

FCWID Monthly Board of Directors' Meeting
Monday, JUNE 10, 2019
10:15 - 11:45 a.m.
Teton Conservation District
420 W. Pearl Avenue, Jackson, WY 83001

In attendance: Bill Wotkyns, Johnny Ziem, Sandy Buckstaff, Lance Ash, Lexey Wauters, Tom Segerstrom, Carlin Girard (left at 10:16 a.m.), Franz Camenzind, Joe Burke, Alice Widdess & Bill Klyn (arrived at 10:27 a.m.)

MINUTES OF MEETING

- I. **Call to order:** Bill Wotkyns, FCWID President, called meeting to order @ 10:00 a.m.
- II. **Approval of Minutes: 5/13/19 FCWID Monthly Board of Directors Meeting:** Lexey Wauters made a motion to accept the Minutes as presented; Lance Ash seconded the motion; motion passed by a vote of 5-0.
- III. **Clean Water Coalition:** *(Before the Treasurer's Report, Carlin Girard was asked to present a summary for the FCWID board's consideration for involvement)*
 - a. Bill Wotkyns stated he would like the FCWID Directors to consider having our organization participate in the Clean Water Coalition.
 - b. Carlin explained the opportunity for the FCWID to participate in the Coalition. Currently there are three governing members: Teton Conservation District, Friends of Fish Creek, and Trout Unlimited. The purpose is to take on non-controversial outreach to educate and gain support for programs like "trout friendly lawns" and best practices for landscaping and maintenance of lawns, shrubs, and trees. Carlin stated the Coalition could expand to take on other programs in the future. They want to keep the governance small in order to create efficient management and oversight plus to keep the range on overarching issues. The participant levels are "financial" or "outreach," and Carlin suggested FCWID may want to participate by helping with direct communications to the HOAs and members within the District to create "buy-in" for the various programs.
 - c. Lexey Wauters asked if the Coalition would need some form of agreement from FCWID on how we want to participate? Carlin answered this is more of a "partnership" with entities to create involvement. They are currently working with Parks & Rec on the trout friendly lawns project. Carlin expressed he would like to see the trout friendly lawns be adopted by the Town and County as a Resolution.
 - d. Joe Burke mentioned he has spoken with his HOA and they are in support of the trout friendly lawns and have met with their landscaper to inform of best practices to follow.
 - e. Bill Wotkyns stated FCWID participation will be discussed in today's meeting later on the agenda and he thanked Carlin for his summary.
- IV. **Treasurer's Report:** *(Lance Ash)*
 - a. **P&L Budget vs. Actual (July 2018-June 30, 2019).** Lance Ash reported we are trending slightly behind in member assessment collection at this time, compared to last year's collections. As of today, we have collected \$42,864.31, as compared to the \$42,960 projected in our budget. He informed the board that we are not expected to receive any more receipts or revenue for this Fiscal Year 2019 that ends June 30, 2019.
 - b. **Bank Statements & Reconciliation Reports.** Lance Ash stated he has reviewed both the Operating Account and Reserve Account bank statements and reconciliation reports, and they meet with his approval.
 - c. **FY 2020 Draft Budget.** Lance Ash stated, if vouchers are approved today, he estimated we will have a total of \$84,000 in cash holdings (Operating and Reserve funds). Lance reviewed the FY 2020 budget line items, pointing out the proposed income will be \$96,560, and discussed the expense line items, calling attention to those that have been increased. He stated there will be no proposed change in the district member \$240 property assessment per properties owned within the district.
 - i. Lance stated the Proposed FY 2020 Budget has been sent to WY Dept. of Audit, Teton County Clerk, Teton County Commissioners, and TCD.

- ii. Lance clarified that the FY 2020 Draft Budget will be approved at the July 8, 2019 FCWID Monthly Board Meeting after the public hearing that takes place @ 8:30 a.m. that day. He requested any questions or comments by the board on this draft budget be sent to him before June 26, 2019.
- iii. **ACTION ITEM:** Alice Widdess to email all FCWID Board Directors the FY 2020 Draft Budget Form that is being prepared for publication in the JHN&G *Weekly* newspaper on June 26, 2019.
- iv. **ACTION ITEM:** Lance Ash & Alice Widdess to work with Toran Accounting to create capital projects/jobs listings in our QuickBooks to show all individual projects.
- v. Lance Ash's transition (leaving the FCWID Board as Treasurer) was discussed. It was pointed out that a decision will be made in January 2020 by the new FCWID Board of Directors on the possibility of maintaining Lance Ash as a consultant for some months and the possibility of moving the current Treasurer's responsibilities over to someone like Toran Accounting.
- vi. Sandy Buckstaff mentioned the district is moving from a "study orientation" to a "project orientation" by taking past data collected and moving towards applications of that data.
- vii. Franz Camenzind inquired as to when the automation of Thaw Well #2 will take place.
 - 1. Bill Wotkyns answered it will happen soon so that it is ready "to go" this fall.
 - 2. Bill stated that recipes will be created by Alder Environmental who will report on these and that service is budgeted in the FY 2020 budget.
- viii. Johnny Ziem asked about access to the data collected by Alder Environmental this past winter. Sandy Buckstaff handed over the data report with the enclosed CD which documents all data collected to Johnny Ziem to review.

V. **Secretary's Report:** (*Sandy Buckstaff*)

- a. **Joint TCD & FCWID Calendar – 2019 – updated 5/20/19 re: FY 2020 Budget items.** Revisions and updates on the deliverable time lines for reporting to various entities for June and July 2019 were pointed out.

VI. **Approval of Vouchers:** Johnny Ziem made a motion to approve the vouchers as presented; Lexey Wauters seconded the motion; motion passed by a vote of 5-0.

VII. **Introductions from the Public:**

- a. Joe Burke asked Sandy Buckstaff about his inquiry as to upstream problems experienced this past winter near Willow Park. Joe pointed out the Karns property access over the bridge has been the only choke point identified.
- b. Franz Camenzind mentioned the Peggy Douglas property challenge that is created by a ditch that comes out of 801 West creating back flooding and another old, open irrigation ditch that contributes to the flooding. He asked how FCWID plans to address this problem.
 - i. Bill Wotkyns replied that this is a project that FCWID is planning to take care of.
 - ii. Discussion took place on how to address and whose property the ditches exists on.
 - iii. **ACTION ITEM:** Tom Segerstrom offered to check the Water Layer Map to determine who owns the ditches and if these are abandoned; then proceed to find out and get process to abandon by working with the State Engineer's Office.

VIII. **Mitigation Projects:**

- a. **Alder Environmental Scope of Services and Fee for 2019-2020**
- b. **Automation of Thaw Well #2 - \$21,000 (\$7,000 each from TOJ, TCD & FCWID)**
- c. **Boulder Weirs Status in Flat Creek.** Bill Wotkyns reviewed:
 - i. Alder Environmental went out and looked at the existing weirs and recommended fixing (reconfiguring) or removing three of them. Bill pointed out before FCWID takes any action, we need expert study on the proper solutions since there are hydrology concerns.
 - 1. Franz Camenzind pointed out the need for good expert advice on these existing weirs to create better water flow in the creek.
 - 2. Johnny Ziem and Franz Camenzind asked who would be the best person to analyze the reconfiguration or removal of these three weirs?
 - a. Bill Wotkyns replied that Alder Environmental may be the best source. Others suggested were Tom Campbell's group (Biota Research and Consulting, Inc.) or Inter Mountain Aquatics.

- b. Bill addressed that the FCWID board will need to prioritize these projects to decide which ones to move forward.
- ii. Sandy Buckstaff requested to include the removal of the large boulder that exists in the creek near his property in this project.
- d. **FCWID Reports on Plans of Action for Mitigation Efforts.** **ACTION ITEM:** FCWID Board to work on prioritizing these mitigation projects at the July 8th FCWID Monthly Board Meeting.
 - i. **Thaw Wells** (*Sandy Buckstaff*). Sandy asked if all Board Members have read the report. Bill Wotkyns stated it is a priority to be decided and we need to take time to study first and then make a decision. Sandy Buckstaff reiterated that our experts (Drs. Kempema & Ettema and Alder Environmental believe thaw wells work to mitigate flooding; however, property study and consideration must be taken before any action is decided upon.
 - ii. **Pathways** (*Lexey Wauters*) Bill Wotkyns stressed the importance of the need for elevated pathways in critical spots (e.g. by Deckers and where farm equipment is located by Elk Run Condominiums and the Post Office). **ACTION ITEM:** Lexey to work with Brian Schilling (Pathways) before next board meeting to discuss installation of some elevated pathways.
 - iii. **Individual Property Owner Mitigation** (*Lance Ash*)
 - 1. **Updates on yard damage & FCWID Proposal to Bill Klyn**
 - a. Bill Wotkyns summarized and presented to Bill Klyn the FCWID Board’s proposal:

“The FCWID Board agrees to provide financial assistance towards the landscaping repair work for Mr. Bill Klyn’s property (located at 560 Dogwood Drive, Jackson, WY) from damages that occurred from creek flooding mitigation during the winter of 2018-2019 subject to the following conditions:

 - Mr. Bill Klyn provide to the FCWID Board at least three cost estimates;
 - FCWID will fund the greater of 50% or \$2,000 of the lowest of the three cost estimates;
 - Mr. Bill Klyn agrees to sign and execute a “FCWID Right of Entry – Hold Harmless Access Agreement”.”
 - b. Bill Klyn stated he would prefer for future flood mitigation access that emergency equipment come through Kaz Hashimoto’s property and progress along the willows. Delineation of a route to follow was discussed and it was suggested that Bill Klyn place poles/stakes in the ground to designate it.
 - c. The three cost estimates were reviewed, and it was pointed out that the Lyon Landscaping cost estimate was the lowest.
 - d. Bill Wotkyns mentioned there was damage done to other adjoining or nearby properties (e.g. Yevgeniy Brumberg). Bill visited the property and reported it is minor damage to his lawn and fence. Bill reported that he asked Mr. Brumberg for three cost estimates for repair.
 - i. Bill Klyn suggested he ask Lyon Landscapers to simply go over to Mr. Brumberg’s to do the repairs.
 - e. **ACTION ITEM:** Alice Widdess to send Bill Klyn an ACCESS AGREEMENT FOR RIGHT OF ENTRY.
 - 2. **Kaz Hashimoto’s Property**
 - a. Sandy Buckstaff suggested we consider moving forward with repairs on Kaz’s property.
 - i. Discussion took place on what needs to be considered as a project (e.g. an access road may need to be created).
 - 3. Franz Camenzind mentioned that the track hoe people used this last winter (Fish Creek Excavation) were not as considerate and good as Yellow Iron.
 - iv. **Access Agreements** (*Bill Wotkyns*)
 - v. **Stormwater Treatment** (*Lexey Wauters*)

e. **Teton Hazard Mitigation Project Form.** Sandy Buckstaff commended Alice Widdess on creating these 11 drafts for posting online.

i. **ACTION ITEM:** Sandy Buckstaff to review and add any needed edits before Alice posts online.

IX. New Business:

a. Bill Wotkyns reported that he met with Kelly Lockhart on the Wort Ditch conversion project. Kelly believes the best option is a diversion structure that extends all the way across the creek. Kelly is also concerned with the amount of water he will receive if the structure extends only half way across the creek.

i. **ACTION ITEM:** Bill Wotkyns to sit down with Alder Environmental and Nelson Engineering to create calculations for different diversion designs.

ii. Discussion took place regarding Kelly's irrigation rights and how much water he is entitled to.

iii. Background/history was discussed: It was pointed out that the rock weir was placed in the creek near that area in order to slow down the flow before it goes into the diversion area. Kelly had more rocks placed in the stream – and the result has created a choke point.

b. Clean Water Coalition:

i. **ACTION ITEM:** Alice Widdess to put on July 8th FCWID Monthly Board Meeting Agenda.

X. Old Business: All Action Items were reported as completed and to be removed.

XI. Executive Session: (A session was not required)

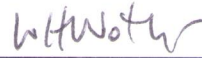
XII. Adjournment: Sandy Buckstaff made a motion to adjourn; Lance Ash seconded the motion; meeting adjourned @ 11:24 a.m.

Respectfully submitted:

Alice Widdess, FCWID Administrative Manager



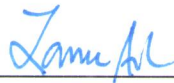
The Minutes have been approved:



7/8/19

Chairman

Date



7/8/19

Treasurer

Date