



Flathead Conservation District
133 Interstate Lane, Kalispell, MT 59901
Phone: 406-752-4220 Fax: 406-752-4077
Web site: www.flatheadcd.org

CALL TO ORDER & ATTENDANCE: Chairman Ronald Buentemeier called the meeting to order at 7:00 P.M. in the conference room.

Board members present: Ronald Buentemeier, Chairman; Pete Woll, Vice Chairman; Camisha Sawtelle, Secretary/Treasurer; Dean Sirucek, Supervisor; John Ellis, Supervisor; Mark Siderius, Supervisor; Verdell Jackson, Supervisor; being a quorum of the Board.

Also in attendance were: Valerie Kurth, Ginger Kauffman and Kari Musgrove, FCD staff; Leo Rosenthal and Kenny Breidinger, MFWP; Davar Gardner; Megan Stockfisch; Cameron Wohlschlegel, FH Stoltze Land & Lumber.

MINUTES: Dean Sirucek made a motion “to approve the minutes of the November 23, 2015, business meeting as presented.” Verdell Jackson seconded. Motion carried unanimously.

CORRESPONDENCE:

1. Email from Jeff Tiberi, MACD, regarding “Waters of the US” status
2. DNRC Reclamation & Development Grant Program Planning Grants applications due Friday, January 8, 2016.
3. Winter issue of Custer CD newsletter “Conservation Update”
4. December issue of McCone CD newsletter “Conservation News”
5. Copy of Floodplain Development Permit for Montana Chip LLC, West Spring Creek
6. November 25 issue of NACD “Forestry Notes”
7. Whitefish Planning Board meeting, Thursday, December 17, 2015
8. Notice from DNRC: The December 2nd workshop which was to focus on types of projects that are typical of oil & gas development has been postponed until March 8.
9. 318 permit for Glacier National Park on McDonald Creek
10. December 14, 2015 issue of MACD’s “The Montana Conservationist”
11. Email from DNRC: January 15, 2016 is the deadline for 223, District Development and Mini-Education grant applications.
12. Whitefish Planning Board 12/17/2015 meeting agenda
13. MACD Legislative Meet & Greet is scheduled for Thursday, January 19, 2017.
14. A 310-Workshop is scheduled for Tuesday, January 12, 2016, in Dillon.
Contact beaverheadwatershed@gmail.com, beaverheadcd@gmail.com or kchristians@mt.gov
15. Copy of DEQ 318-Permit for work on Deer Lick Creek
16. Ranch & Farm Management workshops: Monday, January 11, 2016 in Winnett; contact 406-429-6646. Tuesday, January 12, 2016 in Roundup; contact 406-323-2103 Ext. 101.



FINANCIAL: The following bills were reviewed:

1. Byte Savvy \$1025.00
2. Flathead Beacon 792.00
3. Lake County Conservation District \$200.00
4. Melanie Mellgren-Sidmore \$738.15
5. MontanaSky Networks \$20.00
6. Mountain States Leasing – Kalispell \$1545.56
7. VISA \$2667.97

Mark Siderius made a motion “to approve the bills as presented.” Dean Sirucek seconded. Motion carried unanimously.

PUBLIC COMMENT PERIOD: No one was present to comment on items not listed on the agenda.

RIVER STEWARD PROGRAM: Megan Stockfisch thanked the district board for their support of the River Steward Program, and reported she is now employed with DNRC.

310:

BAILEY, FL2015064E, Trumbull Creek, notice of emergency: Discussion held. Ronald Buentemeier made a motion “to approve the notice of emergency. No further action is required by the applicant.” John Ellis seconded. Motion carried unanimously.

BAILEY, FL2015071, Trumbull Creek, infiltration gallery: Discussion held. Ronald Buentemeier made a motion “to withdraw the application.” John Ellis seconded. Motion carried unanimously.

CREVIER, FL2015069, Mount Creek, bridge: Discussion held. Dean Sirucek made a motion “to approve the application as submitted.” Mark Siderius seconded. Motion carried unanimously.

DIXON, FL2015004, Whitefish River, County Attorney Response: Discussion held. John Ellis made a motion “to draft a letter to the landowner explaining they do not have a permit, as they failed to comply with conditions regarding the permit they had sought. The letter will also inform them what they need to do to get a permit and to comply with the law. The letter will be brought back to the January 310-meeting for board review and approval.” Mark Siderius seconded. Motion carried unanimously.

FH STOLTZE L&L, FL2015072E, Haskill Creek, notice of emergency: An on-site inspection was set for Thursday, December 17, 9:00 A.M. at the site.

GARDNER, FL2015070, Unnamed, clean out channel/bank stabilization: Discussion held. Verdell Jackson made a motion “to approve the application with modifications per Verdell Jackson’s and Kenny Breidinger’s team member reports.” Pete Woll seconded. Motion carried unanimously.



HARDY, FL2015061, Stillwater River, bank stabilization/fill/debris removal: Discussion held. Mark Siderius made a motion “to table until the next 310-meeting.” Camisha Sawtelle seconded. Motion carried unanimously.

JACOBSON, FL2015073, Whale Creek, debris removal: Discussion held. Ronald Buentemeier made a motion “to table until the site is viewable in the spring.” Pete Woll seconded. Motion carried unanimously.

KIENITZ, FL2015067, Flathead River, culvert/excavation/fill: Discussion held. Ronald Buentemeier made a motion “this is not a project.” Verdell Jackson seconded. Motion carried unanimously.

VARDELL, FL2015065C/FL2104042, Whitefish River, complaint: An on-site inspection was set for Thursday, December 17, 10:00 A.M. at the site.

OTHER 310's

MAYPORT HARBOR HO, FL2015059: Mark Siderius informed the board he was asked to bid on the Mayport Harbor project after the 310-meeting when the permit was approved. He was the only bidder, thus he is the contractor for the project.

NEW BUSINESS:

DRAFT EA OF SPA 124 PERMITTING: Discussion held regarding the draft Programmatic Environmental Assessment (EA) for 124-permitting by MT Fish, Wildlife and Parks of culverts, bridges, and removal of beaver dams. Comments will be accepted until December 23, 2015, 5:00 P.M.

FCD 310-PERMIT PROCESS INFORMATION SHEET: Discussion held. Mark Siderius made a motion “to approve the 310 permit process information sheet.” Dean Sirucek seconded. Motion carried unanimously.

CPA LETTER OF ENGAGEMENT & ANNUAL FINANCIAL REPORT: Discussion held. Mark Siderius made a motion “to approve the letter of engagement with Susan Hulslander, CPA.” Dean Sirucek seconded. Motion carried unanimously.

John Ellis made a motion “to approve the State of Montana Department of Administration Local Government Annual Financial Report for Fiscal Year ending June 30, 2015.” Pete Woll seconded. Motion carried unanimously. Per the report, an audit is not required.

Discussion held regarding audit requirements. Per 76-15-315 MCA, district supervisors shall provide for an annual audit; per 2-7-503 MCA, local government entities receiving revenue in excess of \$500,000 shall have an audit. Valerie Kurth will contact DNRC for an interpretation as the codes seem to conflict.



REQUEST FOR RECORDS DISPOSAL: Discussion held. Dean Sirucek made a motion “to approve the Records Disposal request for 2007 records, and send to the Montana Department of Administration - Local Government Records for review and approval.” Pete Woll seconded. Motion carried unanimously.

FURNITURE DISPOSAL REQUEST: Discussion held. John Ellis made a motion “to approve the furniture disposal request.” Camisha Sawtelle seconded. Motion carried unanimously.

EQUIPMENT PURCHASE/RESOLUTION: Discussion held. Dean Sirucek made a motion “to adopt a Resolution to pay funds out of CIP (Capital Improvements) Fund 7235 in the amount of \$9103.00 to Anders Business Solutions to purchase a Konica Minolta BizHub C308 copier – Digital Color Multifunction System, and trade in the old copier.” John Ellis seconded. Motion carried unanimously.

2015/2016 BUDGET ADJUSTMENT: Ginger Kauffman reported that in February, the board had adopted a Repair and Capitalization Policy which stated individual items under \$500 will be deducted as incurred as an operating expense, and individual items over \$500 will be capitalized. Discussion held. 2015/2016 budget amounts for supplies and furniture & equipment will not be adjusted at this time.

FLATHEAD EDUCATOR’S GUIDE GR #223-14-3350: Discussion held. Pete Woll made a motion “to approve invoices totaling \$3200.00 for Flathead Educators Guide grant #223-14-3350, and submit to DNRC for payment.” Dean Sirucek seconded. Motion carried unanimously.

TRUMBULL CREEK RESTORATION PROJECT GR #223-12-3239: Discussion held. Dean Sirucek made a motion “to approve the invoice totaling \$1518.75 for Trumbull Creek Restoration grant #223-12-3239, and submit to DNRC for payment.” John Ellis seconded. Motion carried unanimously.

KRAUSE CREEK WATERSHED PLANNING GR #RGP-16-0464: Valerie Kurth reported only one bid was received in response to the Limited Solicitation. The review committee and DNRC recommend a more detailed limited solicitation and to extend the deadline. Discussion held. Camisha Sawtelle made a motion “to revise the limited solicitation and re-advertise with a deadline of 1/6/2016.” Pete Woll seconded. Motion carried unanimously.



MATTERS OF THE BOARD/STAFF

- **MACD CONVENTION**
- **SUPERVISOR TERM INFORMATION**
- **BOARD REPRESENTATIVE INFORMATION**
- **FLATHEAD BEACON ADVERTISING CONTRACT**
- **MT WEED CONTROL ASSOCIATION ANNUAL CONFERENCE**
- **BIG SKY WATERSHED MEMBER**
- **NRCS SNOTEL REPORT**

The next 310-meeting is scheduled for Monday, January 11, 2016, 7:00 P.M. in the conference room of the USDA building at 133 Interstate Lane, Kalispell.

ADJOURNMENT: Dean Sirucek made a motion “to adjourn.” Camisha Sawtelle seconded. Motion carried unanimously. As there was no further business, the meeting was adjourned at 9:40 P.M.

Submitted By: Ginger Kauffman, Administrator

Minutes approved by FCD Board motion made on:

1/11/2016 Ronald Buentemeier Chairman
(Date) (Signature) (Title - Chairman, Vice-Chairman, etc.)

