

Pondera County Conservation District

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The Pondera County Conservation District Board of Supervisors met on **Tuesday July 15th, 2025, at 8:00 am** at the USDA Service Center in Conrad, Montana.

Call to Order: Chairman Paul Jones called the meeting to order at 8:07 a.m.

Present: Roger Paulsen

Koltin Christiaens

Paul Jones

Eric Gunderson

Kaysie Steele

Ramsey Offerdal Jr.

Heather Rice

Kesler Martin

Ali Marschner

Absent: Sarah Zielke

Previous Minutes:

- Ramsey Offerdal Jr. moved to accept the previous meeting minutes. Eric Gunderson seconded the motion. Motion carried.

Bills and Financial Statement:

- Kaysie Steele presented the financial statement. Roger Paulsen moved to accept the financial report. Kesler Martin seconded the motion. Motion carried.

Public Comment: Topics not on the agenda may be discussed, but if action is required, the topic must first be placed on the next meeting agenda.

NRCS: Koltin Christiaens shared that they recently finished three CSP contracts and had helped the Browning office complete three RCPP contracts. Koltin shared that they will now be working on next year's paperwork. Koltin shared that Colby Johnson came by and rented the tree planter.

Kaysie Steele mentioned that she had been in contact with him and would follow up with him about the rental agreement. Ali Marschner said that she is currently working on CRP contracts.

MSCA: Roger Paulsen shared that Scott Brown has retired as of mid-July. Scott is now working fewer hours to help MSCA out, but they do plan to find a replacement for him. Roger mentioned that he will reach out to other individuals at MSCA for the monthly reporting for PCCD board meetings.

PCCRC: Heather Rice shared an update on the new requirements for the RRG projects that PCCD is in partnership with PCCRC on. Heather gave an overview mentioning that Paul Jones, Kaysie Steele, and herself met on a zoom call with DNRC and WWC to get a clearer understanding of how to proceed with the projects under the new RRG requirements. Heather mentioned that the Canal Company had their attorney type up a new MOU defining the relationship between PCCRC and PCCD given the new RRG requirements of removing the third party (PCCRC) from the fiscal loop of the grants. Kaysie Steele directed the board to the draft MOU in their meeting binders for review. After some time of review, the board decided that small changes needed to be made to the wording in the MOU pertaining to how it addresses the PCCD Board, as well as eliminating the last section in the document the references any left over grant funds in PCCRC possession at the close of the project will get transferred back to PCCD. The board agreed that it will not be necessary to include that statement since PCCRC should not have any grant funds on hand. Kaysie Steele mentioned that she would look into the contractor's tax obligation that the MOU states PCCD will be responsible for. The board agreed that after these revisions are made, they will send the document to the MACD attorney for review. Once that is received back the board will meet to review the document for the final time. From there, the MOU will get submitted to DNRC for their approval and continuation of the RRG projects currently active.

MSU Extension: No one present to report.

Pondera Weeds District: No one present to report.

PCCD: Administrator

- Kaysie Steele submitted a written report.

Old Business:

- RMIS Occupational Accident and Business Travel Insurance Add-on
- MACD Dues
- MT Biological Weed Control seeking Donation
- Annual Budget due to Clerk and Recorder by June 10th, needs signature
- MACD-EO Spring Board Meeting Virtual June 10th 12:30-2:30 pm
- Permissive Mill Levy hearing to be held at our August 12th board meeting at 8 a.m.
- Summary of DNRC Zoom Call with WWC Engineering, PCCRC, and PCCD pertaining to new RRG grant requirements.

New Business:

- Kaysie Steele shared the July Newsletter with the board attached in their meeting binders.
- Kaysie Steele presented a document with an update on Jim Simpson's Forest Products Story.
- Kaysie Steele inquired if the board wanted to add the RMIS Occupational Accident and Business Travel Insurance to their current liability insurance policy. The board came to a consensus that it would not be necessary to go forward with.
- Kaysie Steele shared that there were Quarter 2 Government Mileage Reimbursement Checks for two supervisors on the board that needed signatures.
- Kaysie Steele shared that she had a meeting at H&R Block on 7/9 at 10 am for Quarter 2 Payroll Reporting with Andrea and needed Paul to sign off on the document before sending it to the IRS.
- Kaysie Steele shared a question asked by Teton County CD inquiring if PCCD would consider renting equipment to producers in their county due to them not being in a financial position to purchase a fabric layer. Paul Jones explained to the board why they have traditionally kept the rental equipment in county. The board agreed that they would be open to allowing out of county producers to rent their equipment on a case-by-case basis and with quick board approval. Paul Jones mentioned that Pondera County producers will always come first, however. Kaysie Steele mentioned that the CD needs to do a better job at having equipment inspected post use by a producer. The board agreed and decided that the administrator will send a text message to the group indicating when a piece of machinery comes back to the office and a member of the board will schedule a time to inspect it.

Executive Session: None

Correspondence:

- CDB July Report

Adjournment:

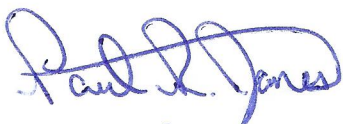
- Eric Gunderson moved to adjourn the meeting. Ramsey Offerdal Jr. seconded the motion. Motion carried.
- Paul Jones adjourned the meeting at 9:02 a.m.

CALENDAR

- August 12th PCCD Board Meeting
- August 12th Permissive Mill Levy Hearing

Respectfully submitted,

Kaysie Steele, PCCD Administrator


8-19-25

CHAIRMAN