

FCWID BOARD OF DIRECTORS MEETING
November 14, 2016
9:00 – 10:30 AM
Teton Conservation District Offices
420 W. Pearl Avenue, Jackson, WY 83001

MINUTES OF MEETING

In attendance: Bill Wotkyns, Lexey Wauters, Franz Camenzind, Lance Ash, Sandy Buckstaff, Larry Pardee, Joe Burke, Alice Widdess, and Carlin Girard

- I. **Call to order** – Bill Wotkyns called the meeting to order @ 9:01 a.m.
- II. **Approval of Minutes** (*Board of Directors Meeting 10/10/16*) – Larry Pardee made a motion to approve the Minutes as written of the 10/10/16 FCWID Board Meeting; Franz Camenzind seconded the motion; motion passed by a majority vote.
- III. **Treasurer’s Report** (*Lance Ash*)
 - a. **Bank Account Reconciliation & FIB Bank Statements**
 - i. Lance Ash stated that the two bank statement reconciliations (Operating and Reserve Accounts) met with his approval.
 - b. **Financial Reports (Budget)**
 - i. Lance Ash reported that the financials are all current; however, some changes will take place with a Resolution to augment the budget due to the increased Alder Environmental, LLC expenses, where adjustments will be made moving funds from other line items.
 - c. **Proof Of Cash Form – WYDOA**
 - i. Lance Ash explained the requirement of FCWID to pay someone to oversee, and that amount has been paid to Linsenmann & Linsenmann P.C.
 - d. **FCWID Calendar of Events** – Lance Ash reported that we are current with our calendar.
- IV. **Approval of Vouchers** – Franz Camenzind made a motion to approve the vouchers presented. Larry Pardee seconded the motion. Comment was made by Lance Ash about the MasterCard Invoice that reflects media and postage charges. Motion passed by a majority vote.
- V. **Introductions & Comments from Public**
 - a. Joe Burke suggested that it might make sense for the FCWID to make a comment to their district members about the “rocks” (weirs) that exist in the creek, as it is like an open wound to many.
 - i. Discussion ensued with the board, and Bill Wotkyns asked Joe Burke for any names of district members who have made comments, so that the board can call them to speak to them personally.
 - ii. Bill Wotkyns pointed out that the only weirs that FEMA has an issue with are the ones that are in Karns Meadow. All other weirs are not being looked at to remove and those are outside of Karns Meadow.
 1. Carlin Girard mentioned that a LOMAR (Letter of Map Revision) study has been submitted for the Karns Meadow weirs, explaining that this study allows an increase in the water level; and confirmed that the existing weirs will not be removed. Larry Pardee mentioned that the study might affect the TOJ insurance rates.
 - b. Joe Burke asked about the status of a study that was done with Dan Leemon for the TCD, and Carlin Girard pointed out that study has been put on timeout. Discussion took place on the issue with the banks of the creek and hydrology, and Bill Wotkyns explained one of the purposes of the weirs was to help stop erosion on the banks, and explained our present study may recommend putting in more weirs.
 - c. Bill Wotkyns welcomed and introduced Lexey Wauters and gave a tribute to Franz Camenzind’s service for two years.
 - i. Lexey Wauters gave a short description of her background and her interest in being on the FCWID board.

- ii. Franz Camenzind expressed that he will still be attending FCWID board meetings when it works with his schedule. Bill Wotkyns pointed out we may be planning upcoming meetings with volunteers and Alder Environmental at Franz's home to work on winter observations duties.
- iii. To acquaint Lexey Wauters to the board members, introductions from all present were made around the table.

VI. Mitigation Projects

a. Teton Conservation District – Status on Funding Request for 2016-2017 winter data collection and monitoring (Alder Environmental, LLC - Brian Remlinger Proposal of \$32,837)

- i. Bill Wotkyns gave background information to update Lexey Wauters on the data collection and present study.
- ii. Sandy Buckstaff made a motion to authorize execution of an agreement with the Alder Environmental Proposal. Franz Camenzind seconded the motion. Discussion took place on the \$500 difference that reflects a Kempema/Ettema invoice received by Brian Remlinger. Motion passed by a majority vote.

1. **ACTION ITEM:** Bill Wotkyns to sign the agreement and send to Brian Remlinger.

b. Kempema/Ettema Request to use Flat Creek winter data & Question re: Winter trip to view ice conditions (Email 11/7/16)

- i. Discussion took place on the Kempema/Ettema request to use the data collected in their classrooms.
 - 1. Sandy Buckstaff expressed that he has no problem with this request and feels it is a good use of public money.
 - 2. Franz Camenzind agreed that it would be a good use of that data. He also emphasized that the FCWID should be looking to Kempema/Ettema to obtain grants in order to put their research out, and, in turn, brings data to the FCWID, making this a good working partnership, giving them the opportunity to leverage their interest with their research.
 - a. The legal aspect was brought up on personal interests.
 - i. **ACTION ITEM:** Bill Wotkyns to talk with Tom Segerstrom about any legal aspects that may be affected.
 - 3. Bill Wotkyns expressed the need to leverage money, taking that responsibility off the TCD as much as possible.
 - 4. Discussion took place on how to proceed with the Kempema/Ettema request.
 - a. **ACTION ITEM:** Bill Wotkyns to check with Matt Turner, FCWID Legal Counsel, on advice for response (Memorandum of Understanding - MOU) that states the FCWID and TCD own the data information, and require Kempema/Ettema to keep us informed on any communication of that data.
 - b. **ACTION ITEM:** Bill Wotkyns to send a response that states the FCWID is working on an MOU, leaving out any discussion of funds for travel, which could be considered an "in kind" expense donation.

VII. TCD Board of Supervisors Meeting, 10/26/16 – Summary of Meeting

- a. Lance Ash gave a summary of the meeting.
 - i. He reported that he and Franz Camenzind attended representing FCWID.
 - ii. The purpose of the meeting was to present a request for funds for 2016-17 Flat Creek Winter Study. He summarized that the TCD is in support of FCWID for the benefits to the district and our community. The requested funding was approved.
 - iii. Lance Ash communicated that a focal point of the discussion at that meeting on the approval of funding was encouragement of FCWID looking into other types of funding support (i.e. grants). Lance Ash pointed out this relates to the discussion that took place at this present board meeting (i.e. asking Kempema/Ettema for grants).
 - 1. Larry Pardee suggested a SPET BALLOT project be put on the ballot in May 2017. Need to start working on by February 2017.

VIII. Wyoming Special District Board Member Training GoToMeeting Webinar – 11/17/16

- a. Sandy Buckstaff and Alice Widdess reported they would be attending, and Lance Ash reported we need presence by FCWID board.

IX. FCWID Director Election Update

- a. Bill Wotkyns questioned if Lexey Wauters had submitted her Oath of Office.
 - i. Lexey reported she had turned in over to Alice Widdess; Alice reported that she had not turned it over to the TCD yet, but would do so at the close of this meeting.
- b. Lexey Wauters inquired if there was a new members handbook.
 - i. Alice Widdess suggested she review our website for past meeting minutes, the Winter Action Plan, and Access Agreements.
 - ii. **ACTION ITEM:** Alice Widdess to send Lexey Wauters the Bylaws, and MOUS (TOJ and TCD).
 - iii. Lance Ash pointed out the Calendar of Events in the Board Packet, and offered to sit down with Lexey to go over the budget and any questions.

X. Old Business

a. ACTION ITEMS FROM 10/10/16 MEETING:

- i. *(Lance Ash & Bill Wotkyns)* Create formal request letter to the Teton Conservation District. DONE
- ii. *(Bill Wotkyns)* Contact Emily Hagedorn to ask her to include above letter is included on the TCD Board Packet and on the Agenda. DONE
- iii. *(Sandy Buckstaff)* Contact phone company to arrange for phone box on Kaz Hashimoto's property to be moved to proper location. **ACTION ITEM CONTINUED.**
- iv. *(Franz Camenzind)* Reach out to Jim Sobieski to advise of revised Access Agreements and get him to sign. Franz reported that Jim Sobieski feels there is not enough protection stated in the draft he received. Jim Sobieski is working on a revised draft, and Franz will inform us when that is received. **ACTION ITEM CONTINUED.**
- v. *(Alice Widdess)* Post the revised Access Agreements on the FCWID website. DONE
- vi. *(Bill Wotkyns)* Work with Larry Pardee to obtain secure documentation from Town of Jackson for their representation on the FCWID Board, and succession plan for that representative. DONE

XI. New Business – There was no new business.

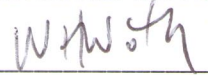

XII. Executive Session – No Executive Session was required.

XIII. Adjournment of Meeting – Sandy Buckstaff moved to adjourn the meeting. Larry Pardee seconded the motion. Meeting was adjourned @ 9:49 a.m.

Respectfully submitted,

Alice Widdess, FCWID Administrative Manager

The Minutes have been approved:

	12/12/16
Chairman	Date
	12/12/16
Treasurer	Date