**Regular Meeting**

**Wednesday, July 3rd @ following WEED District Meeting**

**USDA Office – Hardin, MT**

1. **Call to Order:** The Big Horn Conservation District meeting was called to order by Chairman Roy Neal at 7:01 p.m. at the USDA Office in Hardin, Montana. Other supervisors present was Vice Chairman Steve Schanaman, Treasurer Dan Lowe, and supervisors Phillip Miller and Kent Murdock. Also present was Big Horn County Extension Agent Andrea Barry, and BHCD administrator Kylie Martin.
2. **Public Comment:** As there was no response to call for public comment, the chairman proceeded with the meeting.
3. **Approval of Minutes:**  Phillip Miller motioned to approve the minutes as mailed/emailed. The motion was seconded by Kent Murdock; as there was no opposition or discussion, the motion carried.
4. **Officers’ Report:**
   1. Treasurer
      1. Treasurer Dan Lowe presented the Treasurer’s Report. The FIB Checking Account has a balance of $4,337.96, the County Account has a balance of $42,548.48, the LHSB AIS Account has a balance of $77,636.44and the Certificate of Deposits sits at $16,419.20. The following bills were presented:

|  |  |  |  |
| --- | --- | --- | --- |
| **Bills** |  |  | **Check #** |
| GlocalMe | Hotspot | $59.00 | Auto |
| Cincinatti | Liability Ins | $65.00 | Auto |
| IRS | Employment tax | $7,175.31 | Auto |
| Montana Dept of Revenue | MT Withholding | $873.00 | 1054 |
| Bill Hodges | WIS Supply Reimb. | $117.67 | 1048 |
| Kylie Martin | WIS Mileage | $166.00 | 1045 |
| Energy Labs | Fly Creek Sample #1 | $1,145.00 | 6088 |
| Kylie Martin | Wages | $1,511.77 | 1044 |
| Streamline | Website Dues | $720.00 | 6086 |
| Nemont | Wifi | $47.08 | 1049 |
| Roger Watson | St. X mowing | $210.00 | 1050 |
| Phillip Miller | WIS Supply Reimb. | $147.80 | 1051 |
| MT State Fund | Workers Comp | $493.18 | 1052 |
| UI Contributions | Unemployment Ins | $369.93 | 1053 |

1. **Board and committee reports:**
   1. Conservation District Bureau – in the Board Packet the Board with the update for DNRC *(see report)*
2. **New Business:**
   1. Field Report – in the Board Packet the
   2. EO Report – in the Board Packet the
   3. Volunteer Endorsement (MSF)
      1. Montana State Fund changed a policy that if the CD does not hold a full-time employee, the volunteers would no longer be covered. Kylie is working with Anne from Cincinnati on a resolution, and to also gain errors and omissions coverage.
   4. Bank Accounts
      1. Kylie Martin presented an option to the board to potentially switch over to Stockman Bank instead of having an account at both Little Horn and First Interstate. Stockman is still considered a “local” bank and offer accounts that accrue interest. They also had a good price for direct deposit.
   5. 310 – Big Horn Restoration
      1. Steve Schanaman motioned to approve a one-year extension on the Big Horn Restoration project. 5 out of 12 channels were completed last year. The motion was seconded by Kent Murdock; as there was no opposition or discussion, the motion carried.
   6. AIS Invoice
      1. Phillip Miller motioned to approve the AIS Reimbursement to be signed and sent to FWP. Kent Murdock seconded the motion; as there was no opposition or discussion, the motion carried.
   7. AIS Update
      1. Bank Transfer – AIS into FIB
         1. Dan Lowe motioned to transfer $21,575.53 from the AIS account back into the FIB account. This money was reimbursed for AIS purposes.
      2. Budget Report – presented to the board
      3. WY Inspections
         1. It was brought to Kylie’s attention that some Wyoming inspectors were telling Montana boaters that the Wyoming inspection was good through Montana as well. Kylie and Paul spoke with Wyoming and they feel that the problem has been resolved.
      4. Chain of command
         1. There had been a couple of examples of breach of chain of command. Bill and Kylie agree that they feel the issue has been resolved.
      5. Inspection numbers – presented to the board
      6. Charlie Hilton/ Worker’s Comp – Charlie has the first initial paperwork
      7. St. Xavier – Power, etc. – presented to the board
      8. Hardin – propane
         1. Completed
      9. Hardin – Electrician/window installment
         1. Kent Murdock motioned to approve the CD to front the money for an electrician to fix the problems at the Fly Creek Station. The motion was seconded by Steve Schanaman; as there was no opposition or discussion, the motion carried.
3. **Old Business: None**
4. **Other Business: None**
5. **Public Comment: As there was no other business, the meeting was adjourned by Chairman Roy Neal at 8:45 p.m.**