**Regular Meeting**

**THURSDAY December 5th - 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 1:21 p.m. at the Big Horn County Courthouse. Other supervisors present was Vice Chairman Steve Schanaman, Treasurer Dan Lowe and supervisors Austin Pitsch, Jerry Lunde, Phillip Miller and associate Bill Hodges. Also present was NRCS representative Seanna Torske and Guthre Ziebarth, Big Horn County Extension Agent Andrea Barry, Weed District representative Scott Bockness, and BHCD administrator Kylie Shumway.
2. **Public Comment:** As there was no response to call for public comment, the chairman proceeded with the meeting.
3. **Approval of Minutes:** Bill Hodges reminded about the discussion during the November meeting regarding moving the office to an airplane hangar at the Fairgrounds. Jerry Lunde motioned to add the discussion to the December minutes. The motion was seconded by Steve Schanaman; as there was no opposition or discussion, the motion carried.
4. **Officers’ Report:**
	* 1. Treasurer Dan Lowe presented the following bank statements: County Mill Levy account $48,563.75, WIS Checking $85,443.20, First Interstate Checking $62,420.36.
		2. Bills paid:
			1. Energy Labs Fly Creek $3206.00
			2. Cincinatti Liability $65.00
			3. REA St. Xavier $60.73
			4. Phillip Miller MACD Hotel $323.52
			5. Steve Schanaman MACD Hotel $323.52
			6. Roy Neal MACD Hotel $323.52
			7. Roy Neal MACD Mileage $382.98
			8. Steve Schanaman MACD Mileage $343.98
			9. Phillip Miller MACD Mileage $30.42
			10. Kylie Martin Wages $1418.84
			11. The Briefs tree sale ad $300.00
			12. Bill Hodges Disaster training $147.15
			13. Dept of Revenue withholding $170.00
			14. Dan Lowe RC & D $236.00
			15. Kylie Martin mileage – Area IV $142.84
		3. Dan Lowe motioned to approve the bank statements as presented. The motion was seconded by Phillip Miller; as there was no opposition or discussion, the motion carried.
5. **Board and committee reports:**
	1. Conservation District Bureau *– Veronica presented to the board*
		1. Veronica would like the board to look into using the governance format for future meetings.
6. **New Business:**
	1. Field Report - *Seanna Torske presented to the board*
	2. Ranch Work Aerators
		1. Austin Pitsch would like the board to look in possibly having an aerator to rent out to producers as a non-chemical intervention for fields or pastures. They are versatile, and easy to manage. It was agreed for research to continue. Veronica mentioned another round of grant funding opening on February 1st.
	3. 4H Projects
		1. Possible acceptable “conservation” projects discussed included forestry, wind, water, weather projects, and variable range science projects.
		2. Plant Identification Workshop with NRCS
			1. There was discussion for the CD to work with NRCS and the extension office on some outreach projects. Tabled for further research.
	4. Streamline Update
		1. Phillip Miller motioned to increase the Streamline package to include compliance and accountability coverage. The motion was seconded by Steve Schanaman; as there was no discussion or opposition, the motion carried.
	5. LAN Basket/Tree Vouchers
		1. It was unanimously agreed to do $100 in tree vouchers.
	6. Tree Sales – 10,000 order
		1. It was agreed that the CD didn’t have the space or capability to handle such a large order, and that the producer would be better cutting us out as the middleman and going straight to the State nursery.
	7. Travel Reimbursement – Roy and Steve signed for reimbursement
	8. AIS Contract
		1. Steve Schanaman motioned to have the county attorney look over the AIS Employee contract. Jerry Lunde seconded the motion; as there was no discussion or opposition, the motion carried. Roy Neal signed the FWP contract for the 2025 season.
	9. AIS Grant
		1. Jerry Lunde motioned for Kylie to apply for the AIS Grant, and try for pamphlets, outreach, sponsorships, etc. Phillip Miller seconded the motion; as there was no opposition or discussion, the motion carried.
	10. Accounting Update – the meeting was postponed
	11. Soil & Health Symposium
		1. Roy Neal would like to attend. Phillip Miller motioned for the CD board to sponsor another ticket at the Ladies Ag Night, and to reach out to Neva Tall Bear at the college. Jerry Lunde seconded the motion; as there was no discussion or opposition, the motion carried.
7. **Old Business:**
	1. E & O Insurance
		1. Kylie received a quote for $1 million in coverage. Phillip Miller motioned to pay the entire premium upfront, but for Kylie to raise the coverage to $1.5 million in coverage. Jerry Lunde seconded the motion, as there was no discussion or opposition, the motion carried.
	2. Equipment Location
		1. Roy Neal received permission from the commissioners to use the hangar at the Fairgrounds. Jeannie Torske is putting together a lease agreement for review. It was also brought to the boards attention that the fabric layer is missing from the shed. Cause for further investigation.
8. **Other Business:** Steve Schanaman motioned that the BHCD donate $50 to reimburse for the MACD basket donated by Area IV. Phillip Miller seconded the motion; as there was discussion or opposition, the motion carried.
9. **Public Comment**: As there was no further discussion, the meeting was adjourned at 5:02 p.m. It was discussed earlier in the meeting to begin the January meeting on the 2nd beginning with a field trip at 1 p.m. at the airport hangar.