led the CD Roundtable discussion on May 19th focused on Cost Share programs. I've been wanting to find out more on how other conservation districts operate their programs and learn new ways to advertise and organize our program.

Programs and Technical Resources:

- Water Supply Report: April report was shared on Facebook and emailed to 389 people on April 1st. 31.1% of people opened the email.
- Landowner Assistance Cost-Share: CS_02_21_Derrick – identified allowable costs for practices applied for. See recommended cost share amounts on separate excel sheet in packet.
 - Received final project photos and receipts from CS_01_21_Gaffney.
- Well Testing Cost Share: None
- Pollinator Initiative: Continued to process new applicants. Will be touching base with applicants this week to see who planted and who still needs to plant. Gillian will be helping a lot with this program this summer to update materials with new info learned this spring and with setting up a monitoring program.
- Montana Conservation Seedling Nursery: Thanks to Mike, Briana, Chris, and Avery for helping us unload and organize the tree order on May 3rd! We moved around 11,000 seedlings, double the order received last year!

Ed & Outreach Programs/Events:

- Belgrade Ag. Spotlight Conservation Corner: Last Ag spotlight focused on Vermicomposting to tie into our worm bin project. Next Ag. Spotlight will focus on our Summer Stewards program and will be written by Leia.
- Earth Day Seed Exchange Event: Great event, had quite a few people show up for seeds!
- Earth Day Festival: Hosted a table with GWC. Focused on promoting pollinator initiative. Met lots of people and signed up quite a few for the program! Great event to attend.

- MASP: Brought chickens, ducks and chicks to talk about animals. Kids learned about anatomy of these different farm animals and they did a great job!
- Kindergarten Pollinator Education Event: Leia and I led three 15-20-minute presentations for 3 kindergarten classes over at Manhattan School. Did a fun activity about pollinators and the color of flowers they fly to and planted some pollinator seed for their classrooms.
- Summer Stewards: Advertised program via homeschool Lifeline newsletter. Continue to advertise program.
- Manhattan Farmers Market: Becky and I have been reaching out to old and new vendors and receiving vendor application forms for this season.

Education and Outreach Center


- Started planting in the garden! Cool weather seeds are in (roots and greens). Planted peas around the edge of the raised bed fencing. Transplanted strawberries from raised bed to new planters next to greenhouse. We've got lots of starts in the greenhouse and we're working on cleaning up the garden for the year! Leia has been doing a lot of work out in the garden and greenhouse.
- Will be planning some volunteer events for warm season planting/flower pot planting end of May/beginning of June.

Events/Meetings Attended:

- MASP – 4/19
- Earth Day Festival (Bozeman) – 4/17
- Earth Day Seed Exchange – 4/22
- Vermicomposting 101 Workshop – 4/24
- River Rendezvous Planning meeting – 4/29
- GWC Board Meeting – 5/3
- Manhattan Kindergarten Class pollinator presentations – 5/5
- NRCS update meeting on CAFO Relocation TIP – 5/6
- Final MFEI check in meeting – 5/7
- Bridger Fire site visits – 5/12
- CD Roundtable – 5/19

Upcoming:

- Art in Garden (Vermicomposting) – 5/21
- Ag Spotlight article – 5/27
- MASP – 5/27
- Bozeman Farmers Market – 6/15
- CD Roundtable – 6/16
- First Summer Stewards – 6/17

- Lewis Flax is blooming in the garden!  May
- Radish, lettuce, Kale (from last year) miner spinach, perennial herbs → lovage, chives, lemon thyme, mint, tarragon are coming up!
 - Garlic, sunflower starts, poppy plants, johnny jump ups, tiny violets, pasque flower are all up (just to name a few!)

We have mowed twice so far. The mower started right up ☺ just wondering if there is a need to have it cleaned (oil change) as a maintenance service?

On May 5th Sarah and I taught 3 classes of Manhattan Kindergardeners about pollinators! Great active kids Mrs. Vacaro was our contact. She is interested in planting some raised beds ☺



The seed sharing open house went well! The Worm Composting Workshop was fun! Both of these events brought NEW people to the garden ☺ yes!

After school Program Update

- It was a chilly day on the 19th but the kids loved the animals!
- Our last afterschool program is on May 26th This will be a fun activities, wrap up event. ☺

We are so grateful they allow us to come!

I attended the Manhattan PTO meeting last week to promote our Summer Stewards program. Thank you Thank you! As always, Thank you Thank you! Leia

Art in the Garden
We will be designing a mural and information signs for the worm bin 
We will be planting more  next week

No Telek this year but Volunteers are coming out of the wood work → 2 young strapping boys, ☺ Kids from Belgrade special Ed. a "weed puller" Mom and Gillian of course! Yeah!