

**REGULAR MEETING OF SUPERVISORS
LARAMIE RIVERS CONSERVATION DISTRICT
5015 STONE RD, LARAMIE, WY**

**August 23rd, 2023
MINUTES**

PRESENT: Ruth Shepherd, Board Chair; Mandy Marney, Vice-Chair; Carol Price, Treasurer; Larry Munn, Supervisor; Zach Iddings, Supervisor; Tony Hoch, Associate Supervisor; Martin Curry, District Manager; Holly Dyer, Resource Specialist; Natasha Dangler, Office Administrator; Chris Bové, NRCS; Bob Shine, public; Philip LeBeau, public; Linda Littell, public; Butch Tilton, public; Hilery Lindmier, public; Dakota Burke, public.

1. **Call to Order:** Regular Meeting of Laramie Rivers Conservation District was called to order by Ruth Shepherd, LRCD Board Chair, at 11:57 AM.
 - a. Round-table introductions were made by all attendees.
2. **Public Comments:** None
3. **Approval of Minutes: MOTION by Carol Price to APPROVE the July 18th, 2023, regular meeting minutes as corrected, seconded by Zach Iddings. MOTION CARRIED.**
 - a. **MOTION by Zach Iddings to APPROVE the July 18th, 2023 Executive Minutes, seconded by Carol Price. MOTION CARRIED.**
4. **NRCS Report:** Chris Bové provided the most recent project updates for NRCS. **Report attached.**
 - a. Chris noted that the landowner recently came to Laramie and made some repairs to the building.
 - b. Chris addressed the phone and connectivity issues within the building and stated that these are ongoing regional concerns that will hopefully be addressed in the future.
5. **Old Business:**
 - a. Department of Audit: Martin outlined the training session that LRCD will be offering to the public on September 14th, 2023.
 - i. It was discussed that Toltec board members would also need to complete the required training prior to July 1st, 2024. Staff will work to communicate with Toltec to update them about the requirements as well as the dates that training would be offered and available to them.
 - b. Jelm Phase II Update: Martin went through a basic explanation of the project for the group. Landowners P. LeBeau, L. Littell, and B. Tilton were present and supportive of the project.
 - i. Martin answered questions from the landowners. Methods of funding were discussed. Project implementation is anticipated for 2025.
 - ii. **MOTION by Carol Price to MOVE FORWARD with the agreement process with Wyoming Game and Fish for the Jelm Phase II Restoration project, seconded by Larry Munn. MOTION CARRIED.**
 - c. 5 Year Plan review: No update. Natasha will continue to take any comments or notes regarding changes to the plan.

- d. Pilot Hill Update: Tony Hoch provided an update from Pilot Hill regarding some of the weeds that have been located on the property. Volunteers are needed for some upcoming planned workdays to remove weeds.
- e. Burnett Project update: Martin has not received a formal update from the contractor yet. Martin does not believe that the repair work will be warrantied.

6. **Rooted in Laramie Annual Update:** Hilery Lindmier and Dakota Burke were present to provide an update for Rooted in Laramie. 60 trees were planted this year. 2023 marks their 5th successful planting season. Hilery presented survey results, challenges faced and an outlook for next year. **Survey report attached.**

7. **District Manager Report:**

The Board ACKNOWLEDGES RECEIPT of the August 23rd, 2023, report from Martin Curry, LRCD District Manager. **Report is attached.**

- a. Martin gave an update from the 2023 SRM Field Tour in Saratoga.
- b. Small Waters Agreement: Martin presented an updated legal agreement for small waters projects.
 - i. **MOTION by Carol Price to use the newly edited agreement for future projects, seconded by Mandy Marney. MOTION CARRIED.**
 - ii. A discussion occurred regarding unforeseen liabilities to the district. Board members are OK with using the new agreement if it does not increase the liability of the district.
- c. Professional Services Agreement: Martin presented a service agreement that staff would like to be able to use on projects with contracted engineering services.
- d. New Property Update: Martin provided an update from the recent subcommittee meeting that was held on August 9th, 2023.
 - i. **It was agreed to keep the MOTION by Carol Price from the July 18th, 2023 meeting.**
 - 1. Martin will move forward with drafting an RFP/RFQ using the current financial figures presented.
- e. Wildlife markers for NRCS: **MOTION by Carol Price to APPROVE the use of funding from Locally Led Conservation to assist the local FFA Chapter with building wildlife markers for NRCS projects, seconded by Mandy Marney. MOTION CARRIED.**
- f. Rural Cost Share Applications:
 - i. **MOTION by Carol Price to APPROVE the following rural cost share request, seconded by Zach Iddings. MOTION CARRIED.**
 - 1. **Bell Otte Ranch - \$7,500.00**

8. **Watershed & Resource Specialist Report:**

The Board ACKNOWLEDGES RECEIPT of the August 23rd, 2023, report from Holly Dyer, LRCD Resource Specialist. **Report is attached.**

- a. County Notice Review:
 - i. Logan Zoning District Amendment (ZDA-03-23). **Review attached.**
- b. Living Snow Fence Cost Share Applications:
 - i. **MOTION by Carol Price to APPROVE the following living snow fence cost share requests, seconded by Zach Iddings. MOTION CARRIED.**
 - 1. **T. Price - \$678.54**
 - 2. **P. Unwin - \$1,000.00**
 - 3. **C. Unwin - \$1,000.00**

- c. Rural Cost Share Applications:
 - i. **MOTION by Carol Price to APPROVE the following rural cost share request, seconded by Mandy Marney. MOTION CARRIED.**
 - 1. **I. Gordon - \$792.50**
 - ii. **MOTION by Larry Munn to APPROVE the following rural cost share request, seconded by Zach Iddings. MOTION CARRIED.**
 - 1. **Harris Ranch - \$6,750.00**

9. District Administrator & Bookkeeper's Report:

The Board ACKNOWLEDGES RECEIPT of the August 23rd, 2023, report from Natasha Dangler, LRCD Office Administrator & Bookkeeper. **Report is attached.**

- a. Natasha presented the rough draft annual reports and one-page summary for initial review.
 - i. Natasha asked to submit the unapproved reports to WACD for their annual judging contest, and then she will present the final drafts to the Board for approval at the next board meeting on September 20th, 2023. **APPROVED.**
- b. Ruth signed the annual local funding compliance form.
- c. The group chose next quarter's board meeting dates:
 - i. October 24th, 2023
 - ii. November 22nd, 2023
 - iii. December 20th, 2023

10. Voucher & Treasurer's Report: MOTION by Zach Iddings to APPROVE vouchers 1044 to 1067 from the July 2023 Treasurer's Report, seconded by Larry Munn. MOTION CARRIED.

11. Financial Record: MOTION by Mandy Marney to APPROVE the Statement of Financial Record for July 2023, seconded by Larry Munn. MOTION CARRIED.

12. Hot Topics: The Hot Topics folder was passed around the table for review.

- a. *State to require training to reduce mismanagement of funds, 8/3/2023*

13. Items for Review:

- a. WACD Comment Letters:
 - i. USFS Climate Resilience – 7/17/2023
 - ii. McCullough Peaks HMA Bait Trap Gather EA – 8.8.2023
 - iii. BLM Rights-of-Way_Leasing_Operations Rule_8-14-23

ADJOURN at 4:18 PM