

**LINCOLN CONSERVATION DISTRICT
BOARD OF SUPERVISORS MEETING
February 17, 2022
4:00 p.m.**

The Lincoln Conservation District will meet in person at North Lincoln County Annex, 66121 Hwy 37, Eureka. Participants can also join via Zoom. To participate in the meeting, please call or email our office for meeting log-in details. Information related to items on the agenda are available on the district website: www.lincolncd.org

AGENDA

Call Meeting to Order

Public Comment

Minutes

Financial Report

NRCS Report – Brian Ressel

MT FW&P Report – Brian Stephens

District Administrator's Report – Rae Lynn Hays

Planning Board – Laura Garner

310's

1. Li-02-01-22, Peterson, Libby Creek
2. Li-02-02-22, Lucier, Wolf Creek

Postponed 310's

1. Li-12-02-21, Leader, Keeler Creek

New Business

1. AIS Inspection Station Employee Process
2. BMP Sheet
3. Envirothon Teams

Unfinished Business

1. **Annual Work Plan and Strategic Plan**
2. **Brimstone Creek**
3. **Website**

Final Inspection Reports

On Sites Needed

Open Mic and Other Business

Adjourn

**LINCOLN CONSERVATION DISTRICT
BOARD OF SUPERVISORS MEETING
NORTH LINCOLN COUNTY ANNEX, Eureka
February 17, 2022, 4:00 p.m.**

Attendance:

Board of Supervisors: Kathleen Johnson, chairperson; Darris Flanagan; Mike Garner; Laura Garner; Tom Maffei; Don Crawford

Absent: Katrina Newton

Associate Supervisor(s): Wayne Maahs

Advisor(s): Brian Ressel, NRCS

District Administrator: Rae Lynn Hays

Guest(s): Hailey Graf, DNRC; Brian Gorman

Called to order: 4:02 p.m. by Chairperson Kathleen Johnson

Public Comment: Hailey Graf introduced herself and described her role with DNRC. She represents Conservation District in the Western portion of the state and can be a resource for districts and supervisors moving forward. The Conservation District Bureau recently reorganized with specialists in three locations of Montana. The bureau is undergoing the process of updating its workplan if anyone would like to offer input.

Minutes:

- January 2022 Meeting Minutes
 - Meeting minutes should say "one" member instead of "on" on page 4. **Motion** by Darris Flanagan. to approve the minutes of the January 2022 with the correction. **Second** by Mike Garner. **Motion passed.**

Financial Report:

- January 2022
 - Laura Garner presented the treasurer's report. **Motion** by Darris F. to approve the January 2022 financial report as presented. **Second** by Mike G. **Motion passed.**

NRCS Report – Brian Ressel

- Brian Ressel said the Libby Surround fuels reduction project was approved by the Joint Chiefs. The project area is over 260,000 acres and is a collaborative effort with the Forest Service. Also, the Edna/Fortine Creek project has been ongoing for four years. The Forest Service would like to do implement a 4,000 acre project adjacent to this area. Ressel said the project was likely proposed because of the work that has already been accomplished.

MTFW&P Report – Brian Stephens

- No report

District Administrator's Report – Rae Lynn Hays

- Volunteer hours were recorded
- Rae Lynn Hays reported that the technical support provided by DNRC is to review 310 applications rather than to provide guidance on moving forward with the restoration project. Only approved contractors can provide this service. River Design Group, who has been working with Brian Gorman on the Brimstone project is one of the reviewers. The others located in Western Montana include Mountain Contracting, NewField and Geum. Rae Lynn conducted a Zoom meeting with Nat Wyatt at RDG and Brian Gorman to discuss the potential of a restoration project on Brimstone.
- Rae Lynn met with John Muhlfeld for River Design Group to review the site for a streambank stabilization project on Grave Creek. It is possible to submit a planning grant for Grave Creek as well as Brimstone but they would be competing against each other for funding. The planning grant is the first step to be eligible for an RRGL Grant that is due in May. Since Muhlfeld is familiar with the project on Grave Creek, it is possible to have the preliminary engineering completed in time for the RRGL application in May. This would not be the case for the Brimstone project. Therefore, Rae Lynn will submit a planning grant application for Grave Creek
- At the UC3 meeting, Montana Fish Wildlife and Parks reported moving toward delisting Tiber Reservoir. This would result in Montana having a mussel free status. FWP also provided a chart showing the mussel infestation potential in the state. Lake Koocanusa and Flathead Lake rank highest in the state. AIS inspection stations between Alberta and BC are not being funded putting Montana at higher risk. FWP is also conducting crayfish surveys to determine the level of mercury in them as people are consuming them. A new bio control agent is being proposed to treat Flowering Rush on Flathead Lake. Finally, the board discussed the importance of funding Aquatic Invasive Species (AIS) programs as this can impact tourism and agriculture in Montana. Aquatic Invasive species can clog boats, spread through irrigation canals and now are being discovered in hydro systems.
- Rae Lynn and Russ Hartzel, FWP, met with the Director of the Port of Roosville about the AIS inspection station. The director anticipated that the inspectors would not have to show evidence of a Covid vaccine to be at the port. If that changed, the inspectors could set up outside in the parking lot. This would prevent having to move the station to another location. Two individuals who worked in previous years contacted the CD about an application.
- Rae Lynn reviewed a committee recommendation from last year to spend down excess money in the savings account as it seemed there was some confusion at the last couple of meetings when the board discussed purchasing a shed and spray equipment. The committee proposal consisted of requests that have come into the office such as a burrow builder, no till drill, weed sprayer, and cost share

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programs. Rae Lynn also asked for a storage shed to store equipment and files. The committee recommended that weed sprayers be purchased and suggested allocating \$15,000 to cover the cost of a larger storage shed and equipment in addition to \$35,000 for cost share programs. The remaining \$57,000 should stay in savings.

- Rae Lynn will be at PAT training in Billings Feb. 22-23 and would like to use comp time the first part of March to move. The Area 5 Employee Organization Meeting will be held in March.

Planning Board Report – Laura Garner

- The planning board is looking at a proposal for two docks on a road where specific rights were given to an oil company. Laura G. said it would be more problematic for the county to deny the application than to grant it.

310's

Li-02-01-22 – Peterson, Libby Creek

- **Motion** by Don Crawford to approve Li-02-01-22 as presented subject to the same conditions as the applicant's previous permit. **Second** by Laura G.
- **Motion** passed

Li-02-02-22 – Lucier, Wolf Creek

- **Motion** by Don C. to approve Li-02-02-22 as presented with the requirement to clean equipment prior to crossing the stream. **Second** by Tom Maffei.
- **Motion** passed

Postponed 310's

Li-12-02-21, Leader, Keeler Creek

- **Motion** by Darris F. to postpone Li-12-02-21 as the snow level has not permitted access for a site visit. **Second** by Laura G.
- **Motion** passed.

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New Business:

- **AIS Inspection Station Employee Process**
 - Tom M. questioned some of the required qualifications since training would be provided. Darris F. suggested forming a committee to review the position descriptions and newspaper advertisement.
 - **Motion** by Laura G. to create a three-person committee to review the position descriptions, advertisement, and hiring schedule. **Second** by Darris F. Laura G., Darris F., and Kathleen J. volunteered to be on the committee. It will meet Monday, February 21, 2022 at 11 am. The board will hold a special meeting on Thursday, February 24 at 3 pm. to discuss the AIS inspection station.
 - **Motion passed**
- **Best Management Practices Sheet**
 - The sheet was not attached to the email sent out to supervisors including board packet materials. This item will be postponed until the March meeting.
- **Envirothon Teams**
 - Derek Deshazer indicated that Eureka plans to send two teams to the Envirothon competition.
 - **Motion** by Mike G. to pay registration fees for two teams to attend Envirothon. **Second** by Darris F.
 - **Motion passed.**

Unfinished Business:

- **Annual Work Plan and Strategic Plan**
 - Don C. does not like the annual plan. Laura G. suggested the annual plan be formatted as a document. She also suggested using the format of the proposed annual plan to document progress on CD activities, but the colors should be changed. Kathleen J. suggested removing the section on the Yaak Easement. Don C. does not see a need for a strategic plan and prefers the way it used to be. He does not understand why the district is changing things and says it is all just a bunch of gobbley gook.
 - Motion by Mike G. to accept the strategic plan. **Second** by Laura G.
 - Discussion – Tom M. would like to propose edits and have the chance to be able to do that. He suggests making edits to the document starting with the strategic plan, as that is what forms the annual plan, for the next meeting.
 - Mike G. and Laura G. withdrew motion.

- **Brimstone Creek**
 - Brian R. reviewed the memo proposed by River Design Group and noted a disconnect between the proposal and Brian Gorman's intent that he expressed when the CD started discussing a restoration project on the stream. Brian R. met with NRCS leadership to discuss the proposal. The agency is open to the idea if it is something that would enhance the wetland and show a benefit to the easement. NRCS is concerned that installing a channel might drain the easement.
 - Brian G. reported that RDG conducted an extensive review of the site but did not understand the 60 acres to the north of the ranch is an easement in WRP. Brian G. would like the wetland to be utilized as a wetland and would be willing to give up some land to further enhance the wetlands and fish habitat. The lidar data indicates that aside from the high point, historically, most of the property was a wetland. Brian G. would like to increase the amount of water that comes on the property to benefit everyone and everything. He would like to see the springs flooded, the channel moved, and fencing to keep cattle out of the stream. He would also like to look into the upstream issues. Brian G. and Darrel Miller plan to hold back water upstream and then let it all go at once to determine flow by using water monitoring stations. Additionally issues upstream may also be a pond with significant siltation, channelization, and a fish barrier. Brian G. has put personal money into this project to keep it moving. He thinks this project would be a win for cutthroat trout and is willing to give up some land into an easement and keep cattle out 25-100 feet if needed but he can't fund the entire project. He noted that he wants to do what is best for the land and the habitat, but he also needs to make a living with his cattle.
 - Brian R. said one option would be to roll more acreage into the WRP. NRCS could cover the costs of the changes and the engineering.
- **Website**
 - Kathleen J. noted a few websites that she has reviewed and suggested that the board review them and make suggestions for changes to the LCD website. MACD has a staff person that can assist with making design changes. Mike G. asked if Kathleen could email names of the websites to the board.

Final Inspection Reports

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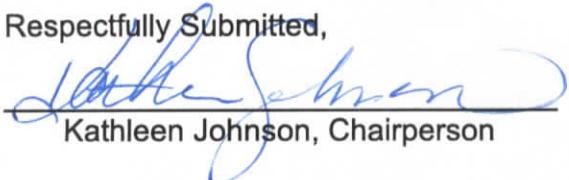
Open Mic and Other Business –

Kathleen J. will be gone next week at the RCAC meeting. Don C. asked where the next meeting will be held.

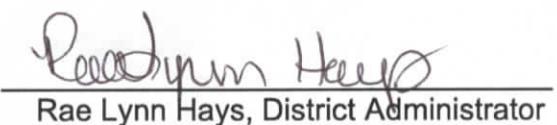
The next Conservation District Board Meeting will be held Wednesday, March 16, 2022, at 4:00 p.m. The meeting will be at the North Lincoln County Annex in Eureka as well as conducted via Zoom.

Meeting adjourned at 6:08 p.m.

Respectfully Submitted,


Kathleen Johnson, Chairperson

Date: 4-27-2023


Rae Lynn Hays, District Administrator

**LINCOLN CONSERVATION DISTRICT
BOARD OF SUPERVISORS SPECIAL MEETING
February 24, 2022
3:00 p.m.**

The Lincoln Conservation District will hold a special meeting to discuss the AIS Inspection Station. The board will meet in person at the North Lincoln County Annex, 66121 Hwy 37, Eureka. Participants can also join via Zoom. To participate in the meeting, please call or email our office for meeting log-in details. Information related to items on the agenda are available on the district website: www.lincolncd.org

AGENDA

Call Meeting to Order

Public Comment

New Business

1. AIS Inspection Station Contract
2. AIS Position Description and Advertisement
3. AIS Interview Committee and Schedule
4. Personnel Matter

Adjourn

**LINCOLN CONSERVATION DISTRICT
BOARD OF SUPERVISORS SPECIAL MEETING
NORTH LINCOLN COUNTY ANNEX, Eureka
February 24, 2022, 3:00 p.m.**

Attendance:

Board of Supervisors: Kathleen Johnson, chairperson; Darris Flanagan; Mike Garner; Laura Garner; Tom Maffei; Don Crawford; Katrina Newton

Absent:

Associate Supervisor(s):

Advisor(s):

District Administrator: Rae Lynn Hays

Guest(s):

Called to order: 3:04 p.m. by Chairperson Kathleen Johnson

New Business:

• **AIS Inspection Station Employee Process**

- Rae Lynn Hays said she urged the district to take on the management role of the AIS inspection station in Eureka. This was after Wayne Maahs asked her to consider being on the UC3 Board. UC3 promotes the importance of AIS monitoring and inspection stations. Rae Lynn added since there had been some opposition to the district managing the station, the board may want to reconsider the contract if they were not going to have a District Administrator. Rae Lynn H. said she would be resigning. Laura Garner, Mike Garner, Don Crawford, and Tom M. indicated they had not been in favor of the CD managing the station from the beginning. Tom M. asked if the contract had already been signed with Montana FWP and what repercussions could come from backing out of it. Kathleen J. said she signed the contract. Rae Lynn H. said she had already given a heads up to Tom Wolff at FWP and that they may need to take it back.
- **Motion** by Darris F. to drop Lincoln Conservation District's participation in the management of the AIS Inspection station. **Second** by Mike G.
- **Motion passed. Kathleen Johnson voted no.**

• **Personnel Review**

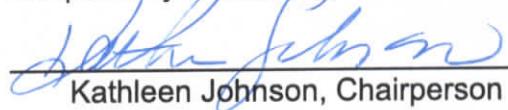
- Closed meeting.

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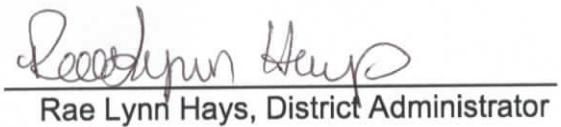
Open Mic and Other Business –

Meeting adjourned at 6:08 p.m.

Respectfully Submitted,


Kathleen Johnson, Chairperson

Date: 4-27-2022


Rae Lynn Hays, District Administrator

**LINCOLN CONSERVATION DISTRICT
BOARD OF SUPERVISORS MONTHLY MEETING
April 20, 2022
4:00 p.m.**

The Lincoln Conservation District will meet in person at North Lincoln County Annex, 66121 Hwy 37, Eureka. Participants can also join via Zoom. To participate in the meeting, please call or email our office for meeting log-in details. Information related to items on the agenda are available on the district website: www.lincolncd.org

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Minutes

Financial Report

NRCS Report – Brian Ressel

MT FW&P Report – Brian Stephens

District Administrator's Report –

Planning Board – Laura Garner

310's

1. Li-02-04-21, Curtiss Meadow Creek
2. Li-02-05-21, Curtiss, Roberts Creek
3. Li-04-01-22, Wheeler, Tobacco River
4. Li-05-02-21, Pomeroy, Deep Creek
5. Li-03-05-21, Hanson, Therriault Creek
6. Li-04-02-22, Disney, Kootenai River
7. Li-04-03-22, Stringham, Bull Lake
8. Li-04-01-21, Miller, Lake Creek
9. Parmenter Complaint

Postponed 310's

1. Li -12-02-21, Leader, Keeler Creek

New Business

1. Appoint Supervisor to Fill Vacant Seat
2. District Administrator Hiring Process
3. Provide pay to Rae Lynn Hays to train administrator
4. Purchase Microsoft Office Software and Adobe Software
5. 310 Training
6. 2022 Joint Montana Society of American Foresters Conference Sponsorship
7. PO Box Renewal
8. DEQ Portable Suction Dredging General Permit Schultz/Stoehner
9. Montana Bio-Control Project Invoice

Unfinished Business

1. Review of Strategic Plan/Annual Work Plan Process
2. Website
3. Best Management Practices Document

Final Inspection Reports**On Sites Needed****Open Mic and Other Business****Adjourn**

New Business

1. Appoint Supervisor to Fill Vacant Seat
2. District Administrator Hiring Process
3. Provide pay to Rae Lynn Hays to train administrator
4. Purchase Microsoft Office Software and Adobe Software
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Final Inspection Reports**On Sites Needed****Open Mic and Other Business****Adjourn**

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BOARD OF SUPERVISORS MONTHLY MEETING
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4:00 p.m.**

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9. Parmenter Complaint

Postponed 310's

1. Li -12-02-21, Leader, Keeler Creek

**LINCOLN CONSERVATION DISTRICT
BOARD OF SUPERVISORS MEETING
NORTH LINCOLN COUNTY ANNEX, Eureka
April 20, 2022, 4:00 p.m.**

Attendance:

Board of Supervisors: Kathleen Johnson, Chairperson; Mike Garner, Vice Chairperson; Laura Garner; Don Crawford; Darris Flanagan; Katrina Newton; Brian Stephens, FWP; Brian Ressel NRCS.
Guest(s): Josh Letcher, County Commissioner; Christine Burke NRCS.

Called to order: 4:00 p.m. by Chairperson, Kathleen Johnson

Public Comment: None

Minutes: 3 sets of meeting minutes to approve

- February 17 meeting minutes, motion from Darris to approve, seconded by Mike. Motion carried.
- February 24 special meeting minutes, purpose to cancel contract with AIS station. Motion to approve from Don, seconded by Katrina. Motion carried.
- March 17 2:30 pm meeting minutes, motion from Darris, seconded Mike. Motion carried.

Financial Report: Presented by Laura Garner. Motion to accept the report as amended, seconded by Darris. Motion carried.

NRCS Report – Brian Ressel:

- Introduction of Christine Burke, new employee at NRCS.
- Brian has some requirements that need to be reviewed, including the MOA, with the CD. We will review/discuss this next meeting. Copy of MOA was handed out. The Requirements Checklist was reviewed and signed by all supervisors.
- Kathleen also was given a questionnaire to fill out. Someone on the board will complete this and return it to Brian.
- Update to happenings in the office, including funding for some projects.

MT FW&P Report - Brian Stephens: Nothing to report

District Administrators Report:

- Volunteer hours recorded

310s:

1. **Li-02-04-21 Curtiss Meadow Creek** = Motion by Don to accept the extension for 1 year from today, seconded by Katrina. Motion carried. Kathleen abstained.
2. **Li-02-05-21, Curtiss, Roberts Creek** = Motion by Don to accept the extension for 1 year from today, seconded by Katrina. Motion carried. Kathleen abstained.
3. **Li-04-01-22 Wheeler, Tobacco River** = Presented by Katrina. Opinion from Don that this is not a project. Brian S. agrees that this is not a project. Motion from Katrina that this be declared not a project, seconded by Darris. Motion carried.

4. **Li-05-02-21, Pomeroy, Deep Creek** = Darris presented. Motion by Mike to accept the extension for 1 year from today, seconded by Katrina. Motion carried.
5. **Li-03-05-21, Hanson, Therriault Creek** = Kathleen presented. Motion by Mike to accept the extension for 1 year from today, seconded by Katrina. Motion carried.
6. **Li-04-02-22, Disney, Kootenai River** = Presented by Don. Recommendation from Don to deny the request. Owner wants to remove the soil from the high water mark to change the slope to his house site, as well as remove some trees that are damaged and revegetate the water slope to stop erosion. Don believes that they want to improve their lot/view, but that there is sufficient vegetation to prevent erosion, even though they had already removed some brush. Allowing this would "set a terrible precedent" and should be denied. Katrina said that more specific plan could be requested. Motion from Don to deny the 310. Seconded by Mike. Darris abstained. Motion carried. Darris will write the letter explaining the reasons for denial.
7. **Li-04-03-22, Stringham, Bull Lake** = Motion by Don that this is not a project due to the fact that this is not a perennial stream. Katrina seconded. Motion carried.
8. **Li-04-01-21, Miller, Lake Creek** = Motion by Darris to grant the extension for 1 year from today, seconded by Katrina. Motion carried.
9. **Parmenter Complaint** = Don presented. Motion from Don that this is not a valid complaint as it is not in our jurisdiction. Don also believes that this is not a creek, that it is an irrigation ditch. Brian said that there is not water in that ditch now, contrary to the complainant's statement that there is water all year. Don and Brian spoke to the complainant at the site visit, explaining that it is a water rights issue. Motion seconded by Katrina. Motion carried.

Postponed 310s:

1. **Li-12-02-21 Leader, Keeler Creek** = This 310 has been postponed due to the snowpack, and now there is mud, making it inaccessible. 310 lacks sufficient detail as well. Motion from Mike to deny the 310 as it lacks insufficient detail. Seconded by Katrina. Motion carried. Brian S. and Don will help the owner complete the 310 appropriately.

New Business:

1. **Appoint Supervisor to Fill Vacant Seat** =
 - Kathleen: Tom Moffeit resigned, leaving a vacancy. The election/race would be uncontested as there were 3 applications and 3 spots. John DeLeo would be the new supervisor, but his office would not start until Jan 2023. He has agreed to take the position early if we appoint him now. Kathleen and Don suggested that we postpone appointing him until we at least meet him. Motion by Don to postpone appointing John to the position until next months meeting. Seconded by Katrina. Motion carried.
2. **District Administrator Hiring Process** =
 - Kathleen: Michael Moore turned in an application for the position of DA. She also contacted his personal reference, indicating that his reference was very supportive.
 - Katrina: She contacted both of his professional references. Both references were positive, highly recommended him for this position.
 - Kathleen: Interview process was very smooth. He was competent, personable, well spoken, has experience in grant writing.
 - Laura: Recommendation from the committee is that we offer him the position of District Administrator.

- Darris made motion that we offer the position of District Administrator to Michael Moore, seconded by Katrina. Motion carried.
- Starting salary discussion and start date: Motion by Katrina for starting salary to be \$18.50 with starting day of May 9 or sooner, seconded by Darris. Motion carried.
- 3. **Provide pay to Rae Lynn Hays to train administrator =**
 - Kathleen discussed need for Rae Lynn to continue in her role part time as needed to assist until the new DA is hired. Motion from Darris that we continue with Rae Lynn on a part time basis for 8 days. No second, motion failed. Motion from Mike that we pay Rae Lynn for hours worked until new Admin comes on board and is trained, seconded by Darris. Motion carried.
- 4. **Purchase Microsoft Office Software and Adobe Software =**
 - Kathleen: The software that the office was using was owned by Rae Lynn. We need to continue that program or use some other. Motion from Katrina that we continue on a monthly basis to pay for Microsoft Office and Adobe software as long as needed, seconded by Mike. Motion carried.
- 5. **310 Training =**
 - Kathleen: Lewis and Clark is offering a 310 training in Helena for a cost of \$12 to cover lunch. Katrina and Kathleen would like to attend, as well as allowing the new DA to go. Motion by Darris to allow and cover fees, hotel, and mileage for up to 4 participants, seconded by Katrina. Motion carried.
 - Mike suggested postponing the meeting to a later date so that participants are not pressed for time. The training is on May 19th, requiring that participants travel on May 18 and stay overnight. Next months' meeting is in Libby. Don will check with Wayne to make sure that the meeting place is available. Motion by Mike to change meeting to Tuesday May 17, seconded by Katrina. Motion carried.
- 6. **2022 Joint Montana Society of American Foresters Conference Sponsorship =**
 - Motion from Don that we sponsor this for \$150.00, seconded by Darris. Motion carried.
- 7. **PO Box Renewal =**
 - Kathleen: LC has a PO box in Eureka. The rate is going up significantly. Kathleen recommends that we cancel the use of a PO Box. Darris noted how many times this office has changed locations. Motion from Don that we continue to use the PO box and pay the increased fees, seconded by Mike. Motion carries. Laura will handle the payment.
- 8. **DEQ Portable Suction Dredging General Permit Schultz/Stoehner =**
 - Brian said that we probably got a letter saying that the DEQ has approved this project, so expect a 310 at some point.
- 9. **Montana Bio-Control Project Invoice =**
 - Motion from Don that we donate \$125 to this project, seconded by Katrina. Motion carried.

Unfinished Business

1. **Review of Strategic Plan/Annual Work Plan Process**
 - Motion from Katrina that we postpone this until new DA, seconded by Darris. Motion carried.
2. **Website**
 - Kathleen suggested that we have a committee to investigate and work with the MACD or DNRC to help us with the web page. Mike suggested that this be postponed until the new

DA comes in. Motion by Katrina that this be postponed until new DA is hired, seconded by Mike. Motion carried.

3. Best Management Practices Document

- Brian discussed with Rae Lynn that specific language be added at some point to streamline the process and be included with the permit letter. Motion from Katrina that we postpone this discussion until later, seconded by Mike. Motion carried.

Final Inspections = None

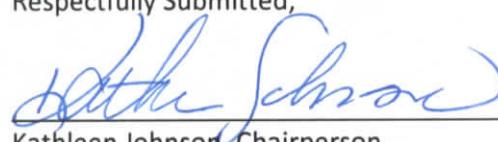
On Sites Needed = None

Open Mic and Other Business:

- Kathleen will call Michael Moore and offer him the DA position.
- Mill Levy: Laura will ask Rae Lynn to come in and take care of the advertising for the mill levy hearing.

Adjourn = Next meeting May 17, 2022 in Libby.

Respectfully Submitted,



Kathleen Johnson, Chairperson



Laura Garner, Treasurer

Date: 4/20/2022