

December 15, 2022 • 310 Meeting

Call to Order: The Gallatin Conservation District Board of Supervisors met on December 15, 2022.

Chairman Loren Blanksma called the 310 meeting to order at 8:59am.

Supervisors Present: Loren Blanksma, Mike Hansen, Sherwin, Leep, Briana Schultz, Jason Camp, Tammy Swinney, and Bob Logar. Associate Supervisor- John Schutter

Supervisors Absent:

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

Guests Present: Matt Johnson (RESPEC), Buddy Drake (FWP), Mike Duncan (FWP), Kris Gandrud (Confluence), Chris Mahony (NRCS), Keri Bilbo (NRCS), Thomas Berkley (OREP), Brett Megaard (Hyalite Engineering), Dick Shockley, Peggy Lehmann, Jeff Brandner (GD 05C-22, GD 78-22). Numerous other attendees with illegible sign in signatures.

Zoom attendees: Max Haller (RESPEC), Taylor Winkel (RESPEC), Marc Cohodes (GD 82-22), Deborah Smith (GD 81-22), Eric Foss (GD 86-22), Jim Lovell (GD 83-22, GD 87-22, GD 88-22), Nicole Olmstead (GD 89-22)

1. 310 Applications

a. Application Number: GD 58-22

Inspection Date: October 11, 2022

Applicant:

Dixie Deeter + Dale Swearingen

Landowner:

Dixie Deeter

Contractor/Agent:

Dave Smith Construction

Perennial Stream:

Jefferson River

Type of Project:

Channel project- repair barbs

Purpose:

To repair barbs that have been damaged since they have been placed. Goal is to repair barbs to save the house and orchard. This is needed ASAP to utilize the rock on the bank to keep cost down and save time.

Proposed Construction Date:

Start date: TBD

Finish date: Unknown

Inspection Recommendation:

On Hold

Inspection Comments (10/2022):

Application is incomplete. Drawings providing length, width, and height of barbs must be submitted to determine impacts.

Discussion (10/2022):

Have been out to site multiple times. Barbs need to be repaired. Not enough detail provided though. Basic info needs to be submitted. Applicants were looking for guidance, which inspection team couldn't provide, but they will get it from their engineer.

Decision (10/2022):

Motion from Bob Logar to put application on hold. Tammy Swinney supported. All in favor, motion carries.

Inspection Comments (12/2022):

Barb details were submitted. But, are same construction plans that were used to originally install the barbs- which have failed twice.

Discussion (12/2022):

Email from Deeter's and Mike Sanctuary (who's been retained to help with this permit), requesting to put on hold another month due to scheduling conflicts with both parties. Matt comments that the plans submitted have failed in the past. Would like to see good faith efforts to improve upon this to ensure it doesn't fail again.

Decision (12/2022): Brianna Schultz motioned to deny, Tammy Swinney supported. This has been on hold for too long and engineer's email states he's going to submit new plans anyway. All in favor, motion carries.

Side note: Rock that was required to be removed from previous violation (GD 13C-21)- Rock surrounding the cottonwood tree was not removed, as landowners think the rock is necessary to protect the tree. Becky to send letter to applicant that they need to remove the rock around the tree to be in compliance regarding the complaint. March 1st 2023 deadline. Won't need a 310 as it's part of original complaint resolution.

b. Application Number: GD 78-22

Inspection Date: December 7, 2022

Applicant: Jeff Brandner

Landowner: same

Contractor/Agent: same

Perennial Stream: UT of Brackett Creek

Type of Project: Bridge Construction (already completed)

Purpose: The bridge is necessary to cross the creek to provide access to the northern border of Ross Peak Ranch to create a fire break. The bridge is only required to allow a smaller Skid Steer to cross. Applicant was unaware of 310 law, and already completed the bridge construction. Bridge is 8'x12'.

Proposed Construction Date: Start date: 11/1/2022 Finish date: 11/1/2023

Inspection Recommendation:

Inspection Comments: Discuss at meeting.

Discussion: Reviewed emailed statement from complainant. Submitted plans for the "as built" bridge are undersized for the creek.

Decision: Mike Hansen moved to deny application in lieu of the complaint (GD 05C-22). Bob Logar supported. Bridge is undersized and cannot be approved. All in favor, motion carried.

c. Application Number: GD 80-22

Inspection Date: December 7, 2022

Applicant: SBC, Inc.- Jamie Bouttcher

Landowner: 5H Ranch Trust

Contractor/Agent: WGM Group, Inc.

Perennial Stream: Hyalite Creek

Type of Project: Bridge replacement, bank alteration.

Purpose: The purpose of this project is to construct a new bridge to replace an existing bridge crossing over Hyalite Creek. The crossing consists of one approximately 40' span consisting of a repurposed railcar frame. The project is necessary due to the poor and deterioration condition of the existing

structure. The existing abutments are partially exposed and have been subject to erosion. The bank below the abutments has also experienced substantial erosion and scouring causing a significant loss of material below the abutments. Currently the abutments have no protection from erosion and scouring caused by hydraulic forces. This erosion and scouring could potentially result in settlement of the structures, or even total failure of the structure. The existing substructure, which consists of two concrete abutments, will be removed, and replaced with concrete sills. Replacing the existing bridge and supporting superstructure is necessary to ensure the bridge can adequately support expected traffic loading. These upgrades will help to protect public safety as well as protecting the integrity of the stream by preventing erosion of the concrete abutments and native material near the bridge.

Proposed Construction Date: Start date: 3/6/2023 Finish date: 5/19/2023

Inspection Recommendation: On Hold

Inspection Comments: Pending additional plans for abutment modifications.

Discussion: Straightforward, but not. Easy bridge to replace. Modifications were suggested in the field and applicants requested to put on hold to get better plans submitted. Discussion in the field to change plans for their abutments. Riprap armoring was originally proposed. But will have negative impacts to the resource. Scour analysis would be appropriate to be considered in this instance.

Decision: Tammy Swinney motioned to place on hold until January board meeting. Brianna Schultz supported. All in favor, motion carried.

d. Application Number: GD 81-22

Inspection Date: October 11, 2022

Applicant: Scotty and Deborah Smith

Landowner: same

Contractor/Agent: Precision Inc.

Perennial Stream: Leverich Creek

Type of Project: Bridge Construction (already completed)

Purpose: The bridge is necessary to create a connection between the 2 sides of the property and to enable landscape machinery access to the eastern portion of the property for landscape construction/maintenance and/or other equipment required for future repairs to the aging septic field located in northeast quadrant of the property.

Proposed Construction Date: Start date: /2022 Finish date: /2023

Inspection Recommendation:

Inspection Comments:

Discussion: This application is in response to a complaint (GD 03C-22). Pillars were requested to be cut that are down in the active channel. This is not referenced in the application. Applicant, in attendance, states that she did remove the pillars. Drawings in the application still show the pillars. Pictures and/or drawings to verify they were removed are required. Applicants states they will still be able to walk across and take a lawnmower across. Concerned that they have an aging septic system for their house. Equipment won't be able to use that bridge in the future to fix that problem. Buddy advises they will be able to shore up the bridge temporarily with wood or pipes, should that occur, and they need to use it for heavy equipment to address the septic.

Decision: Mike Hansen motioned to approve with note to provide documentation the pillars have been removed. Jason Camp supported. All in favor, motion carried.

e. Application Number: GD 82-22

Inspection Date: October 7, 2022

Applicant: Marc Cohodes

Landowner:

Contractor/Agent:

Perennial Stream: Gallatin River

Type of Project: Bank project

Purpose: As built- project already completed. Purpose was to build a rock retaining wall to prevent erosion.

Proposed Construction Date: Start date: Already completed Finish date: NA

Inspection Recommendation: Rock wall was observed during October inspection. This as built application was requested at the October board meeting.

Inspection Comments:

Discussion: This fire pit/retaining wall was observed during a different inspection. Buddy states the rocks are unlikely to move.

Decision: Mike Hansen motioned to approve as built. Brianna Schultz supported. Applicant states he now is well aware of the 310 law and will comply from here on out. All in favor, motion carries.

f. Application Number: GD 83-22

Inspection Date: December 5, 2022

Applicant: Warm Springs LLC (Marc Pierce)

Landowner: same

Contractor/Agent: Confluence Consulting, Inc.

Perennial Stream: Warm Springs

Type of Project: Channel Alteration

Purpose: The purpose of the project is to improve instream habitat for fish. Habitat was improved in spring 2022 under 310 application GD 22-21 and that work was largely successful. However, some of the shallower constructed pools are underperforming and would benefit from minor adjustments, primarily deepening. The adjustments will advance the original project goals of restoring functional, deep pool habitat, improving spawning habitat, and reducing channel widths to improve sediment transport.

Proposed Construction Date: Start date: 1/16/2023 Finish date: 3/31/2023

Inspection Recommendation:

Inspection Comments: Plans look good, but board needs to discuss project's effectiveness. 15 day waiver recommended.

Discussion: Previously approved project at this location last year. Same location as a project that was completed approximately 20 years ago as well. Buddy states there are fish everywhere in the stream- so clearly a functioning stream. Last year's project was maintenance of the site. This application is to fine tune the project. Buddy is not in favor, as it is a functioning stream. Does not think this is appropriate response to protecting the resource. Project is for personal benefit, not resource benefit. This will kick up temporary impacts in terms of sedimentation. This could have negative impacts to the fish population as well.

Decision: Bob Logar motioned to deny as not unnecessary and detrimental to the resource/fish population. Support by Brianna Schultz. All in favor, motion carried.

g. Application Number: GD 86-22

Inspection Date: December 7, 2022

Applicant: Casey Tippens, Bozeman Trax Partners, LLC

Landowner:

Contractor/Agent:

Perennial Stream: Mandeville Creek

Type of Project: Channel/Bank Project, Culvert

Purpose: The project is for the Bozeman Trax-Track C Rail Extension project on Bozeman Trax Partners, LLC owned property that is located on the north end of the project and will involve development of areas for industrial use with rail sidings. As part of the future development for the site to include a rail siding, a crossing culvert will be required for the Track C rail extension where it will cross Mandeville Creek. The rail extension will be used as a future loading and unloading area that is in future plans.

Proposed Construction Date: Start date: 3/1/2023 Finish date: 3/30/2023

Inspection Recommendation: Approval with modifications.

Inspection Comments: Plans look good for an AOP box culvert. One foot counter sink is perfect. Bed/Bank should be constructed within culvert to ensure base flow is not an impediment- too wide and shallow. Otherwise recommend approved as proposed. Excellent plans. 318 waiver issued.

Discussion: Upstream from a priorly permitted project as part of a development. Requested to form a base flow channel within the box that will be better for the resource. Engineer representative states those changes are acceptable and will make changes to the plans.

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

h. Application Number: GD 87-22

Inspection Date: December 5, 2022

Applicant: Hammer Ranch, LLC

Landowner: same

Contractor/Agent: Confluence Consulting, Inc.

Perennial Stream: Lewis Ditch- tributary to Camp Creek

Type of Project: Channel/Bank Project

Purpose: The project is necessary to restore Lewis Ditch to a condition which supports sediment transport so that the fishery can be fully functional and self-sustaining. Currently, the channel dimensions are too wide, and the associated gradient is insufficient to maintain proper sediment transport. As a result, the bed gravel has become smothered with sediment, reducing fish spawning opportunities and impacting aquatic insect development. Sedimentation throughout the proposed project reach has also limited functional deep pool habitat and its associated thermal refuge for fish. The purpose of this project is to restore these key limiting functions to improve instream habitat for fish and aquatic life. This will be accomplished by restoring functional deep pool habitat, improving spawning and aquatic insect habitat, and reducing channel width to improve sediment transport.

Proposed Construction Date: Start date: 2/1/2023 Finish date: 3/17/2023

Inspection Recommendation:

Inspection Comments: Work on this ranch was done approximately 20 years ago. Sediment transport is a problem, but fisheries is functioning. Board discussion is required.

Discussion: Work proposed is on the Lewis Ditch. Headgate is closed but ditch is full. Want to narrow and work the ditch so that it passes the sediment that it has retained. But also wants to install a sediment pond above, which doesn't make sense and will require maintenance in the future. Fish population is handling current conditions just fine. So not sure if this is necessary from a resource standpoint. Brianna questions that this project will not be a narrowing project

at all. If they clean out 66 pools, this will be a sediment trap. So won't narrow or help with transport at all. The last time this was completed was 20 years ago. Buddy doesn't think this will really gain anything with the project. Concern about water rights/conveyance issue. Applying under false pretense. Verbiage up front doesn't fit the data/application plans submitted. Sherwin wonders about the riffles and other things that might affect water conveyance to effectively get water to the irrigators. Engineer states water in will equal water out. Will be better at capturing sediment and improve water quality downstream and benefit fisheries downstream. Jim (engineer) will get a letter out to all the water users on the ditch to let them know of the project. 66 pools into a system that has sediment issues to begin with is just going to fill in. Rootwads and boulders into system is not natural. Brianna doesn't agree with those additions as they are not natural. Engineer states the work done 20 years ago was not done very well and proposed work will improve upon this. Sediment trap on the other end will hopefully alleviate the pools filling in as quickly and help with that high sediment load. Jim states boulders are already there from prior work. Having wood in the system is not necessarily a bad thing. Fish like it as it provides cover for the fish. Buddy wonders how the land management will change. There will be no grazing, more vegetation along some of the stretches. Loren suggests putting on hold for a month so to verify water right users have been notified and give them a chance to respond. Jim will send letter and responses to the board.

Decision:

Bob Logar motioned to put on hold upon notification of the water users. Will revisit in January. Tammy Swinney supported. All in favor, motions carries.

i. Application Number: GD 88-22

Inspection Date: December 5, 2022

Applicant:

Sydney Herman

Landowner:

Contractor/Agent:

Confluence Consulting, Inc.

Perennial Stream:

Willow Creek

Type of Project:

Channel/Bank Project

Purpose:

The purpose of the proposed project is to create and improve instream habitat along three reaches of Willow Creek. This will be achieved by excavating a series of deep pools and using the excavated material to build point bars and riffles. The deep pools will provide thermal refuge for trout during warm summer days, as well as overwintering habitat for trout when the stream is ice covered. Bank brush layering will be installed in the stream bank in three locations and habitat logs in 18 locations to provide overhanging vegetation and large woody debris for in-stream cover.

Proposed Construction Date: Start date: 1/1/2023 Finish date: 6/1/2023
Inspection Recommendation: Approval as proposed.

Inspection Comments: Past work looks very good and has solidified banks nicely. Impacts from proposed work should be minimal, but benefits will be substantial. Work needs to be completed before April or later in summer to avoid rainbow spawning. 318 waiver issued.

Discussion: Visited the site for a different project within the last couple of years. Work was soft materials, great approach. Viewed those sites, and they turned out beautifully. Same approaches proposed in this application. This is a weird system. Tough to deal with due to the dam up above. Land management practices have skewed things a bit, but this project addresses that. Expecting positive results with this project as well. Engineer is fine with the suggested modifications- work time restrictions. Hard deadline of 4/1 to complete to allow for spawning. Otherwise wait until afterwards (late summer, early fall).

Decision: Bob Logar motioned to approve with modifications to complete before 4/1 or to start later (late summer, early fall). Mike Hansen supported. All in favor, motion carried.

j. Application Number: GD 89-22

Inspection Date: December 5, 2022

Applicant: Tom Berkley, Outlaw Real Estate Partners

Landowner: Laurel Parkway LLC

Contractor/Agent:

Perennial Stream: Baxter Creek/UN Ditch

Type of Project: Channel/Bank Project, Agricultural/Irrigation, Crossings/Roads

Purpose: To realign an unnamed ditch to follow property boundaries and return irrigation water to Baxter Creek more quickly. Currently, there is not a surface water connection between the unnamed ditch and Baxter Creek.

Proposed Construction Date: Start date: 6/1/2023 Finish date: 5/31/2024

Inspection Recommendation: Approval with modifications.

Inspection Comments: The realignment of the ditch is necessary for the project's development. Capturing the water that is going subsurface and transferring to Baxter Creek/ditch benefits everyone including the resource. We highly recommend lining the ditch to prevent subsurface, transportive loss. 318 waiver issued.

Discussion: Previously determined jurisdiction of this site. Want to route stream around the development project. Inspection team thinks this is a good project. Inspection team thinks they should line the ditch. Concerned with slope. 1% slope to something much less so will be a slower, swampy section. If they don't line it, they will experience much water seepage. Applicant questions

jurisdiction, streams vs. ditches. Yes, it's getting ground water. But not transporting much water. The further west in the valley you go, this is a common problem. Evaluate other water ways in the same way. Questions that other ditches that are also capturing groundwater, should also be reevaluated. Thinks this is something as a board that they should consider. Buddy states this has always been the case. The stream ditch classification is tricky. Mike D states there's been a lot of research in this particular area, and it has been documented that this is a stream/ditch classification. Stormwater ponds in the area are also contributing to the ditch picking up groundwater. So much groundwater in the valley. Mike H thinks the board should not turn a blind eye to that fact. Mike D is working to get that data digitized and available to view. Bob thinks we should err on the side of caution and inspect these projects.

Decision:

Bob Logar motioned to approve with modifications, with requirement to line the ditch. Tammy Swinney supported. Will need to ask for extension past the one year mark. All in favor, Brianna Schultz abstained.

2. Complaints:**a. Complaint Number: GD 05C-22**

Inspection Date: December 7, 2022

Complainant:

H. Hutchison, W. Wilsey

Perennial Stream:

UN of Brackett Creek

Inspection Recommendation:

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

Inspection Comments:

Bridge was built on an active channel. Span is too small, and debris has been pushed or placed in the channel. Board needs to determine whether or not the bridge should be removed now and replaced in the future. Or whether it makes more sense to allow the bridge to stay until the fire mitigation work is completed.

Discussion:

Reviewed emailed statement from complainants. The bridge is a violation. There is water in the channel- active channel. Bridge is undersized and too short. Some fill was pushed into the channel. Landowner is using bridge to clear fire defensible area around Ross Peak. Will be hard to move now and will create more of a mess. In the interim, can they just use the bridge to complete the work? Applicant would like to finish the work on the other side of the creek. Wouldn't approve what was built, but made a good faith effort in submitting the as built application. Matt thinks they should leave what's there. It will go through one run off cycle. The little bit of fill in the channel that may be runoff will be less of an impact than the bridge being removed. But might set a precedent in regard to the violation. Primary concern of the board is the resource. If the intent is not to have a permanent bridge in place, then it

makes more sense to leave bridge at this point. Applicant says work will likely be completed by next November. Won't use the bridge until the dry season anyway- likely September. Applicant states he just did not know and didn't mean to break any laws. Will work with the CD to properly remove the bridge after work is complete. Tammy questions the raw conditions of the site. BMPs might should be used in the spring to prevent raw materials from eroding into the stream. To do the work by hand would be best practice.

Decision:

Bob Logar motioned to acknowledge the complaint, but that removal would be more detrimental. So, leave the bridge until work is completed. Hard deadline of 12/2023 for removal. Sherwin Leep seconded. All in favor, motion carried.

3. 310 Emergency Applications: None

4. Other 310 Business:

a. Jurisdictional Determination-

- **Christine Pearcy- Middle Creek Ditch**

1. Inspection team advised this is a stream-ditch and is jurisdictional.

- **Gallatin County Web Map issue-** developments are running into setback issues. County is not using an accurate system. It appears an unauthorized person made the determination on whether 310 permit is needed for Bozeman waterways. Would like to see references to whether or not a 310 is required removed with a note to contact the CD. Becky to write letter to the GIS department. Also consult Floodplain Department, Chris Scott (planning department). GCD would like their system to not refer to 310 at all. Any water – call CD.

- **Jurisdictional Determinations-** Jason Garber advises to not conduct these. He says most CDs do not and they are not required of us. He advised to just have all inquiries submit a 310 application.

1. Inspection team thinks this is providing a service for people to determine jurisdiction. This provides a chance to review a potential location and can advise on necessity for 310 or to inform that one is not needed. This saves everyone the steps of managing a submitted application if not needed.

- a. Buddy states that he views them as a courtesy. But JDs made in the field are not legally binding. This lessens the amount of paperwork the board has to go through. Board is comfortable with the inspection team giving their

professional advisements in the field. But there could be benefit to the board seeing all apps on their side. If there is any doubt- advise to put in a 310. High profile apps should be advised to submit 310. Make sure it's the entire inspection team meeting for these and consensus in their determinations, not individual opinions.

5. 310 Old Business: None

a. Supreme Court decision on jurisdictional stream + next steps.

i. Caitlin and Jason advise to pick up right where we left off. Now we have certainty from the Supreme Court there is jurisdiction over the stream. Legal team advises GCD proceed with processing the violation and renew the request to have Mr. Pfeil submit a 310 application. Any actions going forward can be treated like any other 310 issue where the Board has jurisdiction. Set a deadline for 310 submission.

1. 60 day deadline for the as built application. Becky to let DNRC/Caitlin know GCD greatly appreciates their support through this process.
2. Notify Mr. Pfeil. 60 days from today's date. February meeting deadline for this. Reinspection will not be necessary.

ii. Related- page 8 of MT Supreme Court Decision – footnote- Supreme Court points out a that one of our adopted rules contradicts our case + their findings. Jason Garber advises to change that rule through appropriate procedures.

1. Mike Hansen motioned to begin the process to remove that statement of a channel lacking terrestrial vegetation. Also review entire model rules document for any other needed changes. All in favor, motion carries.
2. Dick Shockley- neighboring landowner to the Pfeil property. Read a statement.
3. Peggy Lehmann- concurs with recommendation of Mr. Shockley.

6. Public Comments on District 310 Permitting Business: None

7. Adjournment of 310 Meeting: 1105am

December 15, 2022 • Business Meeting

Call to Order: The Gallatin Conservation District Board of Supervisors met on December 15, 2022. Acting Chairman Mike Hansen called the Business meeting to order at 1125am.

Supervisors Present: Loren Blanksma, Mike Hansen, Sherwin, Leep, Briana Schultz, Jason Camp, Tammy Swinney, and Bob Logar. Associate Supervisor- John Schutter

Supervisors Absent:

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

Guests Present: Chris Mahony (NRCS), Keri Bilbo (NRCS)

Zoom attendees:

BUSINESS MEETING AGENDA-

1. Guests & Public Comments on District Business Meeting- 1125
2. Grants/Agreements/Contract Report - See Spreadsheet. Attachment A
 - a. Valley Ditch Emergency Funding- Breach on 9/20. Dug through neighboring field. Created 10 foot pond area. Requesting sponsorship for emergency grant funding. Everybody at DNRC is expecting the application. Work was completed within a week. Only asking for less than \$3,000. Mike Hansen motioned to sponsor the grant for the emergency funding. Tammy Swinney supports. Waive admin fee for this grant. All in favor. Motion carries.
 - b. Camp/Godfrey Creek- they missed their deadlines, but the money is still available through DNRC until the end of the month. Elizabeth would like to pay them out and has refigured the budget tables. Mike Hansen moved to approve the extension of these contracts and final payouts. Bob Logar supported. All in favor, motion carried.
3. Cost-share Program: None
4. Well-Testing Cost-share Program:
 - a. WTCS-09-22- McLaughlin
 - b. WTCS-10-22-Roth
 - c. WTCS-11-22- Gavin
5. Consensus Agenda
 - a. October Meeting Minutes- Mike Hansen motioned to approve. Jason Camp supported. All in favor, motion carried.
 - b. Excused Absence of board members- all present
6. NRCS
 - a. Keri Bilbo presents- talk about maintaining a good working relationship with NRCS. We have a good relationship currently, but be sure to keep communications open if there's ever an issue. New

Supervisory DC- Ashlee Barker. Will be at a future meeting. Worked as DC in Billings. Her crew managed over \$1M in EQUIP and \$500K in TSP. IRA- NRCS will benefit in their budget from this – 2024, 25, 26. Will have to be sure if it's tied to appropriate practices.

b. Report – Attachment B

7. Supervisor Report: Planning Boards

- a. Planning board- Manhattan- Met Nov. 17.
- b. County Planning Board- Sierra Vista Subdivision on Gooch Hill and Huffine. 32 acres. 100 residential lots. 2 phases. Unanimously approved. Water and sewer will be connected to existing sewer system. Park space included.
- c. GLWQD- Going to redo/review their bylaws. New position open for water quality specialist.
- d. MACD update- Convention update- Gilly resolution- rewrote resolution to support the concept, not necessarily the price/particular company. Gilly presentation was well received. Lots of questions. Resolution passed with overwhelming majority.
- e. DNRC Update- see report- Nov. + Dec. – Attachment C
- f. Gallatin Watershed Collaborative- Water sharing, water budget, community level, water availability, water quality, resilient landscapes. Put this on the agenda going forward for a monthly report.

8. Staff Reports

- a. Administrator's Report- Becky – Attachment D
 - i. Look into separating our tax funding from the county account.
 - ii. Talk to other larger CDs to see how they do it. Kalispell, Missoula, Yellowstone (Laverne), Great Falls.
 - iii. Becky to send staff reports to John/Associate supervisors as well.
- b. NRS Report- Elizabeth- Attachment E
 - i. Rotunda Day/Legislative Meet and Greet. Motion by Mike Hansen to approve travel as appropriate for this. Sherwin Leep supported. All in favor. Motion carries. Close office. Have candy at the table.
- c. Education and Outreach Director- Sydney- Attachment F
- d. Education Specialist Report- Leia- Attachment G

9. Old Business

- a. Professional Development Workshop- January
 - i. Check in 1/9 if staying overnight.
 - ii. Professional development class 9-4 on 1/10.
- b. Mandeville Creek - Briana and Elizabeth did a site visit with Trout Unlimited personnel. They've applied for a 319 grant with DEQ and have received funding. Project will be North Park Development. Part state, part private property. Where Farmers Canal comes back into Mandeville Creek. 100% open to public, big park, trail, educational area.
 - i. GCD to consider a donation for trees/plantings, educational sign, sponsor the projects. This could be a great way to utilize some of the funds from the main street rental to use for a community project.
 - 1. Looking for preapproval to work on this. Will bring more concrete plans to the board once we have them. Currently waiting for 318 contract to be finalized.
- c. Gilly- no word from team on costs. They've requested to come to the January board meeting.
- d. NACD convention update- travel arrangements made + registration paid. Will start working on presentation. 45 minutes.
- e. Three Forks, West Yellowstone updates:
 - i. Three Forks Council Meetings- 2nd Tuesdays, 6pm. Zoom available.
 - 1. Next Meeting- 1/10/2023
 - ii. West Yellowstone Council Meetings- First Tuesdays. Work sessions at 6pm, meeting at 7pm. Zoom available.
 - 1. Next Meeting- 1/3/23?
- f. Other old business?

10. New Business

- a. 2023 MRCD Representatives- Tammy Swinney- primary. Mike Hansen- alternate.
- b. February board meeting change- 2/23- Approved.
- c. Soil Health Symposium attendance- 2/7-2/9- Sherwin Leep motioned for Leia and Bea to attend. Support from Brianna Schultz. All in favor, motion carries.

- d. Stewardship Cooperators Workshop- 2/28-3/2- Mike Hansen motioned for Elizabeth to attend + lodging. Tammy Swinney supports. All in favor, motion carried.
- e. Bea's (Soil Health BSWC member) 1st day- 1/9/23
 - a. Review of workplan
- f. Gallatin Valley Earth Day- starting presentations- 1/6/23, 7pm. Nature's Best Hope author- Douglas Tallamy.
- g. Other new business?
 - a. Next chair/vice chair- Sherwin Leep- Chair, Jason Camp- Vice. Start in January.
- 11. CD Seminars/Workshops:
- 12. Parking Lot
 - a. QB Budget
 - b. Audit
 - c. Conference Room electrical upgrade – Loren's connection- will be in touch. Tentative- January 2023.
 - d. Soundproofing Office Space(s) + pavers in greenhouse
- 13. Accounting (Deposit, Credit Card, Invoices) + Updated P&L, Balance Sheet- Mike Hansen motioned to approve as presented. Bob Logar supported. All in favor, motion carried.
- 14. Adjournment of Business Meeting- 1:30pm
- 15. Executive Session- employee evaluations
 - a. Motion to approve the 2023 pay scale by Tammy Swinney. Support by Briana Schultz. All in favor, motion carried.
 - b. Motion to allow Sydney and Elizabeth to work outside the office up to 1 day per week by Sherwin Leep. Supported by Tammy Swinney. All in favor, motion carried.


Minutes approved by _____ Date 1-19-23


Minutes prepared by _____ Date 1/13/23

Attachment A

Grant Report | Gallatin Conservation District Board Meeting | December 15th 2022

Grants	Funding Provided For:	Partners?	Date Approved	Total Amount Requested	Total Amount Funded	Grant Progress (Funds used or committed) (12/2022)	Current Amount spent or reimbursed by GCD (12/2022)	Final Amount Reimbursed to GCD	Final Report Submitted	Final Report Deadline
DMRC Watershed Management Grant (GWC)	Lower Gallatin Watershed Project Planning and Community Outreach	yes - GWC	4/23/2020	\$22,037.50	\$5,900.00	\$5,900.00	\$5,900.00	\$5,900.00	12/5/2022	9/30/2022
HACD Water Quality Mini-Grant MOA821-24	Rolling Rivers Trailer - Associated educational materials	Neibut collaborative project with MCC and GWC	4/23/2021	\$1,310.00	\$1,310.00	\$1,310.00	\$22,387.44	\$1,310.00	9/2/2022	10/28/2022
DMRC 223 Grant (NRCS) 236-20-3691	NRCS Camp/Godfrey Creek Rehabilitation	Neibut collaborative project with NRCS	6/15/2020	\$16,600.00	\$14,000.00		\$0.00			12/31/2022
DMRC 223 Grant (Invasive Species Edo)	Educational Materials	GISA	12/16/2021	\$10,000.00	\$10,000.00		\$0.00			8/28/2023
DMRC RFP Funding (Pallinator Initiative)	Area 6 Pallinator Initiative road, site prep, signs and promotional	Area 6	4/21/2022	\$37,427.79	\$37,500.00	\$9,498.80	\$9,498.80			4/29/2023
DMRC Mini Education Grant (Manufacture)	Plant and Animal Relationship in Montano's forest - field trip	Yav-Manufacture School	9/15/2022	\$918.73	\$950.00	\$950.00	\$950.00	\$950.00	11/3/2022	6/30/2023
Volley Ditch Branch Repair Emergency ARPA - Dry Creek Irrigation Canal	Volley Ditch Branch Repair	Volley Ditch		\$2,815.00						
Immunization ARPA - High Line Canal Improvement Project (AC-22-A124)	Water quality improvement, Lining	Dry Creek, Gallatin County	12/16/2021	\$195,462.00	\$240,372.00					
ARPA - Godfrey Canyon Siphon and Blowoff (AC-22-A125)	Water quality improvement, Repairs & additional lining	Highline Canal, Gallatin County	12/16/2021	\$205,274.32	\$195,462.00					
ARPA - South Cottonwood Headgate Rehabilitation (AC-22-A126)	Water quality improvement, Siphon & blowoff	Volley Ditch, Gallatin County	12/16/2021	\$240,372.00	\$184,000.00					
	Water quality improvement, Headgate rehab	Former Canal, Gallatin County	12/16/2021	\$184,000.00	\$205,274.32					
Completed	Completed	Total ██████████								
Active	Active Grants									
Contract	Contract not yet									

Attachment B**Water Year to Date of 12/9/2022 (Water year begins October 1-September 30)**

Gallatin: Dec, 123%
Madison: Dec, 142%
Jefferson: Dec, 122%
Yellowstone: Dec, 112%

Programs**EQIP: (signup deadline 10/28/2022)**

Tip; Animal confinement

-1 application; (estimated financial assistance, \$440,000)

Tip; forestry/fuels reduction Bridgers; 2021-2023

Will run through Joint Chiefs funding

High tunnel

-2 applications; (estimated financial assistance, \$14,000)

Joint Chiefs 2023

-19 applications; (\$551,000 estimated financial assistance)

NWQI; Camp and Godfrey creek; 2023

-2 applications to date; (\$300,000 estimated financial assistance)

-irrigation

-small acre grazing

RCPP; 2023

-4 applications; (up to \$315,000, remaining in financial assistance,

may cap to fund 2024 applications)

CSP 2023 Renewal

-2 applications funded(\$189,000, financial assistance provided)

CSP 2023 Classic

-3 applications

Events

Past;

D.C. Meeting Helena 11/14-11/16

MACD meeting Helena 11/14-11/18

Future;

All NRCS employee meeting; Great Falls 2/21-2/23

Misc

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

-Hiring

-administrative assistants

Attachment C

**REPORT TO WESTERN CONSERVATION DISTRICTS
DECEMBER 2022****CONGRATULATIONS!**

Congratulations to Green Mountain CD and Ruby Valley CD for their successful applications for CD Project/Capacity grants! Both CDs submitted great applications for project funding towards watershed and riparian area restoration projects. I look forward to seeing these great projects implemented!

ANNUAL FINANCIAL REPORTS

If your fiscal year runs July 1 – June 30, don't forget that your annual financial report is **due by December 30**. These reports are required by the Department of Administration: Local Government Services. If you need more information or assistance with your report, contact Darla Erikson at DErickson@mt.gov or (406) 444-9491. Don't be late, there are penalties!

MACD ANNUAL CONVENTION

It was great to see everyone in-person at the annual MACD convention in November. It was an excellent opportunity to hear directly from CDs and gain a better understanding of how DRNC can support you. During the convention, I moderated the panel discussion on resilience, and I came away with several ideas for future opportunities to work together. I look forward to working with CDs in the coming months and years to increase our preparedness for emergencies in the future.

CDB OFFICE HOURS

Due to scheduling conflicts and holidays, we will not be hosting CDB Office Hours in December. We'll resume in January. Stay tuned for the exact schedule.

CHRISTMAS HOLIDAY

Monday, December 26th is the observed holiday for Christmas. CD offices will be closed, and this is a paid holiday.

Can you believe another year has come and gone? It seems like just yesterday that I was hired at DRNC to represent CDs in Western Montana. This has been a year of growth, learning, humility, and awe. I am continuously amazed by the great work that CDs across the state accomplish and am proud to support your efforts in any way I can. I'm looking forward to another great year!

Wishing everyone a happy holiday season,

-Hailey Graf

**Hailey Graf**

Conservation District Specialist
Conservation Districts Bureau

Phone : (406) 437-4435

Email: hailey.graf@mt.gov

Attachment D***Administrator's Report- December 15, 2022*****310 Administration**

- (11) new 310 applications for review; () reinspection; () emergency applications; (1) Complaints; (11) site inspections (1) jurisdictional questions; () 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
- Weekly convention planning meetings + award nominations + convention attendance
- Gilly- discussions with development team, convention presentation planning, assistance to applicants, historic files uploaded
- After School Program
- Positive Pay trainings + upload of practice file + outstanding checks to date file uploaded.
- SNFMP administration + closeout meeting with program administrator- redemption rate was low this year, so will be sending back \$ to the state.
- Administrator Bootcamp (end of October)
- GCD Christmas party booked
- Gillian's final evaluation
- Legislative committee meetings
- Employee eval materials to supervisors + prep of self eval materials
- Pollinator workshop attendance
- November bills prepped + mailed
- NACD research
- Communicated with upcoming Professional Development Training facilitator.
- Insurance company research
- Community Corner article for Belgrade News- researched + composed
- Meeting with Ferguson Meadows representatives regarding potential project on stream.
- Made complaint + jurisdictional team member reports interactive for iPads.

Discussion Items:

- MACO insurance cancellation
- December office closure- 12/29
- Annual Financial Report- due date 12/31.
- County Account- continuing to see a lot of fraudulent activity

Meetings in Conference Room (scheduled):

- AGAI meeting- 12/29, 11-1

Upcoming workshops/Meetings (attending):

- CD Roundtable/Area Representative Meeting- 12/21, 10:00-12:00.
- MACD Legislative Meeting- 12/27, 7am
- MACD Legislative Event + meet and greet- 1/24
- NACD Annual Meeting- February 11-15.

Attachment E

NRS Staff Report | Gallatin Conservation District Board Meeting | December 15, 2022

Grants: *See Excel Sheet*

- Watershed Management Grant with GWC: Final report submitted, waiting for reimbursement so that we can reimburse GWC.
- MACD Water Quality Mini Grant: Grant completed; we have been reimbursed
- DNRC 223 Grant (Camp/Godfrey Creek Rehabilitation): Vandermolen project is completed, Chris Mahony to send photos, etc. Camp Creek project is still in progress. Final reporting is due on December 31st. I have everything ready to go once I get Vandermolen documents.
- DNRC 223 Grant (Invasive Species Edu Trailer): Trailer build is complete! The Gallatin Invasive Species Alliance is undergoing a branding change that would include a change to their name and logo to appeal to more people. We were granted a 6 month extension from DNRC so that GISA can get their new logo on everything.
- DNRC RFP Funding (Pollinator Initiative Grant): Pollinator workshop went well! Progress report was sent to DNRC, and we have been reimbursed by DNRC.
- ARPA: All start up paperwork has been submitted to DNRC. No change since last meeting.
- DNRC Education Mini-Grant for Monforton School: Grant completed; we have been reimbursed
- Valley Ditch Company Breach Repair Grant:

Valley Ditch Company is requesting sponsorship. See photos on screen.

On September 20th 2023, there was a breach on Valley Ditch down a hillside on a non-water user's property. The breach washed out the hillside going to the bottom of the farmer's field. This created a trench about 10 feet deep until halfway down; it got shallower towards the bottom where the water could spread out across the field. The dirt and material from the ditch and field spread into a large area at the bottom of the field, which had to be cleaned up and brought back to repair the canal.

Repairs took place from September 21st – September 27th, 2022. Most of the repairs occurred on the 21st with an excavator to pile and pack fill back into the side of the canal. More fill was hauled to the edge on the 23rd and the washout was filled in with a loader on the 27th. The loader pushed the material back up the hill to refill the washout.

26 loads of fill were brought in to repair the canal at a cost of \$1,175. There was the cost to run the excavator to place the fill at \$870 plus a moving cost of \$115. The loader to push the washout material back up the hill at \$540 plus a moving cost of \$115. Total: \$2,815.00

Cost Share Programs:

- Conservation Cost Share: CS_01_22_Ellig – Final Report in packet
- NWQIP (Camp/Godfrey Creek): Both are in progress, only one maybe completed by the end of the year.

- Well Testing Cost Share:
 - WTCS_09_2022_McLaughlin, \$110.25
 - WTCS_10_2022_Roth, \$228.00
 - WTCS_11_2022_Gavin, \$101.25

Outreach:

Water Supply Report: Completed October and November 2022 reports. Both were sent out via email and are up on the website.

Area 6 Pollinator Initiative Workshop: November 3rd – We had at least one representative from each of the participating CD's attend our workshop. They were also able to pick up their seed and packing materials.

Monitoring:

Horseshoe Hills: Have begun discussing the plan for stream flow monitoring in the Horseshoe hills with NRCS.

Events/Meetings Attended:

- Site Visit w/ Ellig – 10/21
- Site Visit w/ Vandermolen – 10/26
- Convention Planning calls – 10/25, 11/1
- Admin Bootcamp in Billings – 10/27-28
- Area 6 Pollinator WS – 11/3
- MACD Convention – 11/15-17
- MACD Legislative Call – 11/29

- Gallatin Water Collaborative meeting – 12/7
- Manhattan Christmas Stroll – 12/8
- GCD Christmas Party – 12/14

Upcoming Events:

- AGAI&Leg Meet&Greet – 12/19
- EO Roundtable – 12/21
- Manhattan Afterschool Prog – 1/5
- "Nature's Best Hope" GVED – 1/6
- Staff/Supervisor training – 1/10
- Rotunda Day in Helena – 1/24

Out of Office Reminder:

- December 22nd – 27th, Thursday – Tuesday, Vacation Time
- December 28th – 30th, Wednesday – Friday, Sick Leave
- January 2nd – New Year's Day Observed
- January 26th – Martin Luther King Jr. Day

Respectfully submitted,
Elizabeth Emeline | elizabeth@gallatincd.org

Education and Outreach Staff Report

Sydney Lyons / December 2022

Education & Outreach

- Homeschool science lesson at Montana Science Center
- Manhattan After-School program
- Craft Fair during Manhattan Christmas Stroll
- Wastewater treatment plant tour with GLWQD
- Environmental science presentation at Bozeman High School (attendant)
- Septic workshop @ GLWQD (attendant)
- Visited two local schools to promote 2023 scholarship
- Gallatin Valley Earth Day meeting (selected as Vice President this year!)

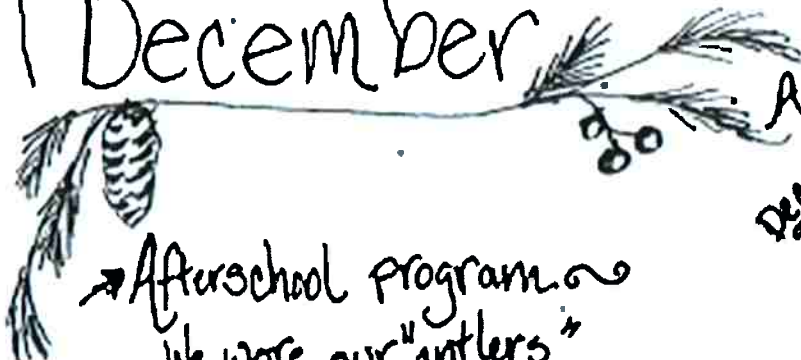
Office & Garden

- Created lesson plans for educational programs (Science center, etc.)
- Worked alongside Broadwater CD staff to prepare for upcoming BWSC term
- Organized details, Giving Tree supplies, and vendors for craft fair
- Continued working on the 2022 annual report
- Implemented “Boomerang Bags” initiative at L & F
- Worked with SNAP representative to prepare materials for Farmers Market program
- Began planning (logistics and arrangements for NACD convention)
- Began writing work plan for upcoming BSWC member
- Met virtually with a “Ranching for Profit” speaker to discuss possibility of hosting workshop
- Created and delivered December e-newsletter, *Garden Grit*
- Remained point of contact for events and programs
- Began promoting the 2023 John Venhuizen scholarship
- Promoted opportunities through social media, newspapers, and website

Upcoming

- Holidays (vacation! 😊)
- Farm to School training with NCAT
- Manhattan After-School program
- Visiting schools in Gallatin County to promote the 2023 Scholarship
- First Gallatin Valley Earth Day speaker series (Doug Tallamy)
- GVLN Next Gen Board Meeting (representing GCD)
- Montana Science Center Recycling Education lesson
- MCC supervisor training and Bea's first day (January 9th)
- Rotunda day at the capitol with MACD

December



→ Afterschool Program ~

We wore our "antlers"
and made "recyclable
greatful wreaths"

We also read the
book The Night
Tree by Eric Bunting
illustrated by Ted Rand.

It's about a family who
decorates a tree in the
forest for the
animals.



The Kids also decorated the
Christmas Stroll coloring page
the Manhattan Chamber
puts out.

Elizabeth and I had the
amazing opportunity of
judging all (93) entries!
We picked 4 winners and
many Honorable Mentions!

On the back of this page
is your copy to color!!

May you have a Very Merry
Christmas and a
Happy New Year!

Ever so
greatful,
Lisa

A most anticipated
and busy time of year

Manhattan Christmas Stroll

While Becky, Sydney &
Elizabeth were busy with
the vendors at the GCD
I was across the street
at the Manhattan Bible
Church hosting the
live Nativity. It was
a bit chilly ~ but lots
of people came through!
This is a great gathering for
our community!

I am working with Elle
from the Bozeman Library
to put together
"Friday Fleece Days"
in January. Our GCD
will be involved in one
of those Fridays to
talk about fiber shed
fabrics, recycling, reusing,
and the biodegradable
of these fibers.

