

December 16, 2021 • 310 Meeting

Call to Order: The Gallatin Conservation District Board of Supervisors met on December 16, 2021.

Chairman Mike Hansen called the 310 meeting to order at 9:04 am.

Supervisors Present: Mike Hansen, Briana Schultz, Jason Camp, Tammy Swinney (zoom), Sherwin Leep, Loren Blanksma, and Bob Logar

Supervisors Absent:

Staff present: Becky Clements, Sydney Lyons, Elizabeth Emeline, Leia Miller

Guests Present: Mike Rotar (RESPEC), Buddy Drake (FWP), Mike Duncan (FWP), Chris Mahoney (NRCS), Emily Metier (NRCS), Betty Conrad (GD 17C-21), Drake Burford (Restoration Engineering), Erin Wall (DNRC), Shawna Swanz (DNRC), Jennifer Mohler (GISA), Bill Lee (AGAI), Andrew Wass (Dry Creek Ditch), Jeanie Anderson (Dry Creek Ditch), Jason Kimm (Valley Ditch), Harvey Kimm (Highline Ditch), Doug Kamerman (Highline Ditch), Jeff Green (Gallatin County), Rebecca Carroll (GD 18C-21).

Zoom attendees: Mike Sanctuary (Confluence), Harold Jenson (GD 69-21), Brent Miller (GD 68-21), Travis Monroe (GD 22C-21), Colleen Dowdall (GD 22C-21), Susan Duncan (GD 17C-21), Walt Sales (Valley Ditch), Drew Pearson (Dry Creek Ditch).

1. 310 Applications**a. Application Number: GD 68-21**

Inspection Date: Waived

Applicant: Steve Linde

Landowner:

Contractor/Agent:

Perennial Stream: Denny Creek

Type of Project: Excavation and installation of gravity sewer main.

Purpose: The purpose of this project is to convey wastewater from one area of the project property to a proposed sewer lagoon using gravity piping. To maintain grade throughout the gravity pipe it must cross Denny Creek in one location.

Proposed Construction Date: Start date: 11/15/2021 Finish date: 11/15/2022

Inspection Recommendation: Approve with modifications

Inspection Comments: Inspection waived due to familiarity of site and project principles, as the company has a another, similar application recently permitted with GCD. This project is an extension of the same line previously permitted. Like the dewatering proposal, using sandbags to flop flow to one side while excavating the trench, then vice versa. Suggested to use a plastic liner along the sandbag diversion to keep it watertight. If pumping- be sure to pump far enough to upland areas to infiltrate rather than reenter the stream (and would require DEQ permitting). Encouraged to salvage the sod mat and replace the sod to re-form the banks, rather than wholesale stripping and replacing topsoil at the bank margin. Modifications are the same as the initial application- double line the pipe under and beyond the stream to protect water quality in case of rupture. Double line the pipe between the two manholes, outside the floodplain limits. Complete the work between January 1-May 1 or June 15- October 15- to be sure to maintain passage during the summer months.

Discussion: FWP's main concern is about fish. Add liner, make sure there is no mixing of work into the creek. Anticipated short time period to cross the stream. Engineer is comfortable with timeline proposed.

Decision: Sherwin Leep motioned to approve with modifications. Bob Logar supported. All in favor, motion carries.

b. Application Number: GD 69-21

Inspection Date: Waived

Applicant: Harold Jenson

Landowner: Jenson Family Cabin Trust/USFS

Contractor/Agent:

Perennial Stream: Hebgen Lake

Type of Project: Dredging, Channel Alteration

Purpose: The entrance to the water channel from lake waves have filled in lake sand. We are unable to access cabin docks via boat from the lake.

Proposed Construction Date: Start date: 8/15/2021 Finish date: 8/16/2021

Inspection Recommendation: Approval with modifications

Inspection Comments: Inspection waived due to this project being identical to the multiple others GCD has permitted recently. One modification: place the spoils on the highest terrace, the level the cabins are on, to ensure the sand does not re-enter the lake.

Discussion: Similar to others that have been received the last couple of months. Main concern is to move dredged materials above high water mark. Revised construction window- spring or fall. Low water levels in this area are also impacting fish. Fine with removing dredged materials. Landowner states he has been in contact with USFS. Landowner wonders if he should put spoils on east or west side. Board has no opinion other than above high water. Work with USFS on that.

Decision: Brianna Schultz motioned to approve with modifications. Bob Logar supported. All in favor, motion carries.

c. Application Number: GD 70-21

Inspection Date: December 7, 2021

Applicant: Oxbo Preserve LLC, Nate Naprstek

Landowner: Oxbo Preserve LLC

Contractor/Agent:

Perennial Stream: E. Gallatin River

Type of Project: Bank Stabilization and Restoration

Purpose: To restore fish/aquatic habitat, restore channel, bank, and floodplain function, and restore wetland and riparian vegetation on two banks of the E. Gallatin River which have been altered by historic agricultural activities. The prior

land use had eliminated all deep rooted, woody vegetation on the banks and the banks are eroding at a rapid, unnatural rate. Further, aquatic habitat is very limited along the project banks as bank erosion/lateral migration occurs readily and scour/pool development is reduced. The lack of trees, shrubs, and deep rooted herbaceous species lead to a complete lack of near-bank overhead cover.

Proposed Construction Date: Start date: 7/11/2022 Finish date: 10/28/2022

Inspection Recommendation: Approval as proposed

Inspection Comments: Very interesting project. Design solid. All in channel work must be completed before October 15 in order to eliminate brown trout spawning conflicts. 318 waiver issued.

Discussion: Habitat restoration project, attempting to get Gallatin River reconnected with the floodplain. More work on same property that previously had a permit for this type of project. Result of agricultural encroachment, causing banks to migrate pretty rapidly. Plan is to restore the bank, revegetate the area to build up a bankful bench. Discussion on in-channel work being done by Oct. 15. Reinspection tour potential for 2023. Goal is to naturalize erosion rates. Long term project- will take years for some of the vegetation to come back.

Decision: Bob Logar motioned to approve with inspection comments. Jason Camp supported. All in favor, motion carries. Brianna Schultz recused herself from the vote.

Sidebar: Buddy brought up that this project is just upstream from another oxbow cut-off that was permitted by GCD to be stabilized. Was priorly noted if that fails Confluence was supposed to remove it. Since then, landowner and Confluence have parted ways. So, discussion on who will ultimately be responsible. Mike H states it is ultimately the responsibility of the landowner. Good question – as we see these type situations sometimes.

d. Application Number: GD 71-21

Inspection Date: December 7, 2021

Applicant: Rosa-Johnson Development

Landowner: same

Contractor/Agent: Morrison-Maierle, Inc

Perennial Stream: Dry Creek

Type of Project: Bridge

Purpose: The goal of this project is to construct a pedestrian bridge over Dry Creek in order to provide safe food passage within the surrounding developments.

Proposed Construction Date: Start date: 1/3/2022 Finish date: 2/3/2022

Inspection Recommendation: Approval as proposed

Inspection Comments: Good location for pedestrian bridge. 318 waiver issued.

Gallatin Conservation District Meeting Minutes December 16, 2021

Discussion: Part of a development and providing a trail network. Adequate span over creek and riparian. Project will not have any negative effects on the water.

Decision: Sherwin Leep motions to approve as proposed, Jason Camp supported. All in favor, motion carries. 15 day waiver.

e. Application Number: GD 72-21

Inspection Date: December 7, 2021

Applicant: Kliday & Stratton Inc.

Landowner:

Contractor/Agent: Morrison-Maierle, Inc

Perennial Stream: Aajker Creek

Type of Project: Channel/Bank Project

Purpose: The goal of the project is to construct an outlet from a constructed stormwater pond within a residential development.

Proposed Construction Date: Start date: 1/3/2022 Finish date: 2/3/2022

Inspection Recommendation: Approval as proposed

Inspection Comments: Project designed well to accomplish goals. 318 waiver issued.

Discussion: Pipe will be going under the pond. A little confusing, but ultimately a good project. Water cannot go directly into the pond due to it being 2 different water sources. Constructed wetlands needs a discharge area, and there really is not an alternative for what they need to do without a negative impact on the wetland.

Decision: Jason Camp motioned to approve. Brianna Schultz supported. All in favor, motion carries. 15 day waiver.

f. Application Number: GD 73-21

Inspection Date: December 7, 2021

Applicant: Charter Realty and Development

Landowner: Montana State University Alumni Foundation

Contractor/Agent: Morrison-Maierle, Inc.

Perennial Stream: West Fork East Catron Creek

Type of Project: Culvert Installation

Purpose: The Montana State University Innovation Campus (MSUIC) development is proposed on a 42-acre property development zoned Business Park located between West College Street and West Garfield Street and between the Bozeman Gateway Subdivision and the Advanced Technology Park. The proposed project will extend the existing Technology Blvd to provide access to future businesses within the MSUIC. The roadway will require a culvert in West Fork East Catron Creek.

Proposed Construction Date: Start date: 1/3/2022 Finish date: 2/3/2022

Inspection Recommendation: Approval with modifications

Inspection Comments: Recommend a single pipe or box culvert for conveyance. Proposed pipe lengths also exceed 80 foot recommended length, although due to flow conditions, length proposed is acceptable (New plans submitted with suggested modifications). 318 waiver issued.

Discussion: Initially had proposed 2 pipes, and was over maximum length for fish passage. New plans submitted utilize a single box culvert capped at 80 feet. Better opportunity than first proposal. Box will be 3'x6'. Likely there's fish in this stream- has not been sampled by FWP- but confident in saying there's fish in there. Maybe not a lot, but still fish.

Decision: Bob Logar motioned to approve with modifications as received with 15 day waiver. Jason Camp supported. All in favor, motion carries.

2. Complaints:

a. Complaint Number: GD 17C-21 Inspection Date: November 28, 2021

Complainant: Susan Duncan

Complainee/Landowner: John Godwin/Nova Ann Stone

Contractor/Agent:

Perennial Stream: W. Gallatin River

Complaint: Witnessed a bobcat/skidsteer in the riverbed near Erwin Bridge. Bobcat was actively pushing gravel toward the west bank, creating a berm. The west side of the gravel bar from the bridge down to where the gravel bar runs out (maybe 300' or more) has been scraped and piled along the west bank. Irrigators in the area are concerned about impact to their points of diversion, especially during high water, when the gravel berm has potential to wash away and scour the banks.

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

Inspection Comments: Remediate damage to gravel bar.

Landowner and responsible party has been identified. Onsite inspection with Megan Gibson from Gallatin County Compliance, Sean O'Callaghan- Floodplain Administration, Mike Duncan- FWP, and Becky Clements, on behalf of CD, was conducted. Mr. Godwin admits he is the responsible party, states he was not aware of the need for any permits, and is anxious to make this right. He states he was trying to stave off flooding that occurs due to nearby irrigator's point of diversion immediately upriver. He will be in attendance at the board meeting and was advised to not do anything until proper permitting is obtained from all parties.

Discussion: Grading work has been done on downstream side left. Work also done behind the house- push back in the side channel. Needs to work with Floodplain Administrator and Corps. Dirt and debris have been pushed into channel. Recontour the gravel bar- fill placed possibly will have to be removed or prove it will not present flooding issue. Bar needs to be recontoured. Violating party needs to do what they can to minimize what has been done. Lots of work has been done by landowners in this area and is going to need regulating agencies to continue to chase unpermitted work further upstream. This is the tip of the iceberg, going to need to figure out who's done what. FWP agrees with recommendation to recontour gravel bar. Floodplain and USACE can deal with the issues behind the house. Landowner states they wanted to do some work to prevent flooding, which has been an ongoing issue. Engineer will be needed for issues behind the house. A 310 will be needed for the recontouring- just work through CD- but professional consultation is recommended. Neighboring landowner thinks irrigators need to be involved in the recontouring design and project. Discussion on impacts to downstream landowners and irrigators in the area. Realtors should have disclosed the floodplain/floodway. Violator intends to consult professionals on how to remediate and put back the way it was. Irrigator says he is concerned about things settling down after this disturbance. Mike H thinks it might be a good idea to coordinate with area landowners when coming up with a plan to address this and many parties are affected. Once floodplain decides on issues behind the house- another 310 will be required to fix that as well. But would be prudent to do as much as possible before high water –especially the recontouring work. Another irrigator expressed concern over damage that might be sustained by to Upper Creamery headgate nearby. Hopeful that, with coordination, this can be addressed thoughtfully.

Decision: Loren Blanksma motioned to acknowledge as a viable complaint and to await a 310 to address this. 90 day deadline to get 310 in. Sherwin Leep supported. All in favor, motion carries. March 16, 2022 deadline.

b. Complaint Number: GD 18C-21

Complainant:

Complaine/Landowner:

Contractor/Agent:

Perennial Stream:

Inspection Date: December 7, 2021

Gallatin County Compliance

Rebecca Carroll

Gallatin River

Complaint: The installation of a culvert from the property to an island in the Gallatin River prior to high water this year, the removal of all the trees along this section of the Gallatin River, a berm installed along this section of the Gallatin River, and numerous portable toilets located on and adjacent to the island.

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

Inspection Comments: Discuss required remedial action at board meeting.

Discussion: Landowner mistakenly judged an overflow channel was a ditch. Road constructed to an island. Overflow channel- culvert installed. Probably will not withstand a flood and needs to be taken out. Landowner states she thought she was cleaning out a ditch- created a berm. Inspection team thinks this needs to be taken out as well as it poses a threat to her property. Berm and culverts need to come out. Can burn debris and then smooth out the berm. Landowner states she called nearby towns to see if she needed permits and was not advised of any needed. Prior bridge/culvert existed where new culverts are installed, but had failed. Still needs access over where that road is. Bridge would be preferable- but will need a 310 for that. First process is to clean up what has been done. Then can address the bridge. Will need permit for smoothing out the berm, replace the culvert.

Decision: Bob Logar motioned to acknowledge complaint. Complainant has 60 days to submit 310 to remove some of the unpermitted activity. Jason Camp supported. Can submit two 310s at the same time to address the repairs and then also construct the bridge/replace culvert. All in favor. Motion carried. Feb 14, 2022 deadline.

c. Complaint Number: GD 22C-21

Inspection Date: Waived

Complainant: Charles Seibenga

Complainee/Landowner: Travis Monroe

Contractor/Agent:

Perennial Stream: Aajker Creek

Complaint:

Inspection Recommendation: Not a violation

Inspection Comments: This is a natural buildup of woody debris in a shallow side channel of the stream.

Discussion: Board will not tolerate weaponizing 310 complaint process one party against another.

Decision: Loren Blanksma motioned to declare as not a violation. Brianna Schultz supported. All in favor, motion carried.

3. 310 Emergency Applications: None**4. Other 310 Business:**

- **Jurisdictional Determination-**

- Requesting party, Brian Van Rooyen of Hyalite Engineering, wants to know if a 310 permit is needed for upcoming project to pipe ditchwater and construct roads on parcel in vicinity of Huffine Lane and Gooch Hill Rd.

1. Inspection Comments: Non-jurisdictional- no riparian, obvious pastureland.

2. Sherwin Leep motioned to acknowledge as non-jurisdictional. Jason Camp supported.

All in favor, motion carries.

- **USFS- Dredging Applications- DNRC and legal staff were consulted. Landowner does not have consent to projects. Lessee needs to communicate with USFS. 310s are required for dredging projects on Hebgen Lake. GCD processes are being enforced correctly. Send letter to prior applicants of the need to contact with USFS. Going forward – advise applicants of need for USFS involvement.**

5. 310 Old Business:**a. Complaint Number: GD 13C-21****Inspection Date: August 10, 2021****Complainant:****Ronald Spoon****Complaine/Landowner:****Dixie Deeter****Contractor/Agent:****Perennial Stream:****Jefferson River****Complaint:**

Extensive placement of rock rip-rap was observed from a boat on May 25, 2021. Previously, natural rock “barbs” were constructed in the vicinity and approved by Gallatin CD.

Inspection Recommendation:

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

Inspection Comments:**Discussion:****Decision (August 19, 2021):**

Bob Logar motioned to acknowledge complaint as a violation of 310 law. Plan will need to be submitted to address the work that has been done without the permit. Looking for 310 application to be submitted by the October meeting. Goal of having the riprap removal addressed appropriately by end of March. Part of the application should include the reutilization of riprap, as appropriate, to protect their property and home. Tammy Swinney seconded. All in favor, motion carries.

From October 2021 meeting: Draft mitigation plan submitted by Mike Sanctuary of Confluence to show commitment to address the violation, but requesting an extension. Mike S needs to assess the river under normal flow conditions, as he currently was only able to assess during extreme low flow. Therefore, requesting more time to inspect the site, to see where bank erosion might be likely to occur based on hydrologic analysis under normal flow conditions. Mike S. agreed to notify the USACOE, as the site is currently a violation with them as well, to get their input on how they would like this addressed going forward.

Decision (from October 19 meeting): Tammy Swinney motioned to table the issue, pending Confluence notifying USACOE and getting back to GCD on that by the December meeting. Sherwin Leep supported. All in favor, motion carries.

Update: Mike Sanctuary notified USACOE on 10/26/21 and to date, other than the acknowledgement of receipt of his letter, has not had any communications from them.

Discussion: Mike S drafted letter to the USACE, extended offer to meet on site. All they have received is acknowledgement of receipt of that letter. Mike D will reach out to USACE. FWP would like to see this remedied before high water. Does not think we need to wait for normal flow conditions. 45 days out at least is likely before the USACE expected response. Mike S really wants to visit with them onsite. Mike S will also reach out to USACE. Table to January meeting in hopes of USACE engagement by then.

b. Application Number: GD 55-20

Inspection Date: December 8, 2020

Applicant: Kameron Kelsey

Landowner: Kim Kelsey

Contractor/Agent:

Perennial Stream: Taylor Fork

Type of Project: Bridge construction

Purpose: Build bridge to access private land on opposite side of creek.

Proposed Construction Date: Start date: 7/1/2021 Finish date: 12/31/2022

Inspection Recommendation: Approval as proposed.

Inspection Comments: Proposed dimensions of bridge are good and result in minimal impacts to streambanks.

Discussion: Inspection team reports this is a good spot for a bridge; straight section of reach in stable condition. Bank is also in stable condition. Applicant agreed to keep the bridge high enough that it will not affect flow. He was going to try and get the footer down next year, but work may continue into the next year and may need an extension.

Decision: John Schutter motioned to approve. Seconded by Steve White. Mike asked about 1-year limitation; if the board could maybe approve the project on a 2-year permit. However, rules state permits are issued on one-year basis. Extension will be easy to get. All in favor, motion carries.

UPDATE: One year extension requested.

Decision Bob Logar motioned to approve one year extension. Sherwin Leep seconded. All in favor. Motion carries.

6. Public Comments on District 310 Permitting Business: None

7. Adjournment of 310 Meeting: 10:34 am

December 16, 2021 • Business Meeting

Call to Order: The Gallatin Conservation District Board of Supervisors met on December 16, 2021.

Chairman Mike Hansen called the business meeting to order at 10:45 am.

Supervisors Present: Mike Hansen, Briana Schultz, Jason Camp, Tammy Swinney (zoom), Sherwin Leep, Loren Blanksma, and Bob Logar

Supervisors Absent:

Staff present: Becky Clements, Sydney Lyons, Elizabeth Emeline, Leia Miller

Guests Present: Mike Rotar (RESPEC), Buddy Drake (FWP), Mike Duncan (FWP), Chris Mahoney (NRCS), Emily Metier (NRCS), Erin Wall (DNRC), Shawna Swanz (DNRC), Jennifer Mohler (GISA), Bill Lee (AGAI), Jason Kimm (Valley Ditch), Harvey Kimm (Highline Ditch), Doug Kamerman (Highline Ditch), Andrea Wass (Dry Creek Ditch), Jeanie Anderson (Dry Creek Ditch) Jeff Green (Gallatin County).

Zoom attendees: Walt Sales (Valley Ditch), Drew Pearson (Dry Creek).

BUSINESS MEETING AGENDA-

1. Guests & Public Comments on District Business Meeting- 1045
 - a. Jenn Mohler- Crail Gardens update- has started having wildlife habitat- birds and bees. Increasingly attracting visitors. Many thanks the board for their support of the garden.
 - b. Conserve our Canyon- MCC crews work with FS. Great crew this year. GISA pays for one week of crews, historically NorthWestern Energy pays for another. This year NorthWestern Energy is backing out, but use of canyon is continuing to go up. GISA is going to continue to look for ways to fund this second week.
2. Grants/Agreements/Contract Report - See Spreadsheet- Attachment A
 - a. Jenn Mohler- 223 Grant- Weed education trailer. Have borrowed one for years, but looking to get their own. Multiple conservation benefits to this trailer. Working with somebody who has built these in the past. Budget is \$53K. Sponsors will be advertised on back of trailer. 223 grant amount being asked for is \$10K. This would certainly be available for events all throughout the county. Elizabeth states she can handle this grant. Bob motioned and Brianna supported GCD sponsoring the grant. All in favor, motion carries.
 - b. ARPA- Three ditch company representatives attended our December Board Meeting to present their ARPA project applications and request Gallatin Conservation District Sponsor their project through the County and State application and contracting process.
 - i. Valley Ditch- History of project goes back to 2002. Currently, ditch does not flow. 2.3 miles of slow moving ditch. Sediment issues. Broad community participation. NRCS involved. Will help water quality and community support. Everybody on board, but costs are 3x higher now than they were. So, looking for funding support. Did not get accepted first time due to not being a

non-profit. Looking for CD support to help them get their funding. Going to apply for both state and county funds. Elizabeth states she can handle this grant. Capacity wise- very doable. GCD would just be pass through. Elizabeth working on a document that will very specifically spell out who does what. Valley would do all the reporting. Walt Sales thanks the district in their willingness to consider helping these irrigators. As a legislator, he is excited to show the willingness of agencies to help get these projects funded.

- ii. Highline- Break in the canal over the summer. Second break in 10 years. Decided to install a liner. 3,300 total feet needed to be lined. 2000' lined so far. Need funding for the additional 1300'. Have received technical assistance on application to make sure it fits ranking requirements. Discussions on different liner types and matching funds. Elizabeth gives her stamp of approval of the project.
- iii. Dry Creek- 2 separate projects. Line irrigation canal for 4000 feet. Long history of seepage issues. Crop development and machinery use in this area is being affected. Water conservation and water quality would be improved by this project. Losing 3CFS with this seepage. Project would leave this water in the waterbody and help with water retention. Sediment pond proposed which will provide location for sediment to be deposited and removed from the system. Feels this project lies well within the intent of the ARPA ranking. Elizabeth gives her approval of capacity to handle this grant.

- Brianna Schultz motioned to support all three grants. Seconded by Jason Camp. DNRC (Erin Wall) advises Federal audit will be triggered in these transactions. Can include an audit fee in contracts. Board stipulates to make sure audit fee is included. \$10K contingency is typical. Awards likely will not be given until June, but can retro expenses back to March. All in favor, motion carries. Get MACD guidance on audit and fees.

3. Cost-share Program:

4. Well-Testing Cost-share Program:

5. Consensus Agenda

- a. October Meeting Minutes- Brianna Shultz motioned to approve the October meeting minutes. Tammy Swinney supported. All in favor, motion carries.
- b. Excused Absence of board members- all present

6. NRCS – See Attachment B

- a. Report – introduced Emily- new Soil Conservationist. 75% of normal for precip. But have since had another snowstorm, so should be better than reported.
- b. Date for LWG meeting- Feb 16th. NRCS facilitates. GCD will help with advertising + host. This will help set NRCS priorities for the next couple years.

7. Supervisor Report: Planning Boards

- a. Planning board- Manhattan- no December meeting. November meeting- zoning amendment application for the casino- denied. Planning board approved a day care center which is actually within Town Center Condominiums. Will be a conveniently close group for youth educational activities for GCD.
- b. County Planning Board- no report.
- c. GLWQD- Brianna did not attend. There was discussion on subcontracting another GIS person.
- d. MACD update- Discussion on the citizen's advisory panel Mike sits on relating to Chronic Wasting Disease and the newest data released. Convention- discussions on the resolutions- which passed, which did not. St. Mary's diversion getting \$100M out of ARPA; about half the amount needed. 30/30 resolution- the opposition of this was supported due largely to concept not really being developed yet and not a lot of understanding of what it really is or entails. MACD elected new president and vice president.

8. Staff Reports

- a. Administrator's Report- Becky- See Attachment C. Days off request approved.
 - i. Annual Meeting- plan for the week of March 7-11 at Gallatin Gateway Community Center. Breakfast meeting. Conservationist of the year award(s). Try to implement slide show and speaker.
- b. NRS Report- Elizabeth- See Attachment D- Rolling Rivers Trailer- close to completion. Contractor going to do a test run of it. Working on storage space. Bridger Fire Discovery HOA- Used non-native reseeding. Contracted native seeding though. Brianna reports that it is pretty standard practice, as it comes up fast. Bob states he does not love that they did that. Non-native, uses a lot of moisture, competes with native. However, such a small amount, not too worried about it. Would not recommend it moving forward. Reimburse actual costs, even though it is under what they originally thought it

would be. Communicate to HOA the board is concerned about the oats and barely (non-native). Letting it go, but still concerned.

- c. Education and Outreach Director- Sydney- See Attachment D- presented annual report draft. Board appreciates this report. Reflects all the work GCD has done through the year. Great report to have available at the annual meeting. Working on Envirothon, 2022 goals, division of tasks between Sydney, Gillian, and Leia.
- d. Education Specialist Report- Leia- See Attachment F- struggling to keep the worms warm- MSU greenhouse might be an option to house them for us. Westscape nursery- also has greenhouse- maybe a possibility.

9. Old Business

- a. Convention update – success! Next year will take place in Helena. All of Area 6 helping to plan.
- b. Other old business?

10. New Business



- a. Loren- award- 10 years of service on GCD Board.
- b. Supervisors
 - i. Chair succession- Loren will serve as chair beginning January 1st. Sherwin will be vice-chair.
 - ii. Terms ending 2022. To renew- filing period runs January 13-March 14, 2022.
 - 1. Sherwin Leep
 - 2. Jason Camp
 - 3. Loren Blanksma
- c. Other new business?
 - i. Adoption of new pay scale- 5.9 COLA increase. Bob Logar motioned to adopt the 2022 GCD pay scale. Sherwin Leep supported. All in favor. Motion carries.
 - ii. Complaints- going forward, to better protect privacy of involved parties- start only including name and GCD assigned number on the agenda. Omit inspection comments, complaint details.

11. CD Seminars/Workshops:

- a. December 21, 5pm-6pm: Montana Public Lands
- b. GISA- Pasture Management Workshop Series- February-April 2022

12. Parking Lot

-
- a. Edging in the garden
 - b. Conference Room electrical upgrade
 - c. Soundproofing Office Space(s)
 - d. QuickBooks revamp
 - e. Property Management Company
13. Accounting (Deposit, Credit Card, Invoices) + Updated P&L, Balance Sheet -Bob Logar motioned to approve financials as presented. Brianna Schultz supported. All in favor motion carries.
14. Adjournment of Business Meeting- 1:45pm
15. Executive Session- Employee Evaluations

Minutes approved by

1/20/22

Date

Attachment A

Grant Report | Gallatin Conservation District Board Meeting | December 16th 2021

Grants	Funding Provided For:	Partners?	Date Approved	Total Amount Requested	Total Amount Funded	Grant Progress (Funds used or committed) (12/2021)	Current Amount spent or reimbursed by GCD (12/2021)	Final Amount Reimbursed to GCD	Final Report Submitted	Final Report Deadline
DNRC 223 Grant (Silver Roadhouse) 236-21-3685	Bus transportation, printing educational materials, and meeting room rental	yes/collaborative - MNCDC	9/27/2020	\$3,300.00	\$7,200.00	\$1,476.81	\$1,476.81	\$1,476.81	10/14/2021	12/31/2021
DNRC MPA Emergency - High Line Canal Co. 086-22-1792	Canal Breach Emergency Repairs	High Line Canal Co.	8/26/2021	\$10,000.00	\$10,000.00	\$10,000.00	\$0.00	\$10,000.00	12/7/2021	12/31/2021
DNRC MPA Education Grant - Montrose School 236-21-3683	Plant and Animal Relationship in Montrose's Forest - Field Trip	yes Montrose School	8/10/2020	\$500.00	\$500.00	\$500.00	\$0.00	\$0.00	10/28/2021	12/31/2021
BAACD (SWCD) Watershed Stewardship Funding 080M21-04	Watershed Planning and Stakeholder Engagement in Lower Gallatin Watershed	yes/collaborative - GWC	5/29/2020	\$15,500.00	\$10,493.00	\$1,297.00	\$1,237.00			3/31/2022
BAACD Water Quality MPA Grant 080M21-04	Rolling Rivers Trailer - Associated educational materials	No but collaborative project with MOC and GWC	4/13/2021	\$1,310.00	\$1,310.00	\$1,310.00	\$2,922.23			4/29/2022
Watershed Management Grant (EWG) WMG-20-0073	Lower Gallatin Watershed Project Planning and Community Outreach	yes - GWC	4/3/2020	\$32,017.50	\$8,900.00	\$6,570.00	\$6,570.00			9/30/2022
Environmental Contingency Account EC-21-004	Bridge/Facility Fire Rehabilitation cost share projects	No - collaborative project with GWC, weed district & NRCS and others.	3/18/2021	\$200,000.00	\$75,000.00	\$67,500.00	\$31,029.38			12/31/2021
DNRC 223 Grant (MHC) 236-20-3681	NRCS Camp/Godfrey Creek Rehabilitation	No but collaborative project with NRCS	6/15/2020	\$16,600.00	\$14,000.00		\$0.00			12/31/2021
ARPA - Galatin Watershed Council	Water quality improvement in E Galatin	GWC								
ARPA - Valley Blotch	Water quality improvement	Valley Blotch, Gallatin County								
ARPA - Dry Creek	Water quality improvement	Dry Creek, Gallatin County								
ARPA - Farmers Canal	Water quality improvement	Farmers Canal, Gallatin County								
ARPA - High Line Canal	Water quality improvement	High Line Canal, Gallatin County								
ARPA - Low Line/Kaughan/Sabert Canal	Water quality improvement	Low Line Canal, Gallatin County								
DNRC 223 Grant (Invasive Species Education)	Educational Materials	GSA								

Completed Grants
Active Grants

Total Grant Funds: \$122,885.00

Attachment B**12/13/2021 District Report****Water Year to Date**

Gallatin:	December, 75%	October, 85%	September, 84%
Madison:	December, 74%	October, 82%	September, 82%
Jefferson:	December, 65%	October, 75%	September, 78%
Yellowstone:	December, 64%	October, 87%	September, 88%

Programs**EQIP:**

Deadlines; Ranking deadline; Jan 28, 2022

Tip; forestry/fuels reduction Bridgers; 2021-2023

- 4 current applications

Will need to ask for additional funding

NWQI; Camp and Godfrey creek; 2022

-4 irrigation improvement applications

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

-1 application

RCPP

-3 applications (Wildlife, cover crops, well decommission

Certifying practices**CRP**

2 traditional crp offers accepted

2 grassland crp offers accepted

CSP

1 renewal

3 new applications; preapproval March 18

Events

Past;

Future;

Local working group meeting? February?

Feb 16 or Feb 23

Civil rights review; internal NRCS and Conservation district

Soil health symposium; Feb 9-10 Billings

Misc

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

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

Urban Agriculture

Attachment C**Administrators Report- December 16, 2021****310 Administration**

- (6) new 310 applications for review; () reinspection; () emergency applications; (3) Complaints; (7) site inspections (1) jurisdictional questions; (1) extension requests; () Stream Access Complaint

Accounting

- Paid bills and taxes, PERS and payroll

Media

- Updates to Facebook and website.

Board Meeting

- Information, planning, organization for the December meeting.

Other: Miscellaneous

- Weekly staff meeting- Mondays
- Farmers Market-
 - Senior Nutrition administration. Final report submitted.
- Multiple complaint phone calls- question on procedures, discussions with USACOE, lawyers, inspection team, Gallatin County Compliance.
- Complaint inspection with Gallatin County Compliance, Floodplain Administration, FWP.
- After School Program attendance- monthly, first Thursday.
- Help in EOC with garden cleanup.
- MUCH 310 work this month- especially with complaints.
- SET attendance in October. Sat on a 310 panel, discussing administration and management, legal processes, and complaint procedures.
- Convention attendance in November. Helped the EO with their event + selling 50/50 tickets.
- Christmas Stroll- December 9- Craft Fair preparations/decorations
- AGAI Annual meeting attendance- kept minutes + answered questions on 310s and maintenance permits.
- Employee evaluation prep- discussions with Elizabeth and Sydney, prepped paperwork, emailed to supervisors.
- Review of CD Handbook for MCDEO.
- H2O meeting with Lilly/GWC.
 - Minimum viable product- February
 - Hoping to have web application live/usable in April.
- Troubleshooting of phone issues with Spectrum and computer issues with Dusty.
- Hebgen Lake USFS Ranger communications + check in with CD legal.
- Annual Financial Report for State of MT.

Discussion Items:

- Days off request- January 11-13
- Reporting from County
- Scholarship- will be announced in February. Draft for January meeting.
- Annual Meeting
- Gillian starts – January 10
- Supervisor mileage check- January

Meetings in Conference Room (scheduled):

- AGAI meeting- December 30, 11-1.
- Area 6 meeting- January- TBD

Upcoming workshops/Meetings (attending):

- BSWC Orientation Training- 1/19-1/21

Attachment D

NRS Staff Report | Gallatin Conservation District Board Meeting | Dec. 16th 2021

Grants: *See Grant Report Excel Sheet*

- DNRC 223 Grant (River Rendezvous): Final Report submitted 10/1/2021. MRCDC reimbursed for their portion. Grant Completed!
- DNRC ARPA Emergency - High Line Canal: Final Report submitted by High Line Canal Co. High Line Canal can be reimbursed. Waiting to hear back from High Line on a good address to send the money to.
- DNRC Mini Education Grant - Monforton School: Final Report Submitted 10/28/2021. Monforton is still waiting on a receipt from MOSS and then DNRC can process reimbursement on their end.
- MACO (SWCDM) Watershed Stewardship Funding: Ordered water conservation signage for the EOG and starting final reporting with the GWC.
- MACO Water Quality Mini Grant Simulation props and sand orders complete. Trailer is completed! Josh will be testing out the trailer with the sand this week and then doing a training day with us to make sure we know how to run it.
- Watershed Management Grant with GWC: No change from October (GWC is planning how to allocate the remaining funding through next year).
- Environmental Contingency Account Grant (Bridger Foothill Recovery): Sandra Erickson reimbursed for partial completion. Bridger Hills HOA seed mix needs discussion. Quarterly report will be submitted to DNRC before 12/31/2021.
- DNRC 223 Grant (Camp/Godfrey Creek Rehabilitation): Both participants checked in. Progress report submitted to DNRC 12/8/2021.

Cost Share Programs:

- Fire Recovery Cost Share:
 - FRCS_01_21_Erickson - Partial reimbursement sent.
 - FRCS_04_21_HOA- Site visit went well, seed mix needs discussion.
- National Water Quality Incentive Cost Share:
 - NWQICS_01_21_VanderMolen - Carl checked in, projects are in progress.
 - NWQICS_02_21_CampCreekland&Cattle - Brent has some tanks to install and then he is ready to submit invoices.
- Well Testing Cost Share Program:
 - We had more confusion from people not using the Well Educated program. I've re-done the application form and updated the website pages.

Education & Outreach Programs/Events:

- Water Supply Report: Completed the October & November reports. Both are up on the website & were sent out via email.
- AGAI/DNRC Q&A Meeting: November 2nd, Presentation by Autumn Coleman, and Erin Wall to AGAI Members, County and CD Staff to discuss the irrigation specific grants.
- AGAI Annual Meeting: December P\ Was present to answer questions about ARPA and

discuss how things will go at our December 16th Board meeting.

Events/Meetings Attended:

- SET Training in Red Lodge - 10/20-21
- Garden Cleanup with NHS - 10/22
- AGAI Meeting - 10/28
- AGAI/DNRC Q&A-11/2
- ARPA Grants Training Round II Webinar -11/9
- MT AIS Winter meeting (virtual) -11/9-10
- ARPA Irrigation Grants Webinar - 11/12
- GCD Adult Workshop, "Plants" with GISA-11/16
- MACD Convention in Great Falls-11/17-19
- **AGAI** Annual Meeting - 12/1
- Drought Task Force Call - 12/8
- Manhattan Christmas Stroll - 12/9
- CD Roundtable "CD Continuity" - 12/15
- Regional Stakeholder Groups - MT Drought Mgmt Plan - 12/15
- Misconceptions of Biological Control Webinar - 12/15
- GCD Christmas Party - 12/15

Upcoming Events:

- Holiday schedule: December 20th - December 23rd. Out of office/checking emails
- GCD Adult Workshop, "MT Public Land Water" - 12/21
- Progress Report Due for Camp/Godfrey Creek Rehabilitation Grant - 12/31
- Quarterly Report Due for Environmental Contingency Account Grant - 12/31
- Final Report Due for MACO Watershed Stewardship Funding Grant - 12/31
- ARPA Irrigation Applications Due to Gallatin County - 12/31
- ARPA Competitive and Irrigation Applications Due to the State-1/14
- GWC Stakeholder's Meeting -1/19

Discussion Items:

- Jen Mohler, 223 Grant Application for an Invasive Species Education Trailer
 - Application included in packet, no admin fee, Jen will handle reporting
- **ARPA** Sponsorship requests
 - Irrigation - Valley Ditch Company
 - Irrigation - High Line Canal Company
 - Irrigation - Dry Creek Irrigation Company
 - Irrigation - Farmers Canal Company
 - Irrigation - Low Line/Keughen/Gabriel Canals
- Bridger Hills HOA - Native seed mix not completely native, spent under 50/50 CS

Respectfully submitted,

Elizabeth Emeline | elizabeth@gallatincd.org

Education and Outreach Staff Report

Sydney Lyons / December 2021

Community Outreach

- STEAM at the Science Center
 - Delivered a presentation about water pollution and utilized the watershed kits (big hit)!
- Bozeman Christmas Stroll
 - Partnered with the Gallatin Watershed Council to host an information booth
- Natural Wreath-Building Workshop
 - Highlighted the Pollinator Initiative, Education and Outreach Center, and our mission
- Manhattan Christmas Stroll
- MACD Convention
- Manhattan After-School Program
- Fall Stewards
- Alternative Energy Resources Organization Expo

Meetings

- Gallatin Valley Earth Day Committee
- Gallatin Valley Land Trust
- Conservation District Outreach Workgroup
- Montana Wildlife Federation
- Gallatin Local Water Quality District
- Gallatin Watershed Council Board Meeting

Office

- Organized the Craft Fair for the Manhattan Christmas Stroll
 - Recruited vendors, advertised, and planned event details
- Revamped and delivered monthly e-newsletter to over 400 recipients
- Updated social media weekly with related information and upcoming events
- Collaborated with Leia and other educators in the planning of school programs, etc
- Wrote and submitted Conservation Corner article to Belgrade News
- United with Jen Mohler (Gallatin Invasive Species Alliance) in arranging and advertising of 2022 Pasture Management Workshop
- Promoted program opportunities via social media, newspapers, flyers, and other platforms
- Corresponded with staff from local schools in planning of programs
- Contributed to employee job descriptions and roles discussion
 - Designated and divvied up tasks among GCD staff

- Designed personal work plan to expand responsibilities, projects, and community involvement
- Revised website with updates and current opportunities
- Devoted time to general upkeep and winter preparation in Education and Outreach Center
 - Who knew we'd be tending to the garden year-round?!
- Prepared education materials and learning resources for numerous programs and events

Upcoming

- Bozeman Winter Farmers Market
- Montana Science Center Presentation
- Adult Conservation Workshop
- Manhattan After-School Program
- Soil Health Symposium
- Pasture Management Workshop

Ongoing

- Development of Annual Report
- Establishing Envirothon team from local high schools
- Serving on board for Gallatin Valley Earth Day to organize community celebration
- Composing winter ecology curriculum to deliver to students at the Bozeman Field School
- Brainstorming ideas with Conservation District Outreach Work Group to prioritize how we tell stories and improve communication with the public
- Contributing to the expansion of Montana All-Taxa Invasive Species Education Campaign
- Initiation of "Adopt a Trailhead" program to educate residents of the valley about noxious weeds and the local Conservation District
- Creating a "Starter-Kit" for new Gallatin County residents to inform about water usage and other relevant topics

Wishing you all Happy Holidays and a joyful New Year!



"Little" happenings in the garden

Nov. November and December ~

There are little fairy houses decorated in our greenhouse right now! We made this an activity for the afterschoolers and opened it up to kids in the community.~

Keeping the worms warm continues to be a challenge for us.~

Three trees are decorated in the garden for the show.



My time has been busy with puppies! So we planned a pop up puppy playtime in the garden.~ So much fun to see happy kids and happy puppies!

MERRY CHRISTMAS!
Everyone!
Thank you!
Kia

