

SWEETWATER COUNTY CONSERVATION DISTRICT (SWCCD)  
MONTHLY BOARD MEETING  
Thursday April 4, 2024 - 4:00 p.m.  
550 Uinta Drive, Suite E, Green River, WY 82935

**REGULAR MONTHLY BOARD MEETING**

**Call to Order**

**Tom Burris, Chairman** called to order the meeting of the Sweetwater County Conservation District (SWCCD) at 4:00 PM on **April 4, 2024**, at 550 Uinta Drive, Suite E, Green River, WY 82935

**Roll Call and Pledge of Allegiance**

**Tom Burris, Chairman** conducted a roll call and introductions. The following persons were present.

Tom Burris, Chairman and Rural Supervisor (SWCCD)  
Larry Folks, Vice-Chairman and Rural Supervisor (SWCCD)  
Jean Dickinson, Treasurer and Urban Supervisor, (SWCCD)  
Henry Bliss, Supervisor (SWCCD)  
Karen Pecheny, District Administrator (SWCCD)  
Jeff Lewis, District Conservationist, (NRCS)  
Cherette Bonomo, USDA Ashley National Forest Service  
Mary Thoman, SWC Commissioner

Absent: Stephanie Anderson, Rural Supervisor (SWCCD)

**Minutes**

A **motion** was made by Jean Dickinson, seconded by Larry Folks, to approve the March 7, 2024 regular minutes and March 20, 2024 special minutes as written. Motion carried.

**Agenda**

A **motion** was made by Jean Dickinson, seconded by Henry Bliss, to approve the agenda as presented. Motion carried.

**Treasurer's Report**

A **motion** was made by Jean Dickinson, seconded by Henry Bliss, to approve the Treasurer's Report, and pay the bills in the amount of \$9,370.61. Motion carried.

The Board discussed the FY 2025 Budget Request. After discussion regarding the budget numbers and county form.

A **motion** was made by Jean Dickinson, seconded by Tom Burris, to authorize sending the FY 2025 budget to the county by the April 26, deadline with verified budget numbers from accountant. Motion carried.

#### Sweetwater County Budget FY 2025

- Budget Workshops: Tuesday, May 21, and Tuesday, June 4, the Commissioners will be meeting with outside agencies, component units to discuss budget requests. (only if necessary)

#### Special Reports

##### Jeff Lewis, NRCS

- Lewis discussed the Annual Civil Right Responsibilities for Partners Checklist that was included in supervisors' packets. Lewis requested supervisors please review and read the material when they are able to.
- The checklist is part of the NRCS national civil rights review which is coming up.
- Need to set a day for the Local Work Group Meeting.

##### Mary Thoman, SWC Commission

- Reported on the Dry Creek Trona Cooperator Meeting. The final plan is scheduled to be released June 26.
- Attended the Forest Service Open House at the SWC Courthouse.
- Reported on the Federal Partner Meeting tomorrow at 9:00 am in Rock Springs at the Chamber of Commerce
- Reported on an Annual Federal Partner meeting update that will be held on April 16, at the regular commission meeting.
- Reported the Bureau of Rec - BOR is shutting the Fontenelle Dam down for a month while they do maintenance on the power plant. Thoman reported the water levels will be drastically reduced on the Green River and there will be irrigation issues.

##### Cherette Bonomo, ANF

- Bonomo introduced herself and explained that she will be here at the Green River office intermittently.
- Explained that the Forest Service wanted to have a community presence here locally.
- Reported on the Forest Plan. The plan was completed for the Ashley National Forest (ANF) and is now in effect.

## **Unfinished Business**

### Bitter-Killpecker Creek Update and Actions

#### Drop Structure

- Reported the structure is there, and water is receding, but very muddy. (visual inspection)
- Folks will coordinate with D&D when the site improves.

### Water Quality Monitoring

#### WWC Master Service Agreement and Work Order #1

After discussion:

A **motion** was made by Jean Dickinson, seconded by Larry Folks, to accept, sign, and submit the Master Service Agreement with WWC and work order #1. Motion carried.

#### Community Enhancement Grant

The District received one grant application from the Green River Greenbelt Task Force, regarding chemical treatment for Russian Olive/Tamarisk trees along the river corridor.

A **motion** was made by Jean Dickinson, seconded by Larry Folks, to table the Community Enhancement Grant for further clarification from weed & pest. Motion carried.

#### Department of Revenue – Boundary Map

Staff was directed to get an estimate from Kent Felderman, JFC Engineering, regarding a legal description for the boundary to satisfy Dept. of Revenue. The District is in compliance with the Department, but the map was rejected.

A **motion** was made by Jean Dickinson, seconded by Larry Folks, to request an estimate from Kent Felderman, regarding the boundary. Motion carried.

## **New Business**

Pre-Decisional – CLG Comments Re:

- BLM's Determination of NEPA Adequacy for the proposed Wild Horse gather for White Mtn HMA 3-22-2024

A **motion** was made by Jean Dickinson, seconded by Larry Folks, to ratify the comments that were submitted. Motion carried.

#### Wyoming Department of Agriculture (WDA) Conservation District Risk Management and Bonding Forms

The Board discussed and signed the Bonding and the Risk Management Forms. The forms are required by the Wyoming Department of Agriculture, as part of their financial policy requirements and oversight.

Within Chapter 1 (attached below), Section 4 (requirements for bonding) states:

- a. Supervisors are required (W.S. 11-16-118) to insure bonds are issued for all employees and officers entrusted with funds or property to protect the district from any loss that might occur as a result of employee or officer theft or fraud.
- b. Supervisors may choose the type of bond issued as long as all employees and officers are covered. Supervisors may choose from the following insurance bond types:
  - i. Dishonesty bond
  - ii. Faithful performance bond
  - iii. Blanket bond
  - iv. Blanket position bond
- c. The amount of the bond purchased must be equal to or greater than 10% of the total revenue for the fiscal year and 20% of the cash on hand up to One Hundred Thousand Dollars (\$100,000).

- ✚ The District has a Blanket position bond that covers four supervisors and one employee. The District has a separate bond for \$40,000. to cover the Treasurer Position.

A **motion** was made by Jean Dickinson, seconded by Larry Folks, to sign and submit the forms to Department of Agriculture. Motion carried.

#### Local Work Group Meeting

A **motion** was made by Jean Dickinson, seconded by Larry Folks, to hold the meeting at 3:00 pm on Thursday, May 2. Motion carried.

#### WEBT Renewal & Delta Dental Info 2024

A **motion** was made by Jean Dickinson, seconded by Henry Bliss, to renew the insurance with Delta Dental and WEBT. Motion carried.

#### Sweetwater County Commission Meeting

Staff will schedule a meeting with the county commission for their April 16, commission meeting.

#### **Supervisors Report**

##### Tom Burris

- Attended and reported on the Enterprise Meeting with the Chamber of Commerce. Sweetwater County Commission Federal Partner Meeting. Burris spoke with Ron Wild, Rocky Mtn Power (RMP), regarding funding and was told about grants and funding. Rocky Mtn Power has a corporate 10k grant and a \$1,000. grant. Staff was directed to add the \$1k request from the District to RMP in the next board meeting packet.
- Attended the Coalition of Local Governments Meeting held in Lyman.

### Jean Dickinson

- Attended and reported on the Coalition of Local Governments (CLG) March meeting held in Lyman.

### Larry Folks

- Attended and reported on the Sweetwater County Commission Federal Partner Meeting.

### Stephanie Anderson (written report)

- **March 14:** Attended a Zoom Meeting with Angi Bruce, Wyoming Game & Fish Department, WLCI Executive Committee Member about getting funds for projects through grants with BLM money. WGFD is reluctant to continue managing these grants. BLM position for WLCI Chairperson will be advertised and filled this spring/summer and located in Cheyenne.
- **March 19:** Attended WLCI Local Project Development Team Meeting in Rawlins. Minimal participation from partners possibly due to Congress had not yet passed FY 2024 Appropriations Bill.
- **April 2:** Zoom meeting with Sweetwater County Commissioner Meeting
- **April 3:** Town Hall Meeting in McKinnon to discuss Engineer Consultants report identifying possible solutions to maintain/improve/replace County Road 1 - McKinnon Road.
- No contact from McKinnon Cemetery group for the Community Enhancement Grant

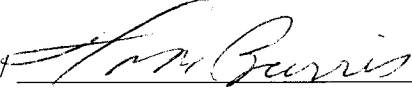
### Staff Reports

#### Karen Pecheny

- Received a call from a customer that is scheduled to use the cattle chute next month, she said the last time they used it, it needed spark plugs and oil and wanted to know if we have a maintenance schedule and would it be in workable condition. Staff was directed to add this to the May agenda for discussion. Burris will speak with Dustin at the Farson Feed Store.
- Staff advertised the Community Enhancement Grant on various media outlets. The date for applications is due on April 1, 2024.
- Working on the county budget form for fiscal year 2025. Staff will follow up with accountant regarding the cash on hand and days of cash on hand.
- Worked on *Bitter Creek Watershed Sampling & BMP Evaluations*, final report is due and contract expires on 6/30/24.
- Received an email from Bruce Nelson, WET, "*Mitch sent off the 2022 and 2023 BKWAG data to the DEQ-WQD for inclusion in the Biennial Report of 303d waters. If you could let the rest of the Board and the BKWAG committee know, I would appreciate it.*" Staff forwarded the email to Russ, WWC.

- Reported on Wyoming Department of Agriculture (WDA) has \$62,526.26 remaining in the lab fund budget. The WDA has approved the Sweetwater County Conservation District request for additional Lab Funds in the amount of **\$622.00**. The NR&P office must receive your voucher and receipts by June 1<sup>st</sup>.

A **motion** was made by Jean Dickinson, to adjourn the meeting at 6:35 p.m. The next meeting will be held on Thursday, May 2, 2024, at 4:00 p.m. at the SWCCD Office, 550 Uinta Drive, Suite E, Green River, WY. A Local Work Group Meeting is scheduled for 3:00 p.m.

/s/  \_\_\_\_\_ Chairman

/s/  \_\_\_\_\_ Secretary

//Submitted by Karen Pecheny/