

Flathead Reservation Water Management Board

DRAFT Meeting Minutes

August 4, 2022, from 2:00-4:00 PM

Virtual at Zoom Link: <https://mt-gov.zoom.us/j/82308604387>

Board Members Present: Roger Noble, Kenneth Pitt, Georgia Smies, and Clayton Matt

1. Call to Order (Board Chair)

- 1.1. Opening Prayer
- 1.2. Attendance

2. Public Comment (for items not on the agenda)

- No public comment

3. Board Business (Board Chair)

3.1. Adopt agenda

Motion by R. Noble to adopt agenda

Second by K. Pitt

Vote result: Approved (4 to 0)

3.2. Approve minutes for June 30, 2022

Motion by K. Pitt to adopt June 30, 2022 minutes

Second by G. Smies

Vote result: Approved (4 to 0)

3.3. Review of complete domestic allowance applications

3.3.1. Discontinue uploading applications during interim period (DNRC-Pelah Hoyt)

- P. Hoyt: Have not had time to upload domestic allowance applications to the CSKT Compact portion of the DNRC website while she is focusing on other tasks related to getting the Office of the Engineer up and running. The CSKT-State technical team discussed various options for uploading and agreed that technical staff should instead focus supporting the board to hire staff and develop a Board website.

3.3.1.1. Change to application form

- P. Hoyt: If the board approves this change, the domestic allowance application would need to be changed so it no longer says applications will be posted online.
- C. Matt: Where have the applications been uploaded, why we have been uploading the applications, and is this related to the water rights database?

Key: Underline = Action item

Normal = Discussion, comment, and/or update

- P. Hoyt: I have been uploading the applications to the CSKT portion of the DNRC website in a table format. We have been uploading them so that Board members and State-CSKT technical staff could view the applications online. Applicants could also see if their applications have been received. Uploading these applications to the DNRC website is not related to inputting the applications to the water rights database.

3.3.2. Public comment

- No public comment

3.3.3. Board Action on application uploading

- R. Noble: It's a better use of Pelah's time to assist with office and board support than to upload applications at this time. Once we have a couple positions staffed we can resume.

Motion by R. Noble to postpone uploading applications until we hire additional staff and change the application accordingly.

Second by G. Smies

Vote result: Approved (4 to 0)

3.3.4. Application recommendations (Board-Anna Butterfield)

3.3.5. Board Action on domestic allowance applications

Motion by R. Noble to approve the applications on the attached August 4, 2022, list. R. Noble clarified that the application identified as "Noble" is not his and is not a relation of his.

Second by G. Smies

K. Pitt abstained from voting on Aldibs Morning View LLC (North) and Aldibs Morning View LLC (South).

Vote result: Approved (4 to 0) except for Aldibs Morning View LLC (North) and Aldibs Morning View LLC (South) which were approved (3 to 0).

3.4. FWP Aquatic Invasive Species update (FWP-Tom Woolf) – 15 minutes

- Tom Woolf introduced himself as the aquatic invasive species bureau chief for Montana Fish, Wildlife and Parks. He gave an Aquatic Invasive Species overview and update on risks and prevention efforts.
- Board thanked Tom for his appreciation and his work on AIS.

3.5. Office of the Engineer Operations

3.5.1. Operations update (Board-Anna Butterfield)

- A. Butterfield: August 12, 2022, is the last day of my full-time employment. I shared a document showing you my availability after school starts. In fall semester I could work a maximum of 10 hours per week.
- C. Matt: Thank you Anna for diving in with us and helping us get off the ground. It is much appreciated. We are glad to see you going and doing great things.

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3.5.2. Employment extension and mileage update (CSKT- Melissa Schlichting)

- M. Schlichting: I provided a draft letter to the board that would extend Anna employment contract. It would also increase the mileage rate to the current IRS rate. They don't usually change their rate mid-year, but they did this year, and we want to make sure that Anna receives that as well as other members of the board.

3.5.3. Door installation and repair for \$1,350 (Board-Anna Butterfield)

- A. Butterfield: The \$1350 is an estimate from an area contractor. We already have the doors so the contractor would hire them. We don't know if we will need hardware. He would also fix the pocket door and installing the handrail going upstairs.
- C. Matt: Is the landlord ok with this?
- A. B: Yes, she is.
- E. Mace: The door to the basement does not latch and it routinely blows open and I suggest adding that to the door repair list.
- A. Butterfield: I would need to talk with the landowner about that because the doorknobs are historical.
- C. Matt: Let's add to list for discussion.
- R. Noble: I believe there is also a hole in the basement, and we should add that to the repair list.
- A. Butterfield: I talked with the landlord about this and have not heard movement from her on this.
- C. Matt: Let's raise this with her again. The internet cable may run through that hole. Let's keep that on our ongoing list.

3.5.4. Dedicated board days for committee meetings (CSKT-Melissa Schlichting)

- M. Schlichting: Suggested the board could set aside Thursdays as committee meeting days and dedicate the mornings to get committee work done.
- G. Smies: Between now and the end of August that is not a problem for me. Once school resumes I will be teaching Thursday mornings. How long would this be necessary?
- M. Schlichting: I think a couple weeks would be enough to work through hiring, bylaws, and employment policies.
- C. Matt: We could start on Thursdays and then once school starts we can adjust days as we need to.
- R. Noble: Thursday mornings are fine except the third Thursday from 1-3 I have my Flathead health board meeting.

3.5.5. Water Engineer/Manager recruitment update (Teresa Wall-McDonald)

- K. Pitt: We have proceeded with two interviews. We have a third one scheduled for next Wednesday. We may have a recommendation at the next board meeting, but we are not sure.

3.5.6. Admin Assistant/Compliance Tech update (Georgia Smies, Ken Pitt, & Board-Anna Butterfield)

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- A. Butterfield: We conducted four interviews and will give more of an update in executive session. The process is going well.

3.5.7. Business manager and water conservation specialist job descriptions

- M. Schlichting: You have two job descriptions in front of you. If the board is comfortable with those job descriptions we can go ahead and get those advertised. If the board wants to provide more input, we can hold off and discuss at the next meeting.
- K. Pitt: I have not had a chance to look at the job descriptions.
- C. Matt: We should give everyone a chance to look at those. We would be a week out. Make sure you get your comments to Melissa before the August 11 meeting so we can get those approved on the 11th.
- R. Noble: I would like more time to review these also.

3.5.8. Legal Services update (CSKT-Melissa Schlichting)

- M. Schlichting: The subcommittee met today and selected two firms to interview. We hope to conduct those interviews over the next two weeks and will come back to the board with a recommendation.

3.5.9. Public Comment on operations items

- No public comment

3.5.10. Board Action on operations items

Motion by R. Noble to on 3.5.2 to extend Anna Butterfield's employment contract and tie the mileage rate to the IRS rate.

Second by K. Pitt

Vote result: Approved (4 to 0)

Motion by K. Pitt on 3.5.3 to spend up to \$1350 on door repair and installation.

Second by G. Smies

Vote result: Approved (4 to 0)

4. Other Updates

4.1. Board member updates

5. Next steps

5.1. Set next general meeting and location

5.1.1. August 11, 2022, (in person) and August 25, 2022 (virtual)

5.2. Choose meeting topics

6. End meeting (Board Chair)

7. Board executive session to discuss personnel matter

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Applications Recommended for Board Approval
Applications for Approval to Construct a Domestic Allowance
August 4, 2022

Summary:

- 20 applications for authorization

Applications:

1. Lewin - Individual Domestic Allowance
 - 2 dwellings, 0.7 acres of lawn and garden, stock including 6 horses, 1 casita
2. Kenton Ranches LLC (Ronan) - Individual Domestic Allowance
 - 1 dwelling, 0.7 acres of lawn and garden, stock including 25 cattle and 8 goats
3. Kenton Ranches LLC (Polson) - Individual Domestic Allowance
 - 3 dwellings, 0.7 acres of lawn and garden (total), stock including 6 horses and 6 cows
4. Thompson - Individual Domestic Allowance
 - 1 dwelling
5. Aldibs Morning View LLC (North) - Individual Domestic Allowance
 - 2 dwellings, 0.45 acres of lawn and garden
6. Aldibs Morning View LLC (South) - Individual Domestic Allowance
 - 1 house, 1 business (hair salon), 0.23 acres of lawn and garden
7. McMahon - Individual Domestic Allowance
 - 1 dwelling, 0.25 acres of lawn and garden, stock including 2 or 3 horses
8. Wheeler/Elkington - Individual Domestic Allowance
 - 2 dwellings, 0.23 acres, Bison to vary not to exceed the 2.4 acre-foot limit
9. Dammel - Individual Domestic Allowance
 - 1 dwelling
10. Hogge - Individual Domestic Allowance
 - 1 dwelling, 0.6 acres lawn and garden
11. Kinast (2) -- Individual Domestic Allowance
 - 1 dwelling, 0.12 acres of lawn and garden, stock to include up to 8 horses
12. Tikalsky - Individual Domestic Allowance
 - 1 dwelling, 0.33 acres of lawn and garden
13. Akkasha- Individual Domestic Allowance
 - 1 dwelling, RV, Shop, 0.7 acres of lawn and garden
14. Bear Hollow Properties LLC - Individual Domestic Allowance
 - 1 dwelling, 1 shop w/bathroom, 1 RV Hookup, 0.7 acres of lawn and garden
15. Watkins -- Individual Domestic Allowance
 - 1 dwelling, 0.5 acres of lawn and garden
16. Lombardy - Individual Domestic Allowance
 - 1 dwelling, 0.7 acres lawn and garden, stock including 3 horses
17. Noble - Individual Domestic Allowance
 - 2 dwellings, 0.7 acres lawn and garden, stock to include 2 horses and 6 goats
18. Nunlist - Individual Domestic Allowance

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- 3 dwellings, 0.7 acres lawn and garden, stock 6 horses

19. Horton - Individual Domestic Allowance

- 1 dwelling, 0.42 acres lawn and garden, 7 cows and 3 horses

20. Sperry - Individual Domestic Allowance

- 1 dwelling, 0.7 acres of lawn and garden

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