

Call to Order: 0903

Supervisors Present: Tammy Swinney, Jason Camp, Briana Schultz, Bob Logar, Mike Hansen, Sherwin Leep

Supervisors Absent: Loren Blanksma

Staff present: Becky Clements, Elizabeth Emeline, Bea McNamara, Audra Bell, Leia Miller.

Guests Present: Tyler Winkel (RESPEC), Keith Wellstone (FWP), Ryan VanLut, Amber Hargrove, Dave Hargrove, Bob R. Jack Rodarmel, Roger Nerlin, Nolan Morgan, Rebecca Kurnick (AGAI).

Zoom attendees: Chris NLN, H. Rodarmel, Liam Durkin, John Shively, Jacob Lacy, Brent Miller, Paul Grisby.

310 MEETING AGENDA
310 Applications

Applicant Number:	GD 62-25	Perennial Stream:	Rocky Creek
Applicant	Kelly Coffin		
Landowner:			
Contractor/Agent:			
Type of Project:	Crossing/Roads		
Purpose:	The proposed project consists of the construction of a new 16' wide driveway to a new trac. The driveway will be constructed following general specification of the most recent edition of MPWSS and has been designed to minimize impact on the floodplain the surrounding environment.		
Proposed Construction Date:	Start Date: 11/1/25	End Date: 2/1/26	
Inspection Date:	10/8/25		
Inspection Recommendation	Approval as proposed		
Inspection Comment	Drive location is in best spot to use natural landscape and reduce overall impact to hillside. Toe of slope impact will use natural rock and tie in with existing rock features. Vegetation would be difficult to get reestablished, salvage duff and other soil for revegetation. No issues with intent and plan. Owner has high interest in preserving creek and hill.		
318 Authorization	Yes		
Discussion:	Inspection team reports – driveway needs to be moved to avoid the railroad easement. Steep area. Wants to stay closer to the creek to avoid that steepness. Will reuse rock from the site. Good plan, no concerns. Applicant will revegetate the area. Well thought out project despite the constraints of the property. Question of high water, as the project is within 2-3' of the stream. Wondering if fill material might end up in the stream during high water. Nice floodplain area on site, so don't anticipate high water concerns. 100' numbers were used and no encroachment.		
Decision:	Bob Logar motions to approve as proposed with 15 day waiver. Jason Camp supported. All in favor, motion carried.		

Applicant Number:	GD 63-25	Perennial Stream:	Godfrey Creek
Applicant	Teri Keffer		
Landowner:			
Contractor/Agent:	Jay Phillips		
Type of Project:	Agriculture and irrigation		
Purpose:	Clear cat tails for better snow melt clearance in the spring.		
Proposed Construction Date:	Start Date: 10/18/25	End Date: 10/19/25	
Inspection Date:	10/8/25		
Inspection Recommendation	Approval with modifications		
Inspection Comment	Applicant has extensive cattail growth through drainage. Seeking to mow cattails to improve conveyance. Mow along edges and avoid mowing in creek. Also having issues with drainage that is causing damage to the adjacent road. Seeking to mow cattails to improve drainage capacity. Likely issues with road location. Consult with ACOE before conducting work. Board discussion.		
318 Authorization	Yes		
Discussion:	UN Trib to Godfrey. Applicant wants to remove some of the cattails in the drainage. They are causing some flooding and ice jam problems. Inspection team wonders if the cattails are the cause of the issue. The road is so close to the drainage and pinches things up. Inspection team advises to mow some of the cattails, but leave those in the channel. Small stream, spring fed. Applicant advises the cattails have grown there recently, so maybe an indicator that the stream has slowed up right there. No sedimentation occurring. Applicants also plow their snow into the stream. One time permit. Don't expect it to be an ongoing practice. Gravel driveway. Cattails are a wonderful filter for water. Light touch experiment to clean up the drainage area. Would be a good idea to find a different area to plow their snow. Applicants consulted ACOE who stated they won't need a permit from them if they are just trimming things. Discussion on if the site is marshy. Board thinks waiting until the ground is frozen would be a good idea. Define what the "edge" is. Inspection team thinks 3' would be a good distance on each side to stay out of the main channel. Bob motions to approve with modifications listed. Ground to be frozen when work is done. Stay within 3' of edge. 15 day waiver. Plan is to burn the removed cattails. All in favor, motion carried.		
Decision:	Bob Logar motions to approve with modifications listed. Ground to be frozen when work is done. Stay within 3' of edge. 15 day waiver. Plan is to burn the removed cattails. Sherwin Leep supported. All in favor, motion carried.		

Applicant Number:	GD 64-25	Perennial Stream:	Middle Creek Ditch
Applicant	Providence Development, Parker Lange		
Landowner:			
Contractor/Agent:	Morrison-Maierle		
Type of Project:	Crossing/ Roads		
Purpose:	The project will install 3 culverts in Middle Creek Ditch. This is a repeat application for GD 30-23.		
Proposed Construction Date:	Start Date:	11/1/25	End Date: 11/1/26
Inspection Date:	Old application, see inspection report for GD 30-23		
Inspection Recommendation			
Inspection Comment	<p>The application narrative states that culverts will be embedded 6" below the existing channel flow line in accordance with the USACE 2021 regional conditions for Montana. However, the sections and profiles (missing profile for impact area #1) in the drawings do not reflect those conditions (outlet of #2 even shown slightly higher).</p> <p>We might request the drawings be revised to reflect the minimum 6" embedment and that the desired capacities of the selected sizes are verified.</p> <p>Agree with Buddy that City of Bozeman requirements will ensure their sizes are adequate for flood flows. However, if there's a disconnect in their team, the 6" embedment with arch pipes will reduce those capacities so should be verified. Those plans were provided and included in packets.</p>		
2023 Decision	<p>Plans look pretty standard. Resting structure provided. Narrative referenced embedding the culvert, which didn't match the drawings. They have been incorporated. New plans so no need to modify anything at this point Loren Blanksma motioned to approved with the recommended and provided modifications. Bob Logar supported. All in favor, motion carried.</p>		
Discussion:	Resubmittal of expired application.		
Decision:	<p>Sherwin Leep motions to grant approval as proposed. Jason Camp seconded. 15 day waiver. All in favor, motion carried.</p>		

Applicant Number:	GD 65-25	Perennial Stream:	Gallatin River
Applicant	Sherry Moore & Jeff Welsch		
Landowner:	Sherry Moore & Jeff Welsch		
Contractor/Agent:	LA Excavation, LLC		
Type of Project:	Channel/Bank		
Purpose:	To return large boulders into the bank/railroad grade to restabilize it.		
Proposed Construction Date:	Start Date:	Fall 2025	End Date: Before 2026 Runoff
Inspection Date:	10/8/25		
Inspection Recommendation	Denial		

Inspection Comment

Large railroad grade with extensive riprap along the berm. Don't recommend as submitted. Recommend leaving large rocks in place and providing a design to stabilize eroding bank behind the large rocks. Discussed treatment types and a plan to move forward. Applicant will submit new design before the meeting.

318 Authorization
Discussion:

Inspection team reports a section is over steepened and rocks have migrated into the channel. Bank is 10-12' high. Don't think pulling the rocks back up will fix the problem. The toe is being scoured and the bank height needs to be pulled back. Current application – recommend denial. The applicant presents new plan. Going to use willows to stabilize, chokecherries, native rocks on site will be used as well. This problem has happened 3 times. If this area continues to wash out it will threaten their home and other neighboring properties as well. Applicant is a good steward of the river. But they need to protect their home. Active stretch of the river. Several other applications on this stretch this year. Channel has moved and caused erosion problems. Railroad grade complicates the issue in the area. Railroad grade is cutting off historic floodplain of the river. Inspection team appreciates the new plans that were submitted, but states the new plans don't quite satisfy the needs of the GCD. Board states they might need to consult a consulting firm. Detailed plan is needed that can apply the engineering knowledge that protects the river and achieves the goals of the project. Applicant is at a 90 degree angle on the river. Much pressure on her property. Will need a 404 permit for this project as well. Advised to not take this project on themselves. Would like project to be completed before runoff. Need an engineer who is well versed in river and stream hydraulics. Design for scour depth. GCD provides an encompassing list of consultants in Gallatin County. Bob motions to put application on hold pending new design. Rescinded.

Decision:

Mike Hansen motions to deny as proposed. Sherwin Leep seconded. All in favor, motion carried.

Applicant Number:	GD 66-25	Perennial Stream:	UT of Camp Creek
Applicant	Gaston Engineering and Surveying		
Landowner:	Lisa Kelly		
Contractor/Agent:			
Type of Project:	Building/Structure, Crossin/roads		
Purpose:	The goal of the project is to connect a new residential home to existing wastewater treatment system via buried pipeline which will cross an existing culvert within an existing driveway. The goal would be to trench the pipeline installation without disturbing the stream bed by staying in the road bed and excavating underneath the flowing culvert.		

Proposed Construction Date: **Start Date:** Oct 2025 **End Date:** Oct 2026
Inspection Date: 10/8/25
Inspection Recommendation Approval as proposed
Inspection Comment New effluent line will be installed underneath an existing road crossing and culvert. Trench boxes will be used adjacent to the stream. The line will be sleeved 100ft on each end of the stream crossing. Trench spoils will be placed outside of the floodplain. Reasonable plans to meet the stated objective.
318 Authorization Yes
Discussion: Baker Springs subdivision. Want to construct an effluent line for a new development. Plan is to trench until road crossing, then hand trench underneath culvert. Not enough cover over the top of the culverts to go over them. Undersized culvert in area is causing some backwater situation. Question of feasibility of the project. Diameter of culvert – 3-4'. Trench boxes will be utilized, which will help with the implementation of the project. Question of jurisdiction. Potential- high opportunity for a frack out plan.
Decision: Sherwin Leep motions to grant approval as proposed with 15 day waiver. Bob Logar supports. 50' sleeving on each end, 100' total. All in favor, motion carried. Good luck!

Applicant Number:	GD 67-25	Perennial Stream:	Rey Creek
Applicant	Rey Creek Ranch LLC		
Landowner:			
Contractor/Agent:			
Type of Project:	Other		
Purpose:	This project is necessary to dig the pond deeper in order to provide winter refugia for fish and increase habitat for waterfowl, by recontouring pond edges.		
Proposed Construction Date:	Start Date: 10/1/25	End Date: 10/1/25	
Inspection Date:	No Inspection		
Inspection Recommendation			
Inspection Comment			
318 Authorization			
Discussion:	Pond project. Old state built pond from when interstate was constructed. 6' banks on each side. Depth is 9'. Majority is 2-3'. Want to dig some more depth into the pond. Wetland material for the biological factors of the pond. Cooler water. Spring fed. Enhancing the look of it. Water will be pumped into the cell below it to dewater.		
Decision:	Mike Hansen motions to acknowledge as non-jurisdictional. Bob Logar seconded. All in favor, motion carried.		

Emergency Applications

Applicant Number	GD 08E-25	Perennial Stream:	Madison River
Applicant	Jumping Horse Stock Ranch LLC		
Landowner:			
Contractor/Agent:			
Nature of Emergency	A combination of low river flows and sedimentation has caused a shortage of irrigation water for crops.		
Action Taken	Light excavation to remove sedimentation from the channel that feeds our primary canal and river pumps.		
Construction Date:	8/26/25		
Inspection Date:	10/8/25		
Inspection Recommendation:	Modified (applicant must submit form 270 within 90 days to mitigate damages from emergency action)		
Inspection Comments:	<p>Site 1: Applicant removed ~ 5 cu yard material to allow pump to operate efficiently. Mainly River cobble; applicants placed spoils in river, ~ next to pump site, but we do not have concerns because it is ideal material (not silt and fine sediment). Reasonable action. Site 2: larger scale sediment removal~ 80 linear feet. Streambed material was removed to encourage flow to the headgate. Material was hauled out of the stream and floodplain. Those spoils should be spread, graded, and reseeded with native vegetation.</p>		
318 Authorization	Yes		
Discussion:	<p>2 different sites impacted. 1st site- dredged out to get flow out to pumps. Material left on site, not ideal, but works in the area it's in- nice river cobble. 2nd site- 200 yards from headgate to get water into the diversion structure. Steep bank. 2 spoils piles observed. Advised to spread out along the road that is nearby. Lots of equipment tracking along the bank. Advised to leave 10' wide "road" through there and try to get vegetation reestablished. ACOE impacts here. Advise to contact them.</p>		
Decision:	<p>Bob Logar motions to acknowledge as emergency. Briana Schultz supports. Work is approved. Staged material needs to be spread and graded, reseeded with native vegetation. Please provide documentation when completed. All in favor, motion carried.</p>		

Complaints

Applicant Number:	GD 05C-25	Perennial Stream:	Mathew Bird Creek
Complainant:	Ryan Van Luit		
Nature of Complaint	Non-Permitted bridge structure within normal high water mark. Trenched and unmitigated surface erosion into creek		
Verification of Alleged Violation:	Seen from complainants property.		
Inspection Date:	10/8/25		
Inspection Recommendation:	Activity has been initiated on a perennial flowing stream without a valid permit		
Inspection Comments:	Recommend removing trash in creek including loose riprap that is not providing protection to the existing abutment. Re-establish vegetation where bridge was removed. Erosion control fabric and straw wattle will be placed on bare bank to prevent erosion until vegetation is reestablished. Apply for permit to remove remaining structure pending existing lawsuit.		
Discussion:	Old bridge structure that prob wasn't permitted in the past. Existed on property prior to the applicant owning the property. Applicant in litigation with neighbor about bridge and access to property. Landowner removed the bridge without permit. Left one abutment in place and bank bare on other side. Recommend removal of the debris from the bridge removal. Leave structure in place right now. Application will be needed to remove 2 nd abutment or to construct another bridge. Litigation happening will determine the outcome of this property. Application needs to include remediation of the raw bank and/or to construct a new bridge. Boundary line dispute. Applicant acknowledges the violation. Will replace with better bridge or remove the abutment completely and revegetate.		
Decision:	Mike Hansen moves to acknowledge complaint as violation. Require 310 to remove any foreign materials and revegetate. Need application by Dec. meeting. Bob Logar supported. All in favor, motion carried. Additional 310 will be required for abutment removal or bridge reconstruction.		

Extension Request

Applicant Number:	GD 65-24	Perennial Stream:	S. Fork Sixteenmile Creek
Applicant	Jeremy May		
Landowner:	Ali Behnam		
Contractor/Agent:	Miller Recreational Development		

Type of Project:	Road/crossing
Purpose:	
Proposed Construction Date:	Start Date: Spring 2026 End Date: Summer 2026
Inspection Date:	10/8/24
Inspection Recommendation:	Approval with Modification
2024 Inspection Comments:	Bridge has a good span, and will provide better approach than previously permitted bridge. Good design. Upstream hardened crossing location already decommissioned by a different party than applicant. Applicant will improve elevation of bank with nearby fill and revegetate with native riparian seed.
318 Authorization Issued?	Yes
2024 Discussion:	Inspection team reports- currently a ford is being used to access property. Road will be rerouted to provide better access. Bridge will be constructed. Span terrace to terrace. Good bridge design. Old bridge already removed. Will revegetate that area. Might consider sending a message to the landowner that they need permits BEFORE work is completed, as they got a bit ahead of themselves in removing the old crossing structures. Technically a violation. Any further activity under the authority of the owner needs a permit Put that language in the permit materials correspondence.
2024 Decision:	Mike Hansen motions to approve with modifications and including the admonishment Bob Logar supports. All in favor, motion carried.
Extension Request Reason	The contractor was unable to get the bridge installed before the expiration of the permit. The current schedule is to install the bridge in the spring. As a result of the construction delay, we request a 12-month extension to permit GD 65-24 to allow the work to be started in the spring of 2026 and completed around during the late spring/summer.
2025 Discussion:	Replacement of a ford crossing. Construction delay.
2025 Decision:	Bob Logar motions to approve for another year. Jason Camp supported. All in favor, motion carried.

Applicant Number:	GD 80-25	Perennial Stream:	Green Mountain Creek
Applicant	Jeremy May		
Landowner:	Ali Behnam		
Contractor/Agent:	Miller Recreational Group		
Type of Project:	Channel/Banks		

Purpose:

The goal is to install Beaver Dam Analogs (BDA) intermittently along the length of the creek to raise the water surface. The raised water surface will widen the extents of wetlands , re-establish vegetation on the banks and result in a more diverse habitat along the creek corridor. The creek will be fenced off to cattle to allow for better growth of wetland vegetation and willows. The BDAs will also work to slow stream velocities and reduce erosion and sediment transport downstream.

Proposed Construction Date:**Start Date:** Spring 2026 **End Date:** Summer 2026**Inspection Date:**

12/12/24

Inspection Recommendation:

Approval with Modifications

2024 Inspection Comments:

Recommend reducing the amount of BDA'S to a smaller reference reach. Submit a project area updated plan. Ideally fewer than 10 locations. Will approve larger area once this concept proves to hold and function. No issue with headgate portion of project.

318 Authorization Issued?

Yes

2024 Discussion:

Scott Optiz reports proposal is for approximately 30 BDAs. Heavily incised, heavily grazed, limited riparian. Concern of the volume of BDAs. Different style than he is used to seeing. Proposal of willows and gravel. Intent is that it should mimic an actual beaver dam- concern that gravel would cause erosion. Discussion to allow 10, see how they do, then approve the others. Headgate needs to be placed. Allow BDAs up to the headgate. Changes recommendation in light of that is to install up to the headgate, then allow a runoff cycle. Work until May 15th, and then resume after high water. Jeremy reports- BDAs will be downstream of headgate. So many were proposed due to the size of the incising. Need to create a bigger floodplain and raise the levels more. Minimum of 18 to get to the headgate, then another 1 or 2. So looking to do approximately 20. If they do less than that, they will need to redo their 404 permit. He says the gravel will help with erosion. Jeremy would like the board to rely on his track record of managing large scale projects. This will be a benefit to Scott Optiz reports proposal is for approximately 30 BDAs. Heavily incised, heavily grazed, limited riparian. Concern of the volume of BDAs. Different style than he is used to seeing. Proposal of willows and gravel. Intent is that it should mimic an actual beaver dam- concern that gravel would cause erosion. Discussion to allow 10, see how they do, then approve the others. Headgate needs to be placed. Allow BDAs up to the headgate. Changes recommendation in light of that is to install up to the headgate, then allow a runoff cycle. Work until May 15th, and then resume after high water. Jeremy reports- BDAs will be downstream of headgate. So many were proposed due to the size of the incising. Need to create a bigger floodplain and raise the levels more. Minimum of 18 to get to the headgate, then another 1 or 2. So looking to do approximately 20. If they do less than that, they will need to redo their 404 permit. He says the gravel will help with erosion. Jeremy would like the board to rely on his track record of managing large scale projects. This will be a benefit to the area. Briana states there are multiple projects we've permitted that incorporate many BDAs. Effective technique. Questions about what the flows are like out there in the spring. "Pretty flashy" was reported. 36" culvert under the road that is undersized by 3x. The county needs to replace, but it is not high on their priority list. The replacement will not impact this project. Goal is to do this project within the month. But this can be delayed by multiple factors. Will not be in there working during high water. Irrigator/owner on the ditch has been consulted and fully on board with the goals of this project.

2024 Decision:

Mike Hansen motions to grant final approval as designed, avoid high water during construction. Sherwin Leep supported. All in favor, motion carried. Reinspection after high water.

Extension Request Reason

The contractor was unable to get the BDA work completed before the expiration of the permit. The current schedule is to install the Beaver Dam Analogs early next spring. As a result of the construction delay, we request a 12-month extension to permit GD 80-24 to allow the work to be start in the spring of 2026 and completed around during the late spring/summer.

2025 Discussion:**2025 Decision:**

Bob Logar motions to grant one year extension. Briana Schultz seconded. All in favor, motion carried.

Other 310 Business:**New Business**

Changing permit due date

Tight turn around for trying to schedule inspections and get feedback from inspection team. This has impacts to the actual inspections of not having enough time. This will allow for more input from the inspection team prior to inspections. Check model rules. Make sure it's not an issue with MCA as well. Continue discussion in December's meeting. Inspection team requests 45 minutes on inspections going forward. Maybe give landowner a "window" of when they'll be there. Text or call when on the way, especially when running late.

310 Old Business:

a. GD 44-25- Briana recuses

a. Updated materials

- i. Willow Creek project. Revenge plan and cross section design. Inspection team is satisfied with the new plans. Dig and pitch, reshaping banks, adding 3 or 4 old channels back into play to add meanders. Another request during the August board meeting was to discuss project with downstream landowners. Project representatives did discuss the implementation and goals of the project with landowners downstream. The primary concern was implementation dates and impacts to irrigation season. Most of the work can be done in the dry. Question on if it's a fair and reasonable request to ask for project to be split into sections due to increased costs. Will only be in stream during the narrow timeframe required by FWP. August's motion was to place on hold pending conversations with downstream landowners, vegetation plan, and cross section details. Mike motions to approve with updated materials. Bob seconded. All in favor, motion carried.

B. GD 47-25- Briana recuses.

i. Settlement pond design-

ii. 2 letters from downstream irrigator's lawyer

- iii. Information from DNRC- can help out with a 3rd party review. Board will need to motion. Scope of work will need to be identified by the board. \$5K budget from DNRC. Board would be responsible for anything above that. Can put app on hold for up to a year. Advised to not use previous data. Sediment yield needs to be considered. Mike motions to have DNRC pursue a 3rd party consultant for technical review the Rey Creek plan with a focus on downstream sedimentation. Bob supported. All in favor, motion carried. Scope review during December meeting.

Coordinator's Report- Audra- routine month. Spent a lot of time on the Rey Creek project. Helped with some outdoor projects. Reinspection tour plans coming along. Urban development along waterways. November 5th will be the date.

Public Comments on District 310 Permitting Business- GCD board should have a better plan and understanding of sediment issues and how to handle the sediments. There are techniques and plans available out there.

Adjournment of 310 Meeting- Mike Hansen motions to adjourn at 1115. Sherwin Leep supported. All in favor, motion carried.

BUSINESS MEETING AGENDA 1145**Guests & Public Comments on District Business Meeting-**

1. **Nolan Morgan**- local farmer and rancher here in the valley. County Planning board candidate. Currently on Belgrade's county planning board. Professional design review board as well, adds to his experience. Familiar with public hearings and serving on boards. Engineering consulting experience. Looking forward to representing agriculture on the board.
 - a. **Sherwin Leep motions and second by Jason Camp to bring Nolan onto the board as associate supervisor.**
2. **John Schutter presents**- thanks the board for allowing him to represent the board on the planning board. Hopes the focus stays on affordable housing and subdivisions in the valley. Would like to continue to serve as an associate member. Offers to assist as needed to Nolan.

Governance Calendar

GCD Newsletter + Water Supply Outlook report out on 10/1.
941 Q3-3- 10/6/25 + Q3 filing- 10/3
Positive Pay to GC Treasury- 9/22/25
September Meeting minutes sent 9/22/25 to DNRC+ C&R
UI- Q3- 10/3/2025

Cost Share Applications**Consensus Agenda**

September Meeting Minutes – Mike Hansen motions, Bob Logar supports to approve minutes as presented. All in favor, motion carries.
Excused Absence of Board Members – Loren Blanksma excused.

NRCS

Report- absent

Supervisor Report: Planning Boards

- a. Planning Board- Manhattan- no meeting.
- b. County Planning Board- nothing to report
- c. GLWQD- going to change to meeting 6 times a year. New floodplain maps on DNRC website. Accepting public comment. Bureau of Mines and Geology trying to look at historic data relating to aquifers. Large discussion on algae blooms.
- d. MACD Update – Area 6 meeting . Longevity awards presented. 25-02- area 6 resolution passed with amendment. Dan Clark- local government services presented. Invite him to present at GCD for professional development. Please email Tammy thoughts on resolutions by 11/12.
- e. Gallatin Watershed Collaborative- tour at the bikefill site of a proposed bike park. WARD initiative.
- f. DNRC Update- see report – see report

Staff Reports

- a. Administrator - Becky -
- b. Natural Resource Specialist- Elizabeth – Time off request approved.
 - i. Grants/Agreements/Contract Report – Dry Creek and High Line final reports submitted!

- c. Education and Outreach Director- Bea- AL request approved
- d. Education Assistant – Leia
- e. Rebecca- AGAI

Old Business

- a. Area 6 recap
 - i. Longevity Awards – 4 GCD supervisors were recognized. Sherwin Leep- 40 years, Mike Hansen- 10 years, Bob Logar- 10 years, and John Schutter- 20 years.
- b. Convention
 - i. Resolutions Review
 - ii. Room block expires on Friday.
- c. Hot water heater + AC unit service contracts- Hot water heater service contracts are not available. Becky will keep track on her end and schedule every 2 years as advised by MPH. AC service contract is available and will be scheduled in the spring with MPH.
- d. Reinspection tour
- e. Performance evals
 - ii. Early Nov. for staff to turn their materials in. End of November for supervisors comments materials back to be turned in to Mike.
- f. Other old business?

New Business

- a. Office holiday party- December 16th.
 - i. Location? 406 – TRIVIA!
- b. Office closed 12/26 and 1/2.
- c. Send sympathy to Ed Brainard- yes
- d. Boss Day- Today!
- e. Other new business?

Parking Lot

Professional Development- Over winter ideas- Local Government Services.
Historic documents - Organize



Gallatin Conservation District
Meeting Minutes

Date:

Accounting (Deposit, Credit Card, Invoices) + Updated P&L, Balance Sheet- Mike Hansen motioned, Jason Camp seconded to accept financials.

Adjournment of Business Meeting- Mike Hansen motioned and Briana Schultz seconded to adjourn at 1258.

Jamie Swinney 12/18/25
Minutes approved by Date

Becky Clements **10/29/2025**
Minutes prepared by Date



310 Coordinator Report

Gallatin Conservation District

310 Business

6	New 310 Application	1	Emergency Application
2	Modification	1	Complaints
1	Extension Requests	5	Permits entered into Gilly
6	Site Inspections	0	Historic Digitized Permits

- Completed post meeting 310 documents for September meeting and pre meeting document for the October meeting.
- Fielded questions and information related to the 310-application process.
- Assisted with farm to table
- Corresponded with irrigators and lawyer for Rey Creek Project



REPORT TO MT CONSERVATION DISTRICTS OCTOBER 2025

Catey's Comments

Hello CDs!

The October report includes reminders and updates on ARMS and CDB grants.

The draft Stakeholder ARMs are linked below. The ARMs process will help CDB review rules related to definitions, application processes including review and ranking, and grant terms and conditions. You can submit comments via the online form, and you can view previous stakeholder meetings via the links below.

The FY26 P3 Grant Cycle 1 opened September 1st and closes October 15th.

CDB has implemented a 2-grant limit for the Education Mini grants. We decided to make this change due to funding limitations and to ensure Education Mini funding is disbursed fairly to all CDs. CDs can combine grants under one application if the funding request is at or below \$5,000. Please reach out if you have questions.

Legal services reminder - DNRC is no longer able to provide legal services for CDs. MACD will now provide legal services. CDs should reach out to their county attorney as a first stop for legal services.

I will attend the Area 5 and 6 meetings and MACD Convention. I look forward to seeing everyone there!

DNRC ADMINISTRATIVE RULES OF MT (ARMS) FOR CDB

- DNRC Conservation District and Development Division is looking for input from stakeholders for a comprehensive review, revision, and development of Administrative Rules of Montana (ARM) for the CDB.
- View and comment on [Draft Stakeholder ARMs](#)
- Previous Stakeholder Meeting Recordings
 - [August 15 Stakeholder Meeting #1](#), passcode: fT&8R1k?
 - [August 28 CD Grant Stakeholder Workgroup Meeting](#), passcode: W63Yuk^Z
 - [September 11 Stakeholder Meeting #2](#), passcode: 0Xvaz3@K
- An OPTIONAL Stakeholder "Office Hours" meeting is scheduled for September 23, 2025, at 1:30 PM. To attend, please register <https://mt-gov.zoom.us/meeting/register/Rqvcj7itROOrm9-U4QkmcQ>. Zoom will send you the meeting details upon registration.
- You can also submit comments to Autumn.Coleman@mt.gov or steph.criswell@mt.gov

FY26 P3 CYCLE 1 OPENED SEPTEMBER 1ST AND CLOSING OCTOBER 15TH

- The FY26 Planning, Project, and Pollinator Grant Cycle 1 runs from September 1st to October 15th.
- As in previous grant cycles, submitted applications will be featured online for viewing and public comment. Applicants will be required to upload a project photo or the CD's logo to accompany the project synopsis online.
- CDs submitting multiple applications must provide a prioritize statement in their submission.
- Applications must be submitted via Submittable at: <https://grants.dnrc.mt.gov/submit>

CHANGE TO EDUCATION MINI GRANT PROGRAM

- Due to limited funding and an increase in funding requests, it has become necessary to implement a limit of two education mini grants per CD. While multiple applications can be submitted, CDs will be requested to prioritize projects and only two will be awarded per fiscal year at this time. This change will help ensure that CD grant funding is distributed equitably, allowing CDs across the state to benefit from the program. By setting this cap, we aim to maximize the impact of each grant cycle while maintaining fairness to every CD.
- We understand this is a change from how CDs received grant funding for these education projects in the past. The CDB team appreciates your understanding as we implement new strategies to ensure grant funding makes the greatest impact.

CD LEGAL SERVICES

- As previously announced, DNRC is no longer able to provide legal support to CDs due to the potential for conflicts of interest between the Department and CDs. As such, MACD has assumed the role of providing these services.
- Pursuant to Sec. [76-15-319, MCA](#), districts should reach out to their county attorney as a first stop for legal services. If they are unable to assist, districts can hire their own legal counsel or work through MACD legal services.

UPCOMING EVENTS AND DEADLINES

October 1	MACD Area 6 Meeting, <i>Ennis</i>
October 10	CD Grant Program Draft Stakeholder ARMs Feedback Due
October 13	Columbus Day Holiday
October 15	FY26 P3 Cycle 1 closes Quarterly CD Grant Reports Due
Nov 18-20	MACD Annual Convention, <i>Billings</i>

Please contact me if you would like me to attend meetings via Zoom or in person.



Catey Bauer | Conservation District Specialist
Conservation Districts Bureau, CARDD
Montana Department of Natural Resources and Conservation
1539 Eleventh Avenue, Helena, MT 59601
PHONE: 406-465-0948 EMAIL: catey.bauer@mt.gov



Administrator's Report- October 16, 2025

Accounting

- Paid bills and taxes, PERS and payroll

Media

- Updates to Facebook and website.

Board Meeting

- Information, planning, organization for the October meeting. Agenda + September minutes prepped.

Other: Miscellaneous

- Weekly-ish staff meetings
- Positive Pay upload for May- 9/22/25
- ACH to GC Treasury
- Work with Audra on 310 tasks and procedures + Gilly
- 941- Q3-3- 10/3/25+ Q3 submission to IRS
- UIE Q3 submission
- Reconcile all accounts
- Trail sign project collaboration with Elizabeth + artist
- Communications with Booster Club + media + reveal ceremony with MACC for trail signs
- EOC Maintenance + staff clean up day + shed staining
- Pumpkin party
- Staff team building day
- SNFMP administration- coupons accepted until 10/31, so admin will continue for this
- Planning board communications with board members + floodplain administrator
- Area 6 meeting attendance + oral report for GCD
- Compost research
- Leia's timesheet
- Meeting with Manhattan Police Chief regarding parking issue
- Farm to Table prep + supplies + set up + clean up + accounting + FFA donation figured and sent
- Area 6 raffle item purchased + coordinated payments from participating districts
- HOA board meeting – monthly
- ASP assistance
- Historic Rey Creek permits retrieval

Discussion Items:

Meetings in Conference Room (scheduled):

- Booster Club – 10/22, 6pm
- Private Event, 10/11 + 10/25, 9-2
- Soil Health Symposium Meeting- 10/10, 11am
- Fall Farmers Market 10/23, 4-7pm
- AGAI- 10/30, 11-1

Upcoming workshops/Meetings (attending):

- HOA Board Meeting- 10am
- Convention- 11/18-20- Billings
- Manhattan Town Center meeting- 11/6, 7pm

Grant Report | Gallatin Conservation District Board Meeting | October 2025

Grants	Funding Provided For:	Partners?	Date Approved	Total Amount Requested	Total Amount Funded	Grant Progress (Funds used or committed) (10/2025)	Current Amount spent or reimbursed by GCD (10/2025)	Final Amount Reimbursed to GCD	Final Report Submitted	Final Report Deadline
CDB Pollinator Grant (CDG-25-3825)	Area 6 Pollinator Seed	Beaverhead, Madison, Park, Jefferson CDs	9/19/2024	\$13,500.00	\$13,500.00	\$11,617.61	\$11,617.61		10/9/2025	12/31/2025
ARPA - Dry Creek Irrigation Canal Improvement Project (AC-22-0183)	Water quality improvement, Lining	Dry Creek, Gallatin County	12/16/2021	\$225,141.00	\$225,141.00	\$225,141.00	\$225,141.00		10/15/2025	12/31/2025
ARPA - High Line Canal Improvement Project (AC-22-0184)	Water quality improvement, Repairs & additional lining	High Line Canal, Gallatin County	12/16/2021	\$205,274.32	\$205,274.00	\$205,274.00	\$205,274.00		10/15/2025	12/31/2025
ARPA - South Cottonwood Headgate Rehabilitation (AC-22-0186)	Water quality improvement, Headgate rehab	Farmers Canal, Gallatin County	12/16/2021	\$184,000.00	\$184,000.00	\$41,545.34	\$41,545.34			12/31/2025
DNRC CARD RRPFG (RPG-24-0854)	Warm Springs Ranch, fish passage and Temp cons.	Confluence, WSR	3/21/2024	\$30,000.00	\$30,000.00	\$15,000.00	\$15,000.00			12/31/2025
			Match from WSR	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00		
DNRC Watershed Planning Grant (WMG-24-0103)	Capacity for AGAI	AGAI	2/15/2024	\$50,000.00	\$50,000.00	\$14,560.00	\$8,560.00			12/31/2026
DRNC RDG - Managed Aquifer Recharge Network (RITP-25-0220)	Understand aquifer recharge along the Middle Creek irrigation ditch.	TU, GWT & Middle Creek Ditch Co.	4/17/2025	\$50,000.00	\$50,000.00					12/31/2026
DNRC CD Admin Grant FY2026	Funding for MACD Dues		1/18/2025	\$14,300.00	\$14,300.00	\$14,300.00	\$14,300.00	\$14,300.00	Must wait until 2026	9/30/2026
DNRC DARD RRPFG	Lower Creamery Ditch Headgate	Lower Creamery Ditch	8/21/2025	\$30,000.00						
RDG Planning Grant	Aquifer Recharge Study	TU, GWT & Middle Creek Ditch Co.	9/18/2025	\$50,000.00						

Completed Grants	Completed Grants
Active Grants	Active Grants
Not yet finalized	Not yet finalized

Total Grant Funds:	\$782,215.00	\$537,437.95	\$531,437.95	\$24,300.00
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Grants: Closing Before the End of 2025 / Continuing into 2026 / Not yet finalized

(See attached Excel sheet for full grant overview. Below is a brief status summary.)

- **DNRC Area 6 Pollinator Initiative Grant:** Final report submitted!
- **ARPA Dry Creek Irrigation Canal:** Final report submitted!
- **ARPA High Line Canal:** Final report submitted!
- **ARPA Farmers Canal:** Progress report submitted. 310 extension approved last month, construction has begun!
- **DNRC Planning Grant (with Confluence):** Reimbursement received for 1st half of grant. Awaiting approval by Perks Canal before final PER and final report submission.
- **DNRC Watershed Management Grant (with AGAI):** See Rebecca Kurnick's report attached. Progress report submitted.
- **RDG Planning Grant, GV Managed Aquifer Recharge:** Progress report submitted.
- **CD Administrative Grant: MACD Dues & 2024 310 Permits:** Will be in progress until Sp 26.
- **RRGL Planning Grant Lower Creamery Ditch Diversion Project :** Submitted to DNRC.
- **RDG Planning Grant-2027 Biennium, GV Managed Aquifer Recharge:** Aquifer Recharge monitoring – Application submitted.

Cost Share Programs:

Well Testing Cost Share & Conservation Cost Share: No New Applications!

Outreach:

Water Supply Report: The September 2025 Water Supply Report was completed, posted online, & distributed via email.

Manhattan to the Gallatin Trail: Project completed! Go check out the new trail signs on the trail.

Gallatin Pollinator Initiative: Lots of questions from folks, making lots of packets.

Monitoring: Hebgen and Ennis monitoring completed for the season!

Events & Meetings Attended:

- Hebgen HABs – Every Monday
- Hebgen & Ennis AIS – Every other Monday
- Ribbon Cutting for trail signs – 9/22
- Collaborative Call – 9/23
- Farm 2 Table – 9/24
- AGAI Meeting – Cancelled in Sept.
- Area 6 MACD Meeting – 10/1
- Aquifer Recharge Call – 10/2, 10/7
- ARPA Eng Calls – 9/23, 9/30, 10/7, 10/14
- Shed staining – 10/6, 10/8
- Pumpkin Party 10/10
- EO Roundtable – 10/15

Upcoming Events & Meetings:

- Signage call with Madison CD – 10/23
- Fall FM – 10/23
- Collaborative Call – 10/28, 11/25, 12/11
- Stream & Land Mtng – 10/29
- AGAI Meeting – 10/30
- Pumpkin Dump – 11/1-4
- ARPA Eng Calls – 10/28, 11/25
- MACD Convention – 11/18-20
- State ARPA Call – 11/25
- Christmas Stroll Craft Fair – 12/12

Respectfully submitted,
Elizabeth Emeline | elizabeth@gallatincd.org

Time off Request: January 5th – 13th, 2026 – Family Holiday Vacation

"We had a great time on our field trip and the students learned a lot. Luckily the weather held out for us. Here are some photos of our field trip. Thank you again for your help."

- From Nikki Robbins, teacher at Monforton School



Partnership Coordinator Activities Update

September 2025

Engagement

- Introductory meeting with Danielle Duni-Proctor, Park County Watershed Coordinator
- Engagement with Gallatin Water Trust
- Gallatin Water Collaborative monthly update - WARD Initiative
- Weekly communication with AGAI board and president
- AGAI Facebook page updates
- Interpretive sign contract and artist work
- Annual AGAI Membership Meeting planning

Upcoming: Membership meeting planning - January 6th 11:30a

Education

- 4th Bozeman IWRP Technical Advisory Committee meeting (no new discussion questions)
- Be Kind to Ag communication
- Tour of the Upper Creamery Ditch
- Presented at Engineered Watershed interpretive sign for Gallatin Watershed Council Watershed Bike Tour

Upcoming:

- Develop guidance materials for permitting processes, fee structures, communication templates, etc. that members can use at their discretion when working with new landowners, municipalities, developers etc.

Fundraising

- Sponsorship materials updates,
- Corporate sponsor outreach
- USGS 3DHP Application and Partner Pledge

Funding Opportunities:

- 10/31/25 – [Yellow Dog Community and Conservation Foundation Grant](#)
- 11/15/25 – [FWP Future Fisheries Improvement Program Grants](#)
- Open Enrollment:
 - [NRCS Horseshoe Hills TIP](#)
 - [NRCS Gallatin Surface Water Quality CAFO TIP](#)
 - [NRCS Camp & Godfrey National Water Quality Initiative](#)
 - [MWCC BSWC Professional Development Support](#)
 - [MTFWP Migratory Bird Wetland Program](#)

- [Beaver Institute Landowner Cost-Share Grant](#)
 - [USFWS National Fish Passage Program](#)
 - [MGU Grant Request](#)
 - [DNRC Hazardous Fuels Reduction](#)
- Enrollment to Open Summer/Late 2025:
 - [DEQ 319 and Focus Watershed Applications](#) - Lower Shields River Watershed
 - Three funding cycles (in 2026, 2027, and 2028)
 - [DNRC renewable resource grants to private entities](#)
 - [DOT National Culvert Removal, Replacement & Restoration Grants](#)
- Opens 2026:
 - [DNRC Renewable Resource Project Grants](#)

New Business/Pending Discussion/Decisions



Bea McNamara
Staff Report: October 2025
Education & Outreach Director

Education

- Led an education event on pollinators at Tinworks Art Space in Bozeman (9/27).
- Led the Manhattan Afterschool program on apples with the assistance of Becky (9/29).
- I attended the Logan Landfill Compost education event at our office where I got advice specific for our new compost system and gave a tour of the garden (10/1).
- Taught a program on harvest of the month at Cottonwood School with the assistance of Leia (10/2).
- Hosted our Fall Pumpkin Party in the garden. We celebrated the end of the garden season and welcomed fall by roasting pumpkin seeds, learning pumpkin science, making scarecrows, and decorating pumpkins (10/10).
- Hosted the bunnies at MSU with Leia teaching about the importance of wool (10/14).

Outreach

- Attended and helped set up and take down the Manhattan Trail Signs Revealing Event (9/22).
- Hosted Farm to Table Dinner (9/24).
- Attended the Area 6 meeting in Ennis MT (10/1).
- Attended the Gallatin Valley Earth Day meeting (10/14).

Office and Garden Work

Farm to Table:

Prepared the garden center for the Farm to Table Dinner: Cleaned and decorated the Greenhouse. Tidied the garden space for the event: mowed the lawn, Pulled out dead plants in raised beds, Planted cover crops & garlic, Cleaned front side walk, Cleaned the west side of greenhouse (tidy, compost), Cleaned pergola area (sweep, hang projector sheet, firepit and wood, decorate), strung lights, placed Tiki torches, strung corn stocks, set up tables and chairs, set up the drink station, trash and recycling. Assisted the caterer with bringing food and supplies to the venue. Delegated tasks for staff and FFA volunteers before and during the event.




- Planned and reached out to our MFM vendors about a Fall Farmers Market which will be on 10/23/24.
- Participated in our Staff meetings.
- Organized the Staff cleanup day which consisted of staining our storage shed! (10/6 and 10/8).
- Worked to ready the garden for winter: Removed all plants from raised beds, installed a makeshift hightunnel for the cover crops, raked leaves for the compost pile, weeded pollinator plot, cut back plants before winter.
- Baked apple crisp for the board meeting to highlight harvest of the month.
- Engaged and posted regularly on social media platforms for GCD webpages.
- Preparing for educational events by creating curriculum for the classes as well as looking for available curriculum online and through available resources.

October 2025





Another Great FARM TO TABLE EVENT!

New faces to the garden
wonderful food, weather
and company! 
Amy said "This was our first
time coming and we will
probably come every year!"

October Events

- 10/2 • Farm to School at
Cottonwood School
(Apples )
- 10/10 • Pumpkin Party 10AM-12 noon
I can't wait to see the kids
and families again!
- 10/14 • Bringing rabbits to MSI
Library again!  We will
educate on how to use
the wool 
- 10/23 • Fall Farmers Market
It will be so good to see
everyone again! (It will be
in the garden)
- 10/27 • Manhattan After school
program
- 10/31 • Pumpkin Dump
(we collect & compost
them!)

Garden Happenings

- purple asters are still blooming! 
- cilantro, sage, french sorrel, oregano, lavender, thyme, still look great! 
- cover crop is coming up!
- We harvested  little pumpkins!
- Roger Nerlin donated pumpkins! One weighed 58 1/2 lbs 
- tomatoes are ripening in the greenhouse

Autumn
is a
second spring
when
every leaf
is a
flower.

Albert Camus 

Grateful
Leia