

FCWID Monthly Board of Directors Meeting

Monday, December 9, 2019

9-10:30 a.m.

Teton Conservation District

420 W. Pearl Ave. Jackson, WY 83001

MINUTES OF MEETING

*In attendance: **FCWID:** Bill Wotkyns, Sandy Buckstaff, Johnny Ziem (arrived at 9:10 a.m.), Nannette Beckley, Derek Ellis (by phone); **TCD:** Tom Segerstrom; **PUBLIC:** Lance Ash, Franz Camenzind, Joe Burke*

- I. **Call to order.** Bill Wotkyns, Chair, called the meeting to order @ 9:08 a.m.
- II. **Approval of Minutes – 11/11/19 FCWID monthly Board of Directors meeting.** Nannette Beckley made a motion to approve the 11/11/19 minutes as presented; Sandy Buckstaff seconded; no discussion; motion passed 3-0.
- III. **Treasurer's Report**
 - a. **Bank Statements & Reconciliation Reports.** #1843 into 4063 expense line item.
 - b. Discussion about shifting name on bond for Teton County to new treasurer in January.
- IV. **Secretary's Report**
 - a. **Joint TCD & FCWID Calendar for 2019.** Sandy Buckstaff reported that nothing was added or deleted.

9:15 a.m. Deb Barracato arrived at the meeting, and the Board jumped ahead on the agenda to X. New Business.

- V. **Approval of Vouchers**
 - a. Johnny Ziem made a motion to approve the vouchers as presented; Sandy Buckstaff seconded; motion passed 4-0. (Note: Bill Wotkyns verbally presented the vouchers, including one for \$7,652.84 from Yellow Iron for the removal of rock weirs, as copies of the vouchers were not available for distribution at the meeting.
 - b. Bill Wotkyns asked for a motion to allow Lance Ash to sign vouchers next month until new Treasurer in position; discussion to include the following month as well if needed; Sandy Buckstaff moved to allow it; Johnny Ziem seconded; motion passed 4-0.
 - c. Additional discussion needed on how to handle bookkeeping going forward: use accountant or Administrative Manager to do it? **ACTION ITEM:** Lance Ash to work with new Treasurer to make recommendation.
- VI. **Introductions from the Public**
- VII. **Mitigation projects**
 - a. **DELCON automation of Thaw Well #2 status.** Bill Wotkyns reported the work complete. Phone automation getting set up through Town IT department; Verizon account; SCADA equipment monitors and allows it to be turned on and off remotely.
 - i. **ACTION ITEM:** Training to take place during onsite meeting with Brian Remlinger, Johnny Ziem, and Bill Wotkyns scheduled for Wednesday 12/11; town IT staff to train Brian Remlinger on how to use SCADA system.
 - ii. Discussion covered the benefits of data collection for comparison of thaw times from year to year; Johnny Ziem said the District is going about it now with more

of a scalpel than a hatchet approach. Bill Wotkyns explained that the automated system would look primarily at ambient air temperature, which is more reliable than water temperature in identifying critical periods; the automated system can be overridden if necessary.

b. FCWID Prioritization of Capital Improvement Projects – Status:

- i. **Boulder weirs:** Bill Wotkyns reported that the three boulder weirs located immediately upstream of the bridge upstream of Garaman Park have been removed and/or modified; **ACTION ITEM:** Brian Remlinger and primarily Bill Wotkyns to monitor a few times a week to see how creek reacts in those places where changes were made.
 1. Discussion on vegetation recolonizing area and effect on island south of the Elk Run Townhouses; Bill Wotkyns clarified that the removal sits downstream of the island and won't likely have any affect; added that it's a fine line between surface flow and surface ice; the boulder weir was creating ice dams.
- ii. **Stacy Lane/810 West survey:** Bill Wotkyns reported that the survey was complete and that Nannette Beckley, in her position as chair of the 810 West HOA, helped the District obtain permission to install a sandbag berm on the west side of 810 West that will protect the property of Peggy Douglas and other Stacy Lane property owners. Work to be performed this Wednesday/Thursday. Cost approximately \$7,000.
 1. Franz Kamenzind raised concern that he wasn't aware of project although his property borders Peggy Douglas's property. Bill Wotkyns assured him they would figure it out with him. Sandbags will be on Peggy Douglas's property and 810 West and construction access will be to the north of the Douglas property.
 2. **ACTION ITEM:** Access permission needs to be a formal agreement and added to District map of easements.

VIII. Dr.s Kempema and Ettema Analyses and Reports

- a. Bill Wotkyns stated that report was late and (intentionally) not as in depth as previous reports. He urged everyone to read it ahead of the January 13 meeting, when it will be discussed more thoroughly. Joe Burke pointed out that there was no mention of barometric pressure, which can be a good indication of anchor ice. Derek Ellis asked if there's a map of water levels.
- b. **ACTION ITEM:** Put on agenda for January 13 meeting to get Ed Kempema on the phone to explain report and answer questions.

IX. FCWID Director Reports on plans of action for mitigation efforts (*Thaw Wells: Sandy Buckstaff; Pathways and stormwater treatment: Johnny Ziem; Individual property owners: Lance Ash; Access Agreements: Bill Wotkyns*)

- a. **Bill Klyn's Access Agreement Status.** Note: Bill Klyn was to make his modifications to the Access Agreement and submit by 10/21/19. Still unsigned. District is withholding payment to his landscaper.
- b. **Kaz Hashimoto** will not sign an access agreement but has verbally agreed to allow it; need to pursue formal agreement but don't have money to support desired project.

- c. **ACTION ITEM:** Need one map that shows all the easements. Johnny Ziem to work with Carlin Girard of TCD to get that done. Deb Barracato should assist as needed.
- d. **ACTION ITEM:** Assign responsibility for certain types of mitigation to each Director in January.

X. New Business

- a. **Adopt Administrative Manager Position Parameters and Responsibilities Description.** Bill Wotkyns asked for a motion to adopt both the position description and the contract for services; Sandy Buckstaff made the motion and Nannette Buckley seconded it; discussion on whether confidentiality clause would cover conflict of interest; Sandy Buckstaff made a friendly amendment to his motion to adopt the position description with an added paragraph addressing conflict of interest to be approved at next board meeting; Nannette seconded; motion passed 4-0.
- b. **Approve Consulting Agreement with Debra Barracato for provision of Administrative Manager services.** Bill Wotkyns confirmed positive references.
- c. **Open record act request:** Tom Segerstrom asked about contact person for state, with regard to confidentiality clause; Bill Wotkyns will be required to release records; could change with officer election next month; he directs Administrative Manager to respond and confidentiality clause goes into effect.
- d. Franz Camenzind questioned whether agendas can be prepared and circulated in advance; Bill Wotkyns stated that board packet goes out on Friday afternoon before Monday meeting; it's an internal policy.

XI. Old Business

- a. Bill Wotkyns: Meet with Alder Environmental LLC and Nelson Engineering to create *calculations for different Wort Diversion designs*. Bill Wotkyns reported that he did not get there but will work on it over the winter. **Leave on agenda.**
- b. Talk to Kelly Lockhart and Nelson Engineering once a month on the Wort Diversion project. Bill Wotkyns will do this over the winter. **Leave on agenda.**

XII. **Executive Session:** None

XIII. **Adjournment.** Sandy Buckstaff made a motion to adjourn. Nannette Beckley seconded the motion. All were in favor. The meeting adjourned @ 10:30 a.m.

Respectfully submitted:

Deb Barracato, FCWID Administrative Manager

 1-13-2020

The Minutes have been approved:

	2/10/20
Chair	Date
	2/10/2020
Treasurer	Date