

10:00 District Business Agenda:

MEETING CALLED TO ORDER:

THOSE PRESENT:

READING AND APPROVAL OF MINUTES FOR December 20, 2012:

GUESTS: Emily Lockard, the new Extension Agent, and Crystal from Extension.

OLD BUSINESS:

Requested detailed financials from MACD as requested by Board on 12-20-12. On 1-4-13 received a summarized cash flow/budget, (in packets) with a note, 'Let me know what line items you want detail on'. I emailed Jeff back and requested a standard P&L, a detailed P&L for 10-1-11 to 9-30-12 as well as standard Balance Sheet and detailed balance sheet. Regarding the audit, Jeff also let me know that:

"Regarding the audit, as a NGO we do not meet the threshold for an audit at this time. We have a fiscal policy that the board adopted to manage assets. We have two treasurers to oversee the two entities. The bills are sent to the board twice per month for their review. Monthly statements are also sent to the board for review. The full membership reviews the previous years expenditures at the convention, and votes to approve the spending plan for the following year."

Discuss request from Nick Schmitz to sell him 10 feet of our northern lot. Take action if necessary.

NEW BUSINESS:

CD is being charged \$88.98 for water & sewer for each unit for a total of \$355.92. Marcie contacted Ken who stated we would have to get our own meter. Marcie contacted the city and they suggested that we get all four units considered as 'one parcel'. The city has no control over how units are charged since there is only one meter for all three buildings. They talked to Ken and suggested that he invoice us for one unit. Right now, Ken receives one bill and he divides it between all the units. He is out of town for 15 days and will talk with the city once he gets back. I asked the city what it would take to get our own meter and they said we could get one meter for building B, so would have to share with upstairs. This is something that we need to pursue.

GRANTS/MOU REPORT:

- 223 contract pollinator project; \$15043.08 invoiced to date (\$752.16 Administration also invoiced).
- Submitted Girls Scouts of MT and WY for 'It's Your Planet-Love It! WOW! Wonders of Water' mini education grant request for \$500.00 to DNRC. Was awarded \$284.00. Contract to be issued to Girls Scouts and then signed by CD.
- RRGL for \$100,000.00; was approved by Governor, to be reviewed by Legislature on 1-16-13, Marcie and Scott Gillilan will attend in Helena.

COST SHARE PROGRAM: Recommend we develop budget prior to committing any funds for 2013.

ASSOCIATE SUPERVISOR REPORTS:

Loren, at meeting

Duane, at meeting, see written report

AGENCY REPORTS:

Erik Suffridge, District Conservationist,

STAFF REPORT:

Marcie Murnion, at meeting, see written report

TREASURER'S REPORT:

P&L, Balance;

INVOICES PAID:

1-3-13, MACDEO, \$80.00, registration for Administrator Workshop, Jan 23-24
1-3-13, Marcie Murnion, \$2,034.47, Costco (\$1449.99 for tv, \$79.99 for vacuum), Lowes (\$155.88, trash containers, mop, broom, bags, supplies), Costco (\$330.95, coffee maker, 32 GB flashdrive, office supplies), Interest of \$17.66 on CC.
1-11-13, Century Link, \$42.73. Marcie paid via cc as bill was due 1-11-13, to be reimbursed.
1-11-13, MSU Extension, \$360.00, registration for Erin and Marcie to take Level I Master Gardner classes, Monday nights from 6-8:30 for eight weeks.

INVOICES TO PAY: Will be adding Atkins, AT&T, and more prior to meeting.

Atkins, \$

AT&T, \$, Cell phones

12-18-12, Great Openings, #75551, \$3,364.27, part of the office furniture

12-22-12, J&H, Inc., #377443, \$4800.00, copier

12-23-12, Financial EKG, #12-15178, \$32.40, accounting service

12-23-12, Montana Conservation Corps, #12X815-01, \$5000.00, 1st installment for AmeriCorps Member

1-7-13, Town Center Condos, #667, \$777.97, January dues and water & sewer

1-4-13, MACD, \$12,602.84, 2013 MACD Dues

1-7-13, Frontier Designs, #4, \$600.00, construction meetings and 16 hours for 'as built' drawings.

1-8-13, National Business Furniture, #ZJ805689, \$2761.76, Office Equipment & Supplies

1-8-13, MT State fund, #12015084, \$364.80, 1st installment for W/C

1-10-13, Big Sky Publishing, #74456, \$225.00, moving ad in Chronicle

1-14-13, Marcie Murnion, \$781.17. Wal-Mart, \$398.59 for office/kitchen/bathroom supplies; McDonalds \$11.07, lunch for Erin & Marcie on 1-9-13 while we were shopping, USPS, \$1.00 for change of address verification!!, Owenhouse Ace Hardware, \$302.83, tools, toolbox, step stool, extension cords, surge protectors, kitchen supplies; CBI Malwarebytes, \$24.95, lifetime virus software, Century Link, \$42.73, 1st month's and month in advance internet service.

Corrected Mileage:

12-14-12, Sherwin Leep, \$130.35, July-Dec 12 Mileage

12-14-12, Bill Wright, \$501.27, July-Dec 12 Mileage

12-14-12, Bill Skinner, \$224.40, July-Dec 12 Mileage

12-14-12, John Venhuizen, \$166.65, July-Dec 12 Mileage

12-14-12, John Schutter, \$194.70, July-Dec 12 Mileage

12-14-12, Duane Burkenpas, \$24.20 July-Dec 12 Mileage

DEPOSITS RECEIVED:

ANNUAL WORK PLAN 2012/2013: Planning Session – January 25th from 8:30-12:30 at GCD conference room.

TOURS / WORKSHOPS:

MEETINGS / CONFERENCES / TRAINING:

CORRESPONDENCE:

PUBLIC COMMENT:

EXECUTIVE SESSION:

1:30 - p.m. 310 Business Agenda:

MEETING CALLED TO ORDER:

THOSE PRESENT:

310 INSPECTION TEAM PRESENT:

GUESTS:

310 INSPECTION REPORTS ~ READY FOR DECISION:

Inspection Date	Application	GD-001-13
Applicant	Yellowstone Pipe Line Company	
Landowner	Mark Kehke & Nanette Sanders and Alex Hudson	
Perennial Stream	East Gallatin	Section 4 T 1S R 5E
Type of Project	Utilities	
Purpose	Proposing to construct a new crossing using horizontal directional drill technology (approx 640 feet, 36 feet below minimum thalweg elevation). Yellowstone Pipe Line plans to remove pipe with limited cover...the remaining pipe will be evacuated of product, swabbed clean, capped, and abandoned in-place. The temporary grout bag cap will be removed using a track hoe which will be similar to their installation with the track hoe entering the stream to access them.	
Inspection Recommendation	<i>Not inspected – we've been to this site several times, inspection team has reviewed application.</i>	
Discussion		
Board Decision		

310 ON HOLD:

GD-78-12, Hansen/Battle Ridge Construction on Rey Creek. Put on hold at 12-20-12 meeting pending plans and specifications. Letter sent asking for plans and specs; project can remain on hold for up to one year.

OLD BUSINESS:

NEW BUSINESS:

PUBLIC COMMENT:

EXECUTIVE SESSION:

MEETING ADJOURNED: