



## December 2, 2025 SCD Monthly Meeting Minutes

**Location:** USDA Service Center Conference Room (334 N. 9<sup>th</sup> Street, Columbus, MT)

**Meeting called to order by:** Bob at 6:12pm

**Supervisors:** Robert (Bob) Van Oosten (Chairman), Noel Keogh (Vice Chairman) Via Phone, Butch Behrent (Treasurer), Steve Story (Secretary), Dorothy Gallager (Supervisor), Lynda Grande (Supervisor) and Darryl Thompson (Associate Member)

**Supervisors Approved Absent:**

**Staff/Guest/Public:** Sharon Flemetis (District Admin), Garrett Larson (NRCS), Scott (F) and Associates, Auditor, remote attendee), Linda Halstead (Stillwater County News), 310 Applicants: Carolyn Hudson, Don Hudson, Steve Harris

### \*Public Comment\*

*\* 3 Minute Limit \* The Public will conduct themselves in a professional manner or be asked to leave. \**

None

### REPORTS

**Bob Van Oosten** – Recent subdivision approval (Absarokee)—2 small lots. County board (not town) follows statutory six-factor review process.

**Butch Behrent**- No Report

**Noel Keogh** – No Report

**Dorothy Gallager** – No Report

**Lynda Grande** – No Report

**Darryl Thompson** – No Report

**Garrett Larson** - NRCS is catching up after 6 weeks' shutdown. EQIP application deadline moved to January 15 (from October 30). Completion of Sage Grouse initiative inventories, range assessments, and tree thinning applications (Countryman Creek/Yellowstone Ranch). Reforestation and high tunnel projects are ongoing. Winter work focus: project mapping, application ranking, folder assembly.

**Sharon Flemetis**- Update to the board on emails that have been received through all email address- seeking purchase order, payment data (questioned as possible scam; request not fulfilled without in-person appearance or proper form). Request from newspapers (e.g., Carbon County News) for project and permit documentation—Sharon seeking legal guidance due to ongoing litigation concerns and confidentiality. Board consensus: Only provide information clearly within the district's jurisdiction; refer to relevant agencies (e.g., Army Corps, NRCS) for other docs; redact personal identifiable information per policy.

### UNAPPROVED MINUTES

Approved last meeting - Sept 9<sup>th</sup>, 2025 Meeting Minutes

**Motion to Table** the Minutes of the previous meeting October 7<sup>th</sup>, 2025 Monthly Meeting Minutes

Motion: Lynda                      Seconded: Dorothy                      Discussion: none                      Vote: Approved

**Motion to Table** the Minutes of the previous meeting October 28<sup>th</sup>, 2025 Special Meeting Minutes

Motion: Lynda                      Seconded: Dorothy                      Discussion: none                      Vote: Approved

### FINANCIAL REPORTS

**Financial Reports-** Monthly reports provided: profit/loss, balance sheet, cash balances. Some cash reserves spent to cover audit/legal costs.

**Audit FY2025** **Motion to Approve:** Dorothy    **Seconded:** Butch    **Discussion:** FJ & Associates conducted audits for fiscal years 2023, 2024, and a draft for 2025. Audits for FY 23 and 24 were completed, approved in October, and filed with State (Montana Dept. of Admin, Local Government Services) and federal agencies. Required Corrective Action Plan submitted—awaiting approval. Audits submitted to Stillwater County News for public inspection. Legal notices published. Public can request copies from the Conservation District (SCD). Highlights from FY 2025 (Draft) Presentation- Net position (net income) increased by about \$39,000. Operating revenues/expenses decreased by ~\$1.2 million/\$1.3 million respectively. Federal grant receipts fell from ~\$2.2 million (FY24) to \$1.2 million (FY25). The reduction is due to closure of the EWP (Emergency Watershed Protection) activities. Cash decreased by ~\$148,000, primarily a result of using reserves. A restatement of 2024 numbers was made to correct timing issues. Audit Results & Federal Compliance- "Single audit" conducted due to federal funds exceeding \$750,000. Additional testing was performed on EWP funds. No findings or material deficiencies for FY25. Previous findings (late reports in FY23/24) are now rectified and will not recur with timely FY25 filings. Board will monitor grant thresholds to determine if audits are needed in FY26 (federal grant threshold rises to \$1 million).  
**Vote:** Approved

**Closing CD Account-** **Motion to Approve:** Dorothy    **Seconded:** Steve    **Discussion:** Closed to Bank CD Acct and move funds to operating acct at the same bank.  
**Vote** Approved



**Monthly Warrants- Motion to Approve:** warrants as presented **Made by:** Dorothy **Seconded by:** Steve **Discussion:** Reviewed /accepted -payment of checks.  
**Vote:** Motion carried

**NEW BUSINESS**

**Procurement Policy - Motion to Approve:** Lynda Grande **Seconded:** Steve Story **Discussion:** Vote: As a requirement for the DNRC Administrative Grant, board adopted a procurement policy (based on state and MACo models), committing to follow state procurement laws when expending relevant funds. **Vote:** Approved  
**SCD Office Hours** Motion to approve: Steve Story **Seconded:** Dorothy Gallagher **Discussion:** Office closed to public on Wednesday & Thursdays, **Vote:** Approved

**OLD BUSINESS**

None

**310 APPLICATIONS AND COMPLAINTS**

APPL. #	Name	Stream	Project	Received	Decision
25-031	Donald Hutson	Jackstone Creek	Replace Syphon	11/21/25	<b>Motion:</b> Bob <b>Second:</b> Steve <b>Discussion:</b> <b>Site:</b> Siphon replacement under Jackstone Creek. <b>Proposal:</b> Replace failed steel culvert with plastic; temporary diversion, stream bed to be restored. Board granted waiver of 15-day waiting period for applicant to proceed as soon as possible (pending delivery of pipe, expected imminently). <b>Vote:</b> Approved
25-031C	Stephen Harris	Stillwater River	Work done without a permit		<b>Motion:</b> Butch <b>Second:</b> Dorothy <b>Discussion:</b> <b>Issue:</b> Work done two years after 310 permit expired; Site inspection found work largely satisfactory; some concerns with stream-bank disturbance by equipment access. Board voted to formally declare violation ("work without current permit"). Fine not levied at this stage; Another site inspection scheduled post-restoration for compliance. Future fine reserved if restoration is not completed. <b>Vote:</b> Approved
25-032	Stephen Harris	Stillwater River	Bank Stab. From 2022		<b>Motion:</b> Steve <b>Second:</b> Lynda <b>Discussion:</b> approval of new after-the-fact 310 with modification requiring full site restoration, including revegetation and removal of equipment access ramp. <b>Vote:</b> Approved

**COMPLAINTS/VIOLATIONS**

#23- 052V & 23-065V -Krone - Discussion: None

#25-006CV – Lincoln Ponds on Stillwater River side channel- Discussion: waiting on 310 Application

#25-014CV – Lincoln Powers- berm-closing off a side channel- Discussion: waiting on 310 Application

**SAVE THE DATES:**

12/25/25-Holiday Office Closed	01/06/26 Monthly Board Meeting	
01/01/26 - Holiday Office Closed	01/19/26 - Holiday Office Closed	

**MOTION TO ADJOURN THE MEETING: Dorothy Gallagher SECONDED: Lynda Grande MEETING ADJOURNED AT: 9:15pm**

**CLOSED MEETING**

Executive Session- Purpose -Confidential Attorney-Client Communication & Legal Strategy

310 Applications must be received by 12pm seven days prior to 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 and at stillwatercd.org once finalized. All meetings of the CD are open to the public. Once approved the minutes will be available at stillwatercd.org and the County Clerk and Recorders Office.

All Meetings with SCD will be recorded and the recording is a tool to help the SCDBS or SCDA with the creation of meeting minutes, only. Audio recordings of any meeting with the SCD will to be retained until after the minutes of that particular meeting have been adopted by the SCD Board. This will allow space for future audio recording.

Minutes respectfully submitted by: Sharon Flemetis

Minutes Approved on 4/7/26 Signed by Bob Van Oosten