**Regular Meeting**

**Thursday, December 7th @ 3 p.m.**

**USDA Office – Hardin, MT**

1. **Call to Order:** The Big Horn Conservation District meeting was called to order by Chairman Roy Neal at 3 p.m. on Thursday, December 7th. The meeting was held at the USDA Office in Hardin. Supervisors present was Vice-Chairman Steve Schanaman, Treasurer Dan Lowe, and supervisors Kent Murdock and Phillip Miller. Also, present was NRCS representative Seanna Torske, and BHCD Administrator, Kylie Martin. No Weed District meeting was held.
2. **Public Comment:** As there was no response to call for public comment, the chairman proceeded with the meeting.
3. **Approval of Minutes:**  Jerry Lunde brought to Kylie Martin’s attention a typo in the November minutes: his meeting minute miles from October was $296.40, not $2,963.40. Steve Schanaman motioned to approve the minutes as amended, motion was seconded by Phillip Miller. As there was no opposition or discussion, the motion was carried.
4. **Officers’ Report:**
	1. Treasurer
		1. Dan Lowe presented the Treasurer’s Report. The FIB Checking Account has a balance of $100,396.05. The County Account has a balance of $16,887.65, and the Certificate of Deposit’s has a balance of $16,419.20. The following bills were presented:
			1. Energy Labs Fly Creek $3206.00
			2. UI Contributions Liability $371.81
			3. MT Dept. of Revenue MT Withholding $320.00
			4. Marlon Shortman WIS AL & SL $915.20
			5. Kevin Pitsch WIS AL & SL $1006.47
			6. Phillip Miller WIS AL & SL $1485.37
			7. Bill Hodges WIS AL & SL $795.37
			8. Charlie Hilton WIS AL & SL $947.82
			9. Charles Amies WIS AL & SL $932.53
			10. Kylie Martin Wages $935.78
			11. Roy Neal Convention Mileage $208.00
			12. Dan Lowe RC & D $172.90
5. **Board and committee reports:**
	1. Conservation District Bureau
		1. Kylie Martin presented the board with December’s update from DNRC.

Kylie Martin presented the Board with the update for DNRC *(see report)*

1. **New Business:**
	1. Field Report
		1. Seanna Torske updated the Board with NRCS’s update.
	2. Local Work Group
		1. Seanna Torske reminded the board that it has been a year since our last Local Work Group. Kylie Martin will check with the Courthouse to see if the meeting room would be available at 1 p.m. on February 1st, and then the Board meeting would follow.
	3. Cellphone Scam
		1. Multiple CD’s across the state were hit with a scam where the Chairman was sending out requests to supervisors for them to buy apple gift cards, foot locker gift cards, etc. The Bureau is looking into it, because they are unsure where the leak of numbers came from. The Directory does not hold everyone’s cell phone numbers, and so it didn’t come from there.
	4. WIS Site Lead
		1. The Board has been discussing the importance of a site lead at both stations to be the “eyes and ears”. The decision was unanimous for Kylie Martin to put an ad in the Briefs and hire a new site lead for the first of the year. She will collaborate with Bill Hodges and Phillip Miller to create a “Position Overview” to present at January’s meeting.
2. **Old Business:**
	1. 310 – Ryan Rigler (sign decision)
		1. Supervisor’s present signed the document and Kylie Martin will scan to Ryan Rigler for his signature.
	2. 310 – Jim Scott (sign decision)
		1. Supervisor’s present signed the document and Kylie Martin will scan to Jim Scott for his signature.
	3. 310 – Sunlight
		1. The visit will be held on December 14th @ 10 a.m. Kent Murdock volunteered to be acting supervisor.
	4. Tree Planter Location
3. **Other Business:**
	1. **CLOSED MEETING:** Kylie Martin was asked to leave the room by Chairman Roy Neal for a closed discussion. On return, she was awarded a raise and now makes $25.00 an hour for CD responsibilities.
4. **Public Comment: As there was none, the meeting was adjourned at 4:20 p.m.**
5. **The next meeting will be held at 3 p.m. on Thursday, January 4th.**