



## SHERIDAN COUNTY CONSERVATION DISTRICT

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119 N. Jackson Street – Plentywood, Montana 59254  
Phone 406-765-1801 ~ Fax 406-765-2356

**Sheridan County Conservation District**  
**Minutes of Monthly Board Meeting**  
**Tuesday, February 10, 2009 @ 9:00 AM**  
**USDA Building – Conference Room**  
**119 N Jackson – Plentywood, Montana**

### MINUTES

**SCCD Supervisors Present:**

Chairman: Jeff Wivholm  
Supervisor: Jon Bolstad  
Supervisor: Rom Hedges  
Supervisor: Tim Holte  
Supervisor: Todd Marsh  
Associate Supervisor: Steve Hove

**SCCD Supervisors Absent:**

Supervisor: Manuel Vazquez

**SCCD Staff:**

Judy Benson, District Administrator  
Mickey McCall, Technician

**NRCS:**

Monica Friedrich, District Conservationist

**GUESTS:**

Terry Angvick, Sheridan County Extension Agent

**1. Call Meeting to Order**

The Sheridan County Conservation District Board of Supervisors' regular scheduled meeting, was called to order by Chairman Jeff Wivholm at 9:05 AM., February 10, 2009.

**2. Public Comments:**

No Public Comments.

### **3. Approval of Minutes – January 13, 2009 Meeting**

After reviewing the January 13, 2009 minutes, Tim Holte made a motion to approve the minutes as true and correct. Jon Bolstad seconded the motion. The motion carried unanimously by the supervisors present.

### **4. Financial Report:**

After review of the Financial Reports, including the bank balances, the deposit detail, the profit and loss, and balance sheet; Jon Bolstad made a motion to accept the Financial Statements. Todd Marsh seconded. The motion carried unanimously by the supervisors present. In review of the two CDs to be renewed at Rocky Mountain Bank on March 7, 2009, one in the amount of \$4,607.79 and the other in the amount of \$18,249.87, it was agreed to move to a 3 month if the interest difference was not more than ¼% than the 6 month.

### **5. Bills to Pay**

The expenditures totaling \$11,780.64 as listed on the Check Detail dated January 12, 2009 through February 9, 2009 were reviewed. In the figure are the regular monthly bills for January as well as fourth quarter payroll taxes, January payroll, health insurance, and Montana State withholding and range renovator repairs. The unpaid bills at this time total \$12, 845.41 to the Bureau of Mines, pending grant payments. Jon Bolstad made a motion to approve the total expenditures as listed. Tim Holte seconded the motion. The motion carried unanimously by the supervisors present. The checks were signed by Supervisors Jeff Wivholm and Tim Holte.

### **6. NRCS Report – Monica Friedrich**

- Signup for cost-share programs (EQIP, WHIP, WRP) will be extended until March 13, 2009 for this year's contracts. This is due to changes in the Farm Bill which may change eligibility status for some participants.
- Sheridan County has been allocated \$225,000 for funding contracts this year. This is less than it has been the past few years. Additional funding will be available through the Precision Ag and CRP Transition Special Initiatives.
- The Local Work Group needs to be convened, and provide a response back to the state office regarding how to allocate county funds. The deadline for this is Feb. 27, 2009.
- Field Office staff will be participating in training via net conferences and area training in March for changes to Farm Bill programs. Applications will be ranked by mid-May, and contracts developed by mid-June.
- Tim Solberg met with Fish & Wildlife biologists to discuss cost-share they might provide toward the EQIP CRP Transition special initiative. FWP may be able to provide funds toward boundary fence and bringing power in for livestock wells.
- Inspection report for Box Elder Dam was received. The City of Plentywood will need to repair one of the seams in the pipe running under the dam. The engineers were concerned about continued and excessive grazing in the east emergency spillway and asked our local staff to follow up with that.

- FSA and NRCS are gathering information to renegotiate the lease for the USDA building. It is possible that we may ask for bids on a new building if this one is not satisfactory. There are pros and cons in both cases, but we will consider opinions of the District when decisions need to be made.

## **7. SCCD Technician's Report – Mickey McCall**

### Aquifer

- Unable to measure any wells in January.
  - Last measurements in December just before the snow and cold temperatures.
  - February well measurements are unlikely.
- MGMB is compiling data from aquifer test at Tom Enanders.

### Big Muddy 319 grant

- Final report will be completed by March 5<sup>th</sup>.

### USGS

- Compiling and analyzing data.

### RC & D

- Attended Eastern Plains RC&D annual meeting in Sidney on February 4<sup>th</sup>.
- Paul Finnicum, Poplar NRCS office, appointed as interim Coordinator effective January 8.
- Vacancy advertising will end February 26<sup>th</sup>. Randy Phelan, Acting State Conservationist with NRCS in Bozeman, has agreed to allow me to participate in the selection of the new Coordinator.
- State RC&D Association conference call was held on February 9, 2009.
  - Association will meet with new State Conservationist on March 25<sup>th</sup>

### Other

- Parts for aerator arrived on January 6.
  - Tommerup cannot complete repairs, John Deere will. No activity as of yet.
  - Aquifer tests in Sidney and Larslan have been delayed due to weather and driller's schedules.
- Assisted Judy with Workman's Comp Audit.
- Competed 223 grant request for weather stations.
- Met with Jerry Rodriguez regarding the USFWS/NACD MOU and possible operations funding from UFW.
- Completed newsletter.
- Competed Admin grant request for new laptop computer. Ready for Board approval.

### Coming Up

- Pump tests Jim Davis, Larslan; end of February.
- Vacation scheduled for February 17 through 20.
- Technical Advisory Committee meeting scheduled for March 5, 2009.

**8. Unfinished Business:**

- SCCD Financial Review  
Judy Benson contacted Jan Fountaine, MACD, and Laurie Zeller, DNRC, regarding the Financial Review. Jan Fountaine noted that the review could be done by the supervisors, preferably supervisors that do not sign checks or at least be sure that there are some at do not sign checks. She suggested that the checks be checked against the invoices paid and the deposits be checked against the income receipts. She also offered her assistance, if the supervisors have any questions. Laurie Zeller sent us a Self Audit form that she suggested that we put on our agenda to be reviewed annually.
- Kent Nathe Vacancy  
Jon Bolstad had contacted Nathan Shackelford following the January meeting to see if he would be interested in completing Kent Nathe's vacancy for the next two years. Jon Bolstad made a motion to appoint Nathan Shackelford to fill Kent Nathe's vacancy for a two year period until the next general election at which time a supervisor will be elected to a two-year term. The motion carried unanimously by the supervisors present.
- Workman's Compensation (State Fund) Audit  
Judy Benson reported that the Montana State Fund audit had been done January 23, 2009. The audit went very well. The auditor questioned Mickey and Judy on their work duties and our classification may change to clerical and data collection. To date we have not received any written confirmation on the audit results.
- Roger Schmitz Water Usage  
A letter was sent to Roger Schmitz after the January meeting regarding his water usage fee payment. A check has been received in the amount of \$105.60 paying the bill in full. Mickey McCall will review the regulations regarding the water usage prior to the technical meeting to be held March 12, 2009.
- Manuel Vazquez Re-appointment  
The District received a letter from the City of Plentywood stating that Manuel Vazquez had been re-appointed for another 3-year term as Urban Supervisor to the Sheridan County Conservation District Board at their January 5 city council meeting.

**9. New Business:**

- Oath of Office – Todd Marsh  
Oath of Office for Todd Marsh was administered, signed and notarized. Todd Marsh was re-elected by acclamation during the November 2008 general election to a second four-year term.
- SCCD Election of Officers  
Tim Holte made a motion to retain all officer positions for the forthcoming year. Todd Marsh seconded. The motion carried unanimously by the supervisors present. The officers are as follows: Chairman, Jeff Wivholm;

Vice-Chairman, Rom Hedges; and Treasurer, Tim Holte.

- 2009 Annual Plan  
After review of the 2008 Annual Plan, the board agreed to appoint Nathan Shackelford to the Range, Forestry & Public Lands District Committee. Jon Bolstad made a motion to make no changes to the Annual Plan other than appoint Nathan to the Committee to fulfill Kent Nathe's vacancy on that committee. Todd Marsh seconded. The motion carried unanimously by the supervisors present. The 2009 Annual Plan will be ready for signature at the March meeting.
- CD Operations Self Audit  
Copies of the Conservation District Operations Audit were passed out to all members present for review. Further discussion will take place at the March meeting.
- 2008 Cooperator of the Year  
Sheridan County Extension Agent, Terry Angvick, was invited to our meeting to assist in the selection of the 2008 Cooperator of the Year. After discussion with Terry, Monica, the board members, Tim Holte made a motion to nominate Flat Lake Farms, Wayne & Chad Solberg, as the District's 2008 Cooperator of the Year. Todd Marsh seconded. The motion carried unanimously by the supervisors present. The Solberg's have excelled in conservation and resource-friendly practices on their farming and ranching operations, including water pipelines and stock tanks, cross fencing utilizing better rangeland practices. The plaque for the Solberg's award will be ordered from Hi-Line Sports. Farm Expo banquet tickets will be purchased for the Solberg's as that award will be presented at the banquet.
- RC & D Appointment  
Todd Marsh made a motion to reappoint Mickey McCall to represent the District on the Eastern Plains RC& D Council for another one-year term. Jon Bolstad seconded the motion. The motion carried unanimously by the supervisors present.
- Montana Salinity Control Assn. – Executive Board Election & SCCD Liaison Appointment  
Tim Holte made a motion to vote for Walter Borntrager (Dawson Co.) as the Northeast MT Saline Seep Association representative to the MSCA Executive Board and reappoint Todd Marsh as the Sheridan County Conservation District's Liaison to MSCA. Jon Bolstad seconded. The motion carried unanimously by the supervisors present. The motion carried unanimously by the supervisors present. The ballot will be sent to Jane Holzer, MSCA.
- Pickup Savings Fund  
The Board discussed a savings fund to set aside funds for the future purchase of a new vehicle or vehicle repairs as it becomes necessary. Possible suggestions included to set aside the amount of the vehicle depreciation monthly. Further discussion will take place at a future meeting.
- Empire Oil Co.- Lease Offer at Research Farm

Roosevelt County Conservation District had received a letter from Empire Oil Co. with a lease offer of \$50.00 mineral acre for a total of \$1,965.00 – five year term – 15% royalty. Mark Nelson of the Roosevelt County CD had contacted Lone Tree Energy & Associates and they had offered 5 years at \$150.00 per acre with a 1 year extension option of \$100.00 – 17-1/2% royalty. Tim Holte made a motion to agree to the terms of Lone Tree Energy as outlined by Mark Nelson. Todd Marsh seconded. The motion carried unanimously by the supervisors present. Roosevelt County CD will be contacted as to the decision.

- Laptop Computer Grant Application  
Mickey McCall compiled a grant application to DNRC for the purchase of a new laptop to replace his existing laptop that is no longer working. That grant allows up to \$550.00 on the purchase of new computer equipment. A letter of request and a 3 computer quotes are required to be submitted. NRCS has only one laptop that is approved. The total cost of the computer is \$1,988.88. The laptop is necessary to connect to the well computers for data collection. A fee will be charged to the grants as equipment rental which will recoup a portion of the cost of the computer purchase. Jon Bolstad made a motion to apply for the computer grant and proceed with purchase of the computer. Todd Marsh seconded. The motion carried unanimously by the supervisors present.

**11. Pass Around Files:**

The Pass Around Files were reviewed by the board members present.

**12. Adjournment:**

- With no further business before the board, Jon Bolstad motioned to adjourn the meeting. Rom Hedges seconded the motion. Motion carried unanimously by the supervisors present. Meeting adjourned at 11:10 AM
- Next Meeting:  
Tuesday, March 10, 2009 at 9:00 A.M.  
USDA Building – Conference Room  
119 N Jackson – Plentywood, Montana

Respectfully submitted,

Judy A. Benson,  
District Administrator

Approved,

Jeff Wivholm  
Chairman  
Date: March 10, 2009