

# Minutes

## Stillwater Conservation District

April 11th at 6:00 PM

USDA Service Center Conference Room (334 N. 9th St., Columbus, MT 59019)

The meeting was called to order by William Downs at 6:11 pm. A quorum 4 present.

Members/Staff	Attendees
Will Downs	Bill Hart
Bob Van Oosten	J.P. Goan
Butch Behrent	Jeff Dunham
Ben Walker	Mrs. Dunham
Darryl Thompson	Marine Davies
Sharon Flemetis	
Garrett Larsen	
Ashley Thompson	

Open (Public) meeting @ 6:11 pm

### UNAPPROVED MINUTES

Motion to approve minutes from previous meetings: **Bob**

Seconded: **Ben**

Vote: **Passed**

### FINANCIAL REPORTS

Motion to approve Financial Report and Bills to be paid

Seconded:

Discussion:

Vote:

### REPORTS

Will Downs  
 Steve Story  
 Robert Van Oosten  
 Ben Walker

Noel Keogh  
 Butch Behrent  
 Kylie Ballbach  
 Darryl Thompson, Assoc.

Sharon Flemetis, Admin  
 Ashley Thompson, Assist. Admin  
 Garret Larsen, NRCS - Local

**Work Group Meeting tentatively  
scheduled for 6/13/23**

- **Motion to participate in, and supply lunch for, the local work group meeting: Ben**

Seconded: Butch

**Public Comment (3 Minute Limit)**

- ERLA - Update on forestry/ EWP projected work on Armstrong Creek/ East Rosebud Lake
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**310 APPLICATIONS, Emergency Forms, and Complaints**

APPL. #	Name	Stream	Project	Rec'd	Decision
<b>23-013</b>	Midnight Canyon Property Owners	Stillwater	Bridge pier stabilization	3/10/23	Vote: Approved M: Bob S: Butch
<b>23-014</b>	Rodney Goodell	Rosebud	Culvert bridge replacement	3/23/23	Tabled M: Bob S: Ben
<b>23-015</b>	Rodney Goodell	Rosebud	Debris removal	3/23/23	Vote: Approved M: Bob S: Ben
<b>23-016</b>	Janel Brunckhorst & Linda Majerus	Stillwater	Bank restoration	3/27/23	Tabled For Inspection M: Bob S: Ben

**GRANTS**

- EWP
  - Check signing, payment updates, Gibson project updates
- Mendenhall - Second bid opening 4/5/23
  - 0 Bids approved
  - Bid from out of the area bit at \$150k for a \$125k budget
    - Bidder lowered bid by \$25k, but other additional costs have caused problems
    - Will be sent out for rebid with a later completion date
- EC
  - Stillwater Balance \$
  - Carbon Balance \$
  - Update on projects funded by EC grants

## **NEW BUSINESS**

- 2023 Annual work plan
  - Board members will evaluate before next board meeting and bring suggestions
- CDB monthly report
- House Bill 321 Approved: +50k in funding
- Permissive Mill Levy increased to \$4000
  - Motion to increase Permissive Mill Levy from \$1000 to \$4000 for medical benefits: Butch
    - Seconded: Ben
    - Voted: Approved
- Medical Insurance Discussion
  - Motion to Approve \$614 /mo/employee for minimum of 2 employees: Ben
    - Seconded: Butch
    - Vote: Approved
- New Hire Discussion
  - Money & healthcare discussions
  - Space discussions
- Banking
  - Opening new 1-signature bank account (for use as new general account)
    - Expense & payment updates
  - Signature paperwork
  - Motion to Open New Bank Account requiring only one signature for ACH for payroll, taxes and other expenses: Butch
    - Seconded: Bob
    - Vote: Approved
  - Motion for Signatures to Remain the Same as Other Current Bank Accounts with Yellowstone Bank: Bob
    - Seconded: Butch
    - Vote: Approved
- Updating Payroll Policy & Procedure
  - From monthly to bi-weekly
  - Direct deposit/ ACH with Yellowstone Bank
  - Payroll Policy & Procedure review, updates & discussion
  - Motion to Update Payroll Policy & Procedure: Butch
    - Seconded: Ben
    - Vote: Approved
- 2023-2024 Annual Budget
  - Budget review
  - Vote to Approved 2023-2024 Budget: Butch
    - Seconded: Bob
    - Vote: Approved
- Personnel Evaluations
- Motion to put up to \$1000 for Conservation Days gifts: Will

- Seconded: Bob
- Vote: Approved

### **Close Meeting**

MOTION TO ADJOURN THE MEETING:

SECONDED:

MEETING ADJOURNED AT 10:11 pm.

310 Applications must be received by 12pm 7 days before the meeting and have been inspected to be reviewed.

Agenda items must be submitted to the CD Office by noon the Monday before the scheduled meeting. Agendas are available at the CD Office upon request.

All meetings of the CD are open to the public and are voice recorded for accuracy.