
CALL TO ORDER & ATTENDANCE

Secretary/Treasurer Donna Pridmore called the 11/28/2022 Business meeting to order at 7:00 P.M. in the conference room.

Board members present: Donna Pridmore, Secretary/Treasurer; Scott Rumsey Supervisor; Verdell Jackson, Supervisor; Angela Jacobs; being a quorum of the Board.

Board members absent: Pete Woll, Chair; John Ellis, Vice-Chair; Roger Marsonette, Supervisor. Absences are excused.

Also, in attendance were Samantha Tappenbeck, Jessie Walthers, Ginger Kauffman, FCD Staff; Bill Yankee, Associate Supervisor; Sean Johnson, NRCS; John & Carol Steitz; Gordon Ash, Associate Supervisor.

CONSENT AGENDA

Consent Agenda Item 1: Signature Authority

- Authorization for Samantha Tappenbeck to sign on behalf of Supervisors attending the meeting virtually.

Consent Agenda Item 2: Meeting Minutes

- 10/24/2022 Business Meeting Minutes

Consent Agenda Item 3: Financial

Check Detail dated 11/18/2022

1. VISA – Samantha Tappenbeck \$2,006.03

Check Detail dated 11/22/2022

1. Tetra Tech Inc. \$22,038.19

Consent Agenda Item 4: Correspondence

Angela Jacobs motioned “to approve the consent agenda as presented.” Verdell Jackson seconded. Motion carried unanimously.

PUBLIC COMMENT

No one was present to comment on items not listed on the meeting agenda.

NEW BUSINESS

Tetra Tech Contract Extension: Samantha Tappenbeck explained the district has a contract for services with Tetra Tech for the Flathead River Erosion Study which expires 12/31/2022. She asked if the Board would consider extending the contract for services to 12/31/2023, as additional time is needed to analyze data and finalize the report. Samantha noted that the Flathead River Commission supports this request. Scope of Work, volume of data, data sets, contract term and language, costs, submittal dates for reports, extension of the study, applying additional funds and grants, and staff time were discussed.

Scott Rumsey motioned "to approve extending the contract with Tetra Tech to 12/31/2023, to expand and interpret the data set we have to this point." Verdell Jackson seconded. Motion carried unanimously.

Conservation Grant Reimbursements: Jessie Walthers reviewed the following conservation grants:

- FY21/22 grant extension final reports have been submitted for:
Deena Shotzberger, FCD-CG2021-08, \$4,271.35. Jessie reviewed components listed in the grant. She stated the work has been completed as proposed and recommended payment.

J. O'Toole Vorschek, FCD-CG2021-07, \$3,269.25. Jessie explained the project is on the Stillwater River and reviewed components listed in the grant. She stated the project was completed based on what was proposed and recommended payment.

Verdell Jackson motioned "to approve the Shotzberger and Vorschek conservation grant payments." Scott Rumsey seconded. Motion carried unanimously.

- FY22/23 grant partial reimbursement request
John & Carol Steitz, FCD-CG2022-05, \$2,061.00. Jessie explained this is a request for partial payment in the amount of \$2,061.00 for the first portion of the fencing. She reviewed components listed in the grant and provided photos from the site visit. Jessie and Gordon Ash both recommended partial payment of the grant. Samantha Tappenbeck explained that typically all work and receipts are submitted once the project has been completed, then the district reimburses the applicant as agreed in the contract. In some cases, this is a financial burden which partial payment would help to alleviate.. John Steitz explained that temporary fencing was installed and was periodically moved for the sheep to rotationally graze.

Angela Jacobs motioned "to approve grant FCD-CG202-05 partial payment in the amount of \$2,061.00." Verdell Jackson seconded. Motion carried unanimously.

- Request for additional FY21/22 contract extension
Gerald Osborne, FCD-CG2021-11 Jessie explained that the original extension was granted until 12/1/2022. This is an additional extension request until 6/1/2023, due to flooding and delays in availability of logging contractor for fuel break and thinning work. A site visit was conducted by JW Surveying. Jessie stated that the windbreak planting

portion of the grant was completed. The applicant is planning to complete work this winter.

Scott Rumsey motioned “to extend the extension for the Osborn CG2021-11 conservation grant for 6 months until June 1, 2023.” Verdell Jackson seconded. Motion carried unanimously.

Records Destruction Request: Ginger Kauffman reviewed the Records Destruction Document (RM88) with the Board for disposal of 2006 310-files, and 2014 business/financial records. Note: Documents listed on form RM88 do not have to be submitted to the Local Government Records Committee at the Local Government Services Bureau in Helena.

Angela Jacobs motioned “to approve the Records Destruction as set forth on form RM 88.” Verdell Jackson seconded. Motion carried unanimously.

REPORTS

Flathead CD Staff: Attached.

Natural Resources Conservation Service (NRCS): Attached.

DNRC Conservation Districts Bureau: Attached.

Flathead County Planning Board (FCPB): The next FCPB meeting is Wednesday, December 14. Gordon Ash stated he will also be attending.

Whitefish City Planning Board (WCPB): No report.

Haskill Basin Watershed Council (HBWC): No report.

Flathead Basin Commission (FBC): Scott Rumsey reported a virtual meeting was held 11/21/22 to overview the legislative proposal to consolidate UC3 and FBC. He noted that Kate Wilson has taken a new job, and that vacancy is posted. Samantha Tappenbeck added that the bill has been pre-introduced. The language in the draft bill would hold 2 voting seats for conservation district representatives open, and nominations for conservation districts in the region would be handled through MACD. Samantha added that an email was received from FBC with a letter of support for the Flathead County bio solids treatment facility. FBC is asking for additional letters of support, and that conservation district Supervisors attend the Flathead County Commissioners meeting December 1st 10:00 AM and 6:00 PM to discuss the facility location and design. Scott Rumsey noted that he will attend that meeting.

Flathead River Commission (FRC): Donna Pridmore reported the FRC expressed interest in continuing the Flathead River Erosion studies, and would like Flathead CD approval to seek further funding and extend the contract with Tetra Tech.

MATTERS OF THE BOARD/STAFF

2023 Home & Garden Showcase: Jessie Walthers explained that the 2023 Home & Garden Showcase will be held Saturday & Sunday, March 4-5, 2023, at the Fairgrounds and asked for

Board approval to participate and submit registration for a booth; cost is \$650.00. Samantha Tappenbeck noted that the district hosted a booth last year, and district staff would need approval to work the booth in 2023.

Donna Pridmore motioned “to approve the participation in the 2023 Home & Garden Showcase.” Angela Jacobs seconded. Motion carried unanimously.

2023 Montana Lakes Conference Sponsorship Request: Samantha Tappenbeck explained that the 2023 Montana Lakes Conference will be held October 18-20, 2023. Samantha stated tiered sponsorship options are available and noted that FCD sponsored this event in 2019 at the bronze level. The district has received a request from WLI for sponsorship, and replies must be submitted by January 31, 2023.

Donna Pridmore motioned “to sponsor at the bronze level and have an exhibit table space.” Verdell Jackson seconded. Motion carried unanimously.

ID cards: Samantha Tappenbeck explained that Supervisor/FCD identification cards are available from MACo for \$10 each, and asked Supervisors to contact her if they wanted a card.

Parade: Gordon Ash stated that the Night of Lights annual parade is this Friday, December 2, in Columbia Falls. Gordon asked if an FCD banner could be displayed on his trailer. Staff will provide the banner to him.

The next combined 310-permit and business meeting is scheduled for Monday, December 12, 2022, 7:00 P.M. in person and via ZOOM.

Adjournment: Verdell Jackson motioned “to adjourn”. Donna Pridmore seconded. Motion carried unanimously. As there was no further business, the meeting was adjourned at 8:55 P.M.

Submitted By:
Ginger Kauffman
Administrator

Reviewed By:
Samantha Tappenbeck
Resource Conservationist

Minutes approved by FCD Board motion made on:

<u>1/10/2023</u>	<u>Pete Woll</u>	<u>Chair</u>
(Date)	(Signature)	(Title – Chair etc.)

Staff Report: November 2022

Samantha Tappenbeck, Resource Conservationist
Jessie Walthers, Conservation Program Manager
Ginger Kauffman, Administrator

Office and Administration

310

- Office received sixty-eight 310's (applications, complaints, notices of emergency) to date
- Donna and Ginger processing 310s
- Scanning of older 310-files continues

Bookkeeping

- Processed daily bookkeeping items including payroll, payroll reports & payments, invoices, credit card receipts, deposits, grant billing/vendor invoices, program payments, and updates to district files are made as needed

Office Support

- Staff meetings held weekly per staff availability
- RC met with Staff and Supervisors to consider personnel related issues and develop hiring scenarios to present to the Personnel Committee

Projects

Trumbull Creek Restoration & Aquifer Protection Project

- Project is inadequately funded and will require \$150K-\$160K in additional funding for the project as designed; if modified and scope reduced, \$65K needed in additional funding
- Pending request for meeting with Flathead County Commissioner Abell to request ARPA or County funding support for the project
- Amended grant #: RRG-20-1750 to extend project timeline through 12/31/2023

Study of Erosion on the Flathead River/SJ28

- Data collection period is complete and analysis is underway
- Shipped pressure transducer back to manufacturer for repair/replacement
- Worked with Tetra Tech consultant and camera manufacturer on data upload bottleneck and troubleshooting data issues
- Provided update to Flathead River Commission and discussed possible extension of study and exploration of funding options
- Met with Tetra Tech regarding timeline for drafting the report and options for study/contract extension

Krause Creek Restoration Project

- Project installation is complete and final report will be submitted mid-December
- Correspondence with landowners and River Design Group regarding downcutting and erosion around bridge structure downstream from project reach

Programs

College Scholarships

- Outreach started for college scholarships application window opening Dec. 1st
- Outreach to high schools for career counselor contact points, newsletter highlight of programs

Conservation Grant Program

- Consultations with participants regarding seedling orders, contract specifics, project implementation
- Communication with participants for extended 2021 contracts, with deadline of December 1st and project updates for 2022 grants
- November site visits rescheduled due to snow

Education Grant Program

- One inquiry for funding support from FWP/ State Parks, Derrick Rathe, for Watershed Interpretive Display at Wayfarer's State Park

Pollinator Initiative

- Communication with 2022 participants for self-monitoring and submission of photos from this season's gardens

Rain Garden Initiative

- 1 site visits conducted this month, participant funded for plants with landowner agreement
- Coordinated with Center for Native Plants for collaboration for next year, possible workshops in the spring at FCD and CNP
- New rack card produced with Rain Garden Initiative Partnership

Seedlings & Native Seed Program

- Consultation on seedling orders for participants: processed orders for seedling nursery, provided additional information on program guidelines, inventory, assistance with development of planting plans
- Shared outreach information on native grass seed cost-share program

Watershed Support Program

- Program funding is currently allocated to support of the Trumbull Creek Restoration & Aquifer Protection Project and the Flathead River Erosion Study

Youth Camp Sponsorships

- Youth scholarship information shared with school counselors when sharing about college scholarships

Education and Outreach

Education Events

- No outreach events this month

Demonstration Garden

- Trash removal as needed
- Coordination for water shut-off and winterization

Advertisements

- Flathead Beacon: 310 Permits (11/16/22, 11/30/22)

Website

- Met with MACD staff regarding improvements to District website
- Website visited by 1,300+ users this month

Social Media

- Facebook page followers: 855 (↓<0.01%)
- Instagram page followers: 594 (↑2.5%)

eNewsletter

- The Local Dirt was distributed on 11/7/2022 to 772 recipients

Partnerships

- Flathead Basin Wastewater Partnership Meeting 11/2/22
- Flathead River Commission Meeting 11/9/22
- Flathead CORE meeting 11/9/22
- MACD Convention 11/15/22 - 11/17/22
- Nutrient Work Group meetings 11/30/22

NRCS DC Report – 11/28/2022

Sean Johnson

➤ Programs

- EQIP and Joint Chief
 - Beginning to work through all applications to start on planning processes
- CSP
 - No active applications for FY23

➤ Review Items

- Attended MACD Convention
- Wrapped up programs signups on October 28th
- Helped conduct easement tour for our National Easement staff

➤ Upcoming Items

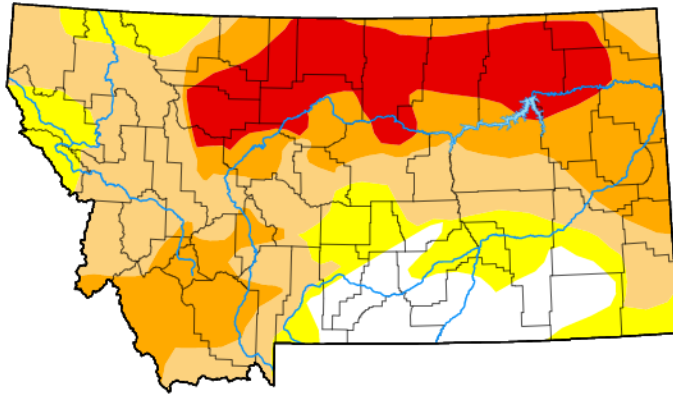
- Forester positions for both Kalispell and Eureka have closed
 - Hopeful that list of applicants will come relatively soon to be selection process
- The Kalispell/Eureka work unit will be looking to add an admin assistant by next spring hopefully
 - Tom Watson is hoping the position will be advertised by the end of the year
 - If you have anyone you know of that might be a good fit let me know as the position announcement will probably only be open for about a week
- Attend a cross boundary collaboration meeting with DNRC and FS

➤ Miscellaneous

- Drought – Very little changes in the last month
 - None – 12%, D0 – 21%, D1 – 26%, D2 – 25%, D3 – 16%, D4 – 0% - November
 - None – 10%, D0 – 16%, D1 – 32%, D2 – 25%, D3 – 17%, D4 – 0% - October
 - None – 9%, D0 – 22%, D1 – 29%, D2 – 37%, D3 – 4%, D4 – 0% - September
 - None – 49%, D0 – 22%, D1 – 13%, D2 – 12%, D3 – 4%, D4 – 0% - August
 - None – 61%, D0 - 18%, D1 - 6%, D2 - 9%, D3 - 5%, D4 – 0.6% - July
 - None – 5%, D0 –19%, D1 – 46%, D2 – 16% , D3 – 9% , D4 – 4% - June Report
 - None – 5%, D0 – 8%, D1 – 20%, D2 – 46%, D3 – 19%, D4 – 0% - May report

Map released: Thurs. October 20, 2022

Data valid: October 18, 2022 at 8 a.m. EDT



Intensity

- None
- D0 (Abnormally Dry)
- D1 (Moderate Drought)
- D2 (Severe Drought)
- D3 (Extreme Drought)
- D4 (Exceptional Drought)
- No Data

Authors

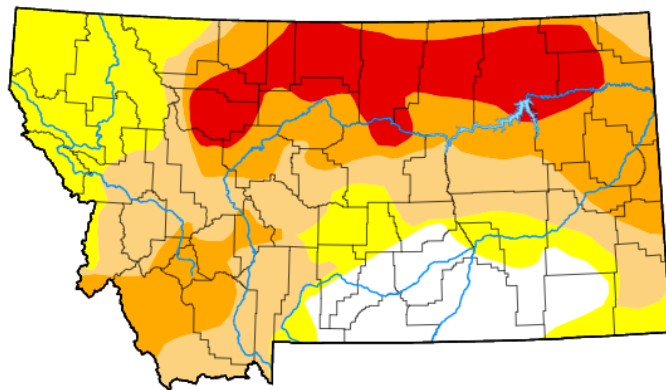
United States and Puerto Rico Author(s): Adam Hartman, NOAA/NWS/NCEP/CPC

Pacific Islands and Virgin Islands Author(s): Ahira Sanchez-Lugo, NOAA/NCEI

The Drought Monitor focuses on broad-scale conditions. Local conditions may vary. See accompanying text summary for forecast statements.

Map released: Weds. November 23, 2022

Data valid: November 22, 2022 at 7 a.m. EST



Intensity

- None
- D0 (Abnormally Dry)
- D1 (Moderate Drought)
- D2 (Severe Drought)
- D3 (Extreme Drought)
- D4 (Exceptional Drought)
- No Data

Authors

United States and Puerto Rico Author(s): Brad Rippey, U.S. Department of Agriculture

Pacific Islands and Virgin Islands Author(s): Richard Heim, NOAA/NCEI

The Drought Monitor focuses on broad-scale conditions. Local conditions may vary. See accompanying text summary for forecast statements.



REPORT TO WESTERN CONSERVATION DISTRICTS
NOVEMBER 2022

ALL THINGS GRANTS

- During the last application period for CD Project and Capacity Grants we had 9 applications submitted from 7 CDs. RCAC will meet during convention to review grant applications and make recommendations for funding. The next application period will be February 1st – March 15th.
- If you are currently under contract for a CDB grant and have not submitted a status report this quarter, please do so right away. Status reports are due each quarter, in October, January, April, and July. Even if you are not requesting reimbursement, please submit a brief report so I know the status of your grant.
- Don't forget, Education Mini Grants are now open year-round with a rolling deadline. If you have an education event coming up or know a local teacher is planning a field trip, make sure to apply three months ahead so we can get the contracting done in plenty of time.

CDB OFFICE HOURS

Thanks to all the Supervisors and Staff that have joined us during the CDB Office Hours. This format has proven useful for having one-on-one discussions about a variety of topics. Based on a great discussion a couple weeks ago, we asked Chris Evans to schedule a Round Table discussion on SAM.gov. True to style, Chris came through and the December Roundtable will be led by Deanna Langman with Big Sky Economic Development – a veritable expert on SAM.gov!

KRAUSE CREEK RESTORATION PROJECT

The Flathead CD is wrapping up year two of a low-tech, process-based restoration project on Krause Creek. Recently I got to have a fun, though rainy, day in the field helping to install beaver dam analogues and post assisted log structures. It was a great chance to see a DNRC-funded project come to life. So, thanks to Flathead CD for letting me join the fun!

NASCA CONFERENCE

I recently had an opportunity to attend the National Association of State Conservation Agencies annual conference and learned a great deal about the programs and projects CDs across the state work on and creative strategies for finding funding for them at the state level. This was a valuable conference, and I came away with lots of ideas. Hopefully over the next year I can work to bring these ideas to life and share them all with you!

As always, if you have any questions, concerns, program development ideas, or projects that you need assistance with, please call, text, or email me.

-Hailey Graf



Hailey Graf

Conservation District Specialist
Conservation Districts Bureau

Phone : (406) 437-4435

Email: hailey.graf@mt.gov