

**LINCOLN CONSERVATION DISTRICT  
BOARD OF SUPERVISORS WORKSHOP  
U.S. Forest Service Office, Eureka, Montana  
February 20, 2019  
4:00 p.m.**

**Attendance:**

Board of Supervisors: Board of Supervisors:

Darris Flanagan, Chairperson; Wayne Maahs, Vice Chairperson; Don Crawford; Mark Romey; Tom Maffei; Kathleen Johnson

Absent: Laura Garner

Associate Supervisor(s):

Advisor(s): Brian Ressel, NRCS; Josh Erickson, U.S.F.S.; Samantha Tappenbeck, SWCDM

Guest(s):

**Called to order:** 4:00 p.m. by Chairperson Darris Flanagan

**Public Comment:**

**Item Moved:** New Business, c. Wayne Maash as Chairperson / Darris Flanagan as Vice Chairperson; New Business d. Appoint Darris Flanagan as Signer for the Chairperson

- **Motion** by Don Crawford to appoint Wayne Maahs as Lincoln Conservation Chairperson and Darris Flanagan as Vice Chairperson. Appoint Darris Flanagan as Signer for District business on behalf of Wayne Maahs, Chairperson. **Second** by Tom Maffei. **Motion passed.**

**Minutes:**

- a. January 2019
  - Wayne Maahs stated on page 4 the statement should read “the complaint originated from a private citizen” not “cement contractor”.
  - **Motion** by Tom Maffei to approve the minutes of January 2019 as corrected; page 4 to read “the complaint originated from a private citizen” not “cement contractor”. **Second** by Kathleen Johnson. **Motion passed.**

**Financial Report:**

- a. January 2019
  - Staff noted a correction on the current checking account balance. It should read \$148,096.36 totaling \$240,245.60. Included in the Financial Report is the new amounts for the 310 Administration Funds calculated back to July, 2018.
  - **Motion** by Kathleen Johnson to approve the January Financial Report as presented. **Second** by Darris Flanagan. **Motion passed.**
- b. Expense Line Items Accounting Services and Finance Charges

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- Staff reported Expense Line Item Accounting Services will exceed the budgeted amount due to an increase in charges from the accountant. We were charged for the processing and printing of the employee W-2 (\$32.00) and an hourly rate of \$30.00 for technical assistance.
- Staff reported she was 5 days late in submitting the MPERA report. A late fee was assessed from MPERA; \$10 per day for five days; \$50.00 was charged in the Financial Charges expense line item.
- **Motion** by Kathleen Johnson to adjust Expense Line Item Accounting Services by \$100.00 and Finance Charge by \$50.00. **Second** by Mark Romey. **Motion passed.**

**NRCS Report – Brian Ressel**

- Brian Ressel reviewed the snow survey in the Board Packets.

**Item Moved: New Business, a. NRCS Montana Focused Conservation**

- Brian Ressel reported on the new NRCS program Montana Focused Conservation. The program targets specific geographic areas in the county. The initial round of funding had a short submittal period. Brian selected an 8,000 acre area in the Fortine / Edna Creek area. He currently has a high landowner interest here for fuels reduction. Lincoln County was one of three project areas selected in the Missoula district. There were eight project proposals selected statewide. This project area will be effective for five years. Landowners sign up this summer with implementation in the fall. Next year another project area can be submitted for funding selection. The Local Work Group will be an integral part of the long range plan for next year and to focus our resource concern. Brian would like to schedule the Local Work Group meeting in June.
- Wayne Maahs confirmed we (LCD) would set-up the target areas and the project focus and submit a new area next year.
- Mark Romey asked about wildland interface.
- Brian Ressel responded “yes” if the landowner interest in the area selected wants wildland interface.
- Wayne Maahs noted in previous years we (LCD/LWG) had natural resource categories, for example irrigation.
- Brian Ressel responded those were our county-wide resource concerns; noxious weeds, irrigation, grazing.
- Wayne Maahs asked if the new process will put less emphasis on agriculture.
- Brian Ressel responded the resource concern will be whatever we choose for the area selected; not county-wide. The new state conservationist is seeking measureable results. The new program is based on the system used in Oregon.
- Don Crawford asked if the funding for the one to five years is guaranteed.

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- Brian Ressel responded the funding is not guaranteed but the area is recommended for funding.
- Don Crawford noted we (Lincoln County) has received funding in the past for fuels reduction and irrigation.
- Brian Ressel noted there are special initiatives for projects such as hoop housing available.

**MTFW&P Report – Brian Stephens**

- Report is in the Board Packet.

**District Administrator's Report**

- Volunteer hours were recorded.
- Newspaper articles are in the Board Packet.
- A letter from DEQ is in the packet regarding public comment on suction dredging.
- Staff reminded Tom Maffei and Don Crawford of the county workshop tomorrow.
- We received a sponsorship request for the annual Forest Stewardship Workshop. This item will be placed on the March agenda.
- The engineering firm of Jackola has sent us a notice of grants funds for the Town of Eureka wastewater disposal project in Midvale.
- We received an invoice for a donation to the Bridger Plant Material Center. This item will be placed on the March agenda.
- MACD sent the annual dues invoice. The mill levy amount was incorrect. A new invoice will be sent. This item will be placed on the March agenda.
- The SWCDM is accepting applications for the education mini-grant program
- The DNRC Aquatic Invasive Species grant program is accepting applications.
- Staff will be attending the MACD convention meeting in Kalispell next Wednesday.

**Planning Board Report – Laura Garner**

**SWCDM - Samantha Tappenbeck**

- Monthly report is in the Board Packet.
- Samantha attended the Western Montana Grazing Agriculture Conference for the first time. The convention was very informative.
- Samantha and Becky are coordinating the upcoming spring tour and Envirothon teams tours of the Tobacco River and Mud Creek Restoration projects.
- The Ranching for Rivers program continues.
- Applications for the SWCDM Water Quality Mini-grants are now being accepted.
- SWCDM is working with USDA/NRCS in the Conservation Reserve Program for soil health.

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- Brian Ressel noted the program is not in Lincoln County but is in Flathead County. Is forestry new to the program?
- Samantha responded the program covers tree planting for shelter belt projects; more for eastern Montana.

**310's:**

C-02-01-19, Chapman, Kootenai River

- Staff reviewed the project construction begin and completion time line.
- It was noted a portion of the project could not be completed due to the current winter weather conditions.
- **Motion** by Don Crawford to approve Li-02-01-19 as presented; permit valid for one year; waive fifteen day wait period. **Second** by Darris Flanagan. **Motion passed.**

**New Business:**

- a. NRCS Montana Focused Conservation – Item moved
- b. Supervisor Reimbursement Policy
  - Staff reviewed the policy as it applies to Lincoln Conservation District. Our supervisors do not receive per diem/stipend for their services on the Board. Some larger conservation districts pay their supervisors a stipend to 310 inspections and board meetings. In regards to mileage reimbursement, as long as the travel destination, date and purpose are noted on the reimbursement request form and the rate is paid at or below the federal rate, a 1099 Miscellaneous is not required. Other reimbursements such as lodging are paid with a receipt.
  - **Motion** by Darris Flanagan to implement the Lincoln Conservation District Supervisor Per Diem/Reimbursement Policy and select Option B Reimbursement Plan. **Second** by Tom Maffei. **Motion passed.**
- c. Wayne Maahs as Chairperson / Darris Flanagan as Vice Chairperson – Item moved
- d. Appoint Darris Flanagan Signer for the Chairperson – Item moved
- e. Lincoln County Credit Union Account Signers
  - **Motion** by Darris Flanagan to remove Michael Justus as an account signer and add Laura Garner as an account signer on the Lincoln Conservation District account at the Lincoln County Federal Credit Union. **Second by** Tom Maffei. **Motion passed.**
- f. Used Fireproof File Cabinets
  - Staff reported Kris Lihme has acquired two letter size, three drawer, locking, used fire proof, water resistant file cabinets the District can purchase for \$450.00 each. Staff contacted Karl Christians, DNRC to verify if the District

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can purchase from the employee. Yes, LCD, can providing the cost is similar to the average. New cabinets are \$1,329 each; used varied from \$500 to \$980 each, plus shipping of \$150.

- Darris Flanagan stated he is in support of fireproof cabinets.
- Tom Maffei stated he likes the water resistant feature.
- Don Crawford asked how many cabinets are needed; what documents do we currently have that need to be in a fire proof environment.
- Staff replied our banking records and historical documents would be the most important to have in a safe environment. Two cabinets would be sufficient.
- Darris Flanagan asked what expenditure account could we use for the purchase.
- Staff responded the funds would be from our savings account.
- **Motion** by Darris Flanagan to commit to purchase two used fire proof / water resistant letter size, three drawer file cabinets. The funds to be transferred from savings. **Second** by Kathleen Johnson. **Motion passed.**

g. Spring Display Advertisement

- Staff presented a copy of the 2018 display advertisement. Cost in color from the Tobacco Valley News is \$108 and \$117 from the Western News. We can run an advertisement for the spring run-off and again in May/June.
- Darris Flanagan noted the cold temperatures will continue and March will be too early to advertise for the spring flows.
- **Motion** by Mark ROMEY to place two advertisements for the 310 permit process; one for emergency action and the second for the 310 permit process. **Second** by tom Maffei. **Motion passed.**
- Wayne Maahs noted we can discuss the date of the advertisements later.

**Unfinished Business:**

- a. CD Boundary Signs
  - Wayne Maahs reported the sign location has been marked by the Montana Department of Transportation.
  - **Motion** by Wayne Maahs to apply for a DNRC 223 grant to pay for the manufacturing and installation of boundary signs. **Second** by Kathleen Johnson. **Motion passed.**
- b. Grant Update
  - i. Tobacco River – Kassler
    - 1. Phase I – DEQ 319 Grant
      - Staff reported no new information.
    - 2. Phase 2 – DNRC Reclamation Grant
      - Staff reported a new contract will be needed with River Design Group for this grant.

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- 319 Interim Grant Funding Opportunity
    - Staff reported John Muhlfeld met with Bob Cuffe and the Reclamation Grant will be approximately \$100,000 short for funding Phase II. The 319 Interim Grant opened for applications and we can submit a request for funding. We have \$1,080 remaining from the Watershed Management Grant to pay John Muhlfeld to for technical assistance to write the grant.
  - MTFW&P Future Fisheries Grant
    - Staff reported the Board approved to submit an application for the Future Fisheries grant for the 2018 grant cycle.
    - **Motion** by Darris Flanagan to submit grant applications for both the DEQ 319 Interim Grant and 2019 MTFW&P Future Fisheries Grant.  
**Second** by Tom Maffei. **Motion passed.**
3. Watershed Management Grant
  4. Sweet Grass CD Watershed Grant
- ii. Mud Creek - Roose
1. DEQ 319 Grant
    - Staff reported we received the funding for the construction "shortfall" from Kootenai River Network, DEQ 319 funding and transfer of funding from the Tasks within the 319 grant.
  - A. Riparian, Public On-site Workshop
    - Staff reported we will not be having the riparian workshop but will have the public on-site scheduled for May 11<sup>th</sup>. We will have a 45 minute power point presentation at the Glacier Bank Community Room followed by site visits at both restoration projects. We have reserved a school bus to transport the participants to the project locations. The Lincoln County High School Envirothon teams will have a field trip to the project sites on April 10<sup>th</sup>.
  2. KRN/USF&WS Partners for Fish and Wildlife Program
  3. DNRC 223 Grant
    - We have approximately \$2,600 of vegetation planting to be completed in the spring.
- iii. Conservation Districts Environmental Contingency Grant Program
- No activity.
  - Darris Flanagan noted the DNRC Mini Education Grant needs to be added to the agenda.

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**Final Inspection Reports**

Li-02-02-18 – Hurst, Dudley Creek

- Darris Flanagan reported we can close this project.

Li-08-01-17 – Canavan-Fofield, S. Fork Yaak River

Li-10-02-18 – Glazier, Griffith/Therriault Creek

- Darris Flanagan inspected the site. The squash pipe looks good.

**On-Sites Needed**

**Open Mic and Other Business**

The next Conservation District Board Meeting will be held Wednesday, March 20, 2019 at 4:00 p.m. at the Weyerhauser Office, Libby, Montana.

Meeting adjourned at 6:00 p.m.

Respectfully Submitted,

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Wayne Maahs, Chairperson

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Becky Lihme, District Administrator

Date: \_\_\_\_\_







