Lewis and Clark Conservation District

790 Colleen Street, Helena MT 59601 406.502.8591 https://lewisandclarkcd.org

REGULAR MEETING AGENDA

October 8, 2026
1 pm
USDA Service Center Conference Room, Helena MT, 59601
& Via Zoom Conferencing
https://lewisandclarkcd.org/october-8-2026-regular-board-meeting/

1:00 pm-Call to Order

Introductions

Public Comment

310 Permit Applications

- CP-02-26 Little Wolf Creek Ranch LLC
- CP-04-26 Mosher
- CP-05-26 Drew
- LC-22-26 RV Ranch
- LC-42-26 Shorer
- LC-44-26 Elliot

Review Governance Calendar for October/November

Minutes —September 2026

Financial Statement September 2026 & Outstanding Bills

Supervisor absences

Correspondence

Reports

Printed reports are absolutely welcome.

Andrew Welch/NWE
NRCS
DNRC
SRWG
MRCDC
LHWG

Helena CORE
WQPD
Weed District
MACD
Convention-Attached draft agenda and registration costs
Supervisor Reports
Staff Reports

Old Business

Policy Book-Finished, but needs editing when staff structure is decided
Procedures

- Some are still in draft form until beginning of the year
- Does the board want it to be all one document, leave it as a Table of Contents with links to all of the documents? And do they want it printed? Who wants a copy?

New Business

Evergreen newsletter articles
Update to Chris' retirement date-June 30, 2027
Jeff Ryan-Change in staffing structure-Cross training with Joe being the supervisory person making decisions on work assignments-Meeting October 27 at the Grubstake at 11 am for board discussion.
Update-there will be an addition of $7000 to our CDA grant for state FY 27 of $7000 to cover employee overlap costs

Announcements

Next meeting—November 12, 2026 1 pm Helena Mt

Adjournment

Lewis and Clark Conservation District Public Participation Guidelines

Guidelines for Public Participation. The following guidelines shall serve to assure reasonable and fair public participation in the decisions of the Lewis and Clark Conservation District.

1. Be respectful: Any person who, while testifying, shall use indecorous or abusive language or who shall become boisterous or disruptive shall be barred from further presentation to the Board by the presiding officer, unless permission to continue be granted by a majority vote of the Board.
2. Don't interrupt speakers or the proceedings. The public shall be invited to speak after and only after recognition by the presiding officer. Improper interruptions to the conduct of board business will not be allowed. (Please silence cell phones/other devices.)
3. The speaker should step to the front of the room, and for the record, give his or her name and, if applicable, the person, or organization he or she represents.
4. While the Board is in session, members of the public must preserve order and decorum. No person shall delay or interrupt the proceedings or the peace of the Board nor disturb any member of the public or of the Board while speaking or refuse to obey the orders of the presiding officer of the Board.
5. Public comment is limited to 3 minutes (total time) for items not on the agenda (the presiding officer may not allow comments for items outside of the Conservation District's jurisdiction) and 5 minutes (total time) for items on the agenda. The presiding officer, at situational discretion, may allow more comment time, or comments may be disallowed if they are repetitious. If commenters are not adhering to the guidelines, after one warning, they will be asked to leave the meeting. If they refuse to leave, the presiding officer may recess the meeting until the offender leaves or law enforcement escorts the offender from the meeting. The offender may be subject to disorderly conduct charges (MCA 45-8-101). Repetitive or off-topic comments are not allowed and will be interrupted by the presiding officer.
6. Written statements are welcome and should be provided to the District Administrator at least 1 day prior to the meeting for distribution to the entire board. Written statements may be emailed to admin@lewisandclarkcd.org or delivered to the office of the Lewis and Clark Conservation District, 790 Colleen Street, Helena MT 59601. Submitted written comments will be noted in the minutes of the meeting. Notes may be used during the public comment period. However, previously submitted written statements that are also read aloud during public comment shall be deemed unduly repetitious. All prepared statements shall become a part of the permanent record.

MONTH	FULL BOARD FIDUCIARY RESPONSIBILITIES	BOARD RESPONSIBILITIES	ADMINISTRATOR RESPONSIBILITY
OCTOBER	**At the Board Meeting**	**Outside the Board Meeting**	**Outside (or prior to) Board Meeting**
	Treasurer/Finance Committee duties:	**Treasurer/Finance Committee Before the Board Meeting**	
	Treasurer's Report September's Treasurers report presented for board approval	Review September's financials per board policy and create written report for Oct meeting minutes	7 days **prior** to October Board meeting, prepare and forward **financial reports** to **Treasurer/Finance Committee** for monthly review per CD policy
	Authorization of Expenses September expenses presented for board approval	Review Q-3 financials and present to the board	Submit approved September minutes to County Clerk and Recorder's office and DNRC's CDB
	Payroll Taxes August payroll taxes presented for board approval	Reviews Payroll Tax report to ensure payments have been submitted	Begin process of revising budget and operational plan based on Mill Levy notice.
	Payroll Taxes 3rd quarter payroll reports have been filed		Make MPERA Payments 1 week after each pay day
	Review of 3rd Quarter Financials-Balance Sheet, Profit & Loss vs. Budget and End of Month Reports presented for board review & approval		Gather and distribute Resolutions for board discussion on district stance on resolutions approved at Area meeting
	Review October expense payments and make recommendations to the board for approval		Verify that quarterly payroll reports were completed by QuickBooks Online and that the UI tax payment was made.
	Secretary duties:	**Designated board members:**	Verify last month's Payroll Taxes were paid.
	Minutes September board minutes presented for review & approval	Begin work with the Administrator to draft the annual budget and operational plan.	Update progress on Ops plan and be prepared for reporting
	Signature Presiding officer signs board minutes		**Grant Reports:** Timely filing of DNRC grant reports
	Administrator:		
	Presents: Operations Plan Report - 3rd quarter annual operational work plan for review & approval; review of website metrics		
	Additional board items for discussion and/or approval	**Designated board members - Administrator's Annual Evaluation:**	

MONTH	FULL BOARD FIDUCIARY RESPONSIBILITIES	BOARD RESPONSIBILITIES	ADMINISTRATOR RESPONSIBILITY
	ACTION ITEM Designate two supervisors to lead District for officer and committee appointments/elections & orientation of new supervisors	Based on policy, procedure, & plan, organize & collect information for the administrator's annual review	
	ACTION ITEM Review and discuss all resolutions that passed at the Area meetings and vote on your district's stance for the MACD meeting		
	ACTION ITEM Designate a supervisor to represent your district during the MACD Convention		
	Other agenda items as needed		

MONTH	FULL BOARD FIDUCIARY RESPONSIBILITIES	BOARD RESPONSIBILITIES	ADMINISTRATOR RESPONSIBILITY
NOVEMBER	**At the Board Meeting**	**Outside the Board Meeting**	**Outside (or prior to) Board Meeting**
	Treasurer/Finance Committee duties:	**Treasurer/Finance Committee Before the Board Meeting**	
	Treasurer's Report October's Treasurers report presented for board approval	Review October's financials per board policy and create written report for November meeting	7 days **prior** to November Board meeting, prepare and forward financial reports to Treasurer/Finance Committee for monthly review per CD policy
	Authorization of Expenses October expenses presented for board approval		Submit approved October minutes to County Clerk and Recorder's office and DNRC's CDB
	Payroll Taxes September payroll taxes presented for board approval	Reviews Payroll Tax report to ensure payments have been submitted	
	Review November expense payments and mak		Make MPERA Payments 1 week after each pay day
			Gather and distribute Resolutions for board discussion on district stance on resolutions approved at Area meeting.
			Verify last month's Payroll Taxes were paid.
	Secretary duties:	**Designated board members: Budget & Plans Review**	Finalize draft budget, strategic plan changes and operations plan for board member review in December
	Minutes October board minutes presented for review & approval	**Strategic Plan Review.** Review and make updates to strategic plan based on Local Work Group results and Resource Concern Survey. Review draft Operations Plan for next year.	
	Signature Presiding officer signs board minutes	**Upcoming Priorities.** Discuss and identify priorities for the upcoming year to be incorporated into the upcoming year's budget.	
	The Administrator Reports:		
	Filing of Minutes. Minutes are sent to the County Clerk each month.		

MONTH	FULL BOARD FIDUCIARY RESPONSIBILITIES	BOARD RESPONSIBILITIES	ADMINISTRATOR RESPONSIBILITY
	Additional board items for discussion and/or approval	**Designated board members to lead Officer/Committee appointments and orientation of new supervisors.**	
	ACTION ITEM: Succession and Transition of Officers and New Supervisors. Designate board members to take lead on organizing officer/committee elections and new supervisor orientation.	Organize and schedule new board member orientation (before January).	
	ACTION ITEM: Discussion and approval of cost of living raises for staff for first payroll in January		
	Other agenda items as needed		
	IMPORTANT DATES:		
	Supervisor Elections Held During General Election		
	MACD Fall Convention		

Sep Report for *Oct* meeting — *10/08/26* Bd Rpt

Received financial reports and the bank statement from Chris Evans, Dist Admin, L&C Cons Dist, *10/01/2026*

Balance Sheet	Prior Month	Current Month	Difference
Assets			
Checking Account	$27,285.02	$33,461.92	
Savings Account	$208,190.76	$188,194.16	
CD-4014 (cert of deposit) 13Mnth	$15,000.00	$15,000.00	
CD-2812 (cert of deposit) 13Mnth	$15,569.66	$15,569.66	
CD (cert of deposit) Short Term (emp leave pay)	$22,801.05	$22,801.05	
CD-7824 (cert of deposit) 90 Day	$15,139.89	$15,654.65	
CD-5144 (cert of deposit) 90 Day	$15,270.74	$15,270.74	
QB Tax Withholding	$3,405.75	$3,412.12	
Total Assets	**$322,662.87**	**$309,364.30**	**$13,298.57**
Liabilities & Equity			
Total Payroll Liabilities	$3,444.83	$3,451.21	
Total Equity	$319,218.04	$305,913.09	
Total Liabilities & Equity	**$322,662.87**	**$309,364.30**	**$13,298.57**

The number in Difference column represents the difference in Assets, Liabilities & Equity for the current month AND they should match!

Financial Stmt (EOM Transactions)	Prior Month *end*	Current Month *start*	Difference
Checking Account	$12,419.10	**$27,285.01**	**$0.00**
Total Withdrawals *(employee pay, savings, cd transfers, ALL checks, etc)*	$14,584.01	$25,708.10	
Total Deposits (including interest & savings transfers)	$29,449.92	$31,885.00	
Ending Balance	**$27,285.01**	**$33,461.91**	**$6,176.91**

The # in the difference columns should be $0.00, if not, there an issue to be resolved

Savings Account	$228,183.31	**$208,190.76**	**$0.00**
Total Withdrawals *(employee pay, savings, cd transfers, ALL checks, etc)*	$20,000.00	$0.00	
Total Deposits (including interest & savings transfers)	$7.45	$0.00	
Ending Balance	**$208,190.76**	**$208,190.76**	**$0.00**
Employee Taxes *{MPERA, MT State Fund, EFTPS (Fed Taxes), MT Dept of Rev}*	$5,241.78	$5,241.72	**$0.06**
Employee Pay *(including pre-tax health benefit)*	$7,606.20	$7,606.21	**$0.01**

The # in the difference columns indicate the differences from last to current month

Profit & Loss Budget vs Actual	Prior Month	Current	Difference
Over Budget By:	$41,270.69	$54,575.64	**$13,304.95**

COMMENTS: ***All bills paid are legitimate***

GOVERNANCE CALENDAR FOR OCT

**** Review Sep Financials ....*** ***This is my written report for Oct meeting.***

**** Review Q-3 Financials...*** ***and present to the board:***

- MT state taxes were paid at $354

- Fed, Medicare & Social Sec were paid for a total of $3029.42

**** Review Payroll Tax ...*** ***I have reviewed the payroll tax payments & they have all been submitted.***

COMMENTS: ***Oct expense payments ...*** ***(Chris - do we need to add this onto the Gov Calendar??)***

I have removed the screen shot of the Gov Cal in the box above, feel like it is duplicated since we get a copy of the Calendar at the meeting. If you want me to put it back, let me know.

Jeanette Nordahl, Treasurer & Lincoln Area Supervisor ***10/04/26***

LEWIS AND CLARK CONSERVATION DISTRICT

Balance Sheet

As of Sep 30, 2026

	Total
Assets	
Current Assets	
Bank Accounts	
101000 Valley Bank - Checking	33,461.92
101001 Valley Bank - Savings	188,194.16
101003 Valley Bank-CD 13 month-4014	15,000.00
102106 Valley Bank CD-13 month-2812	15,569.66
102109 Valley Bank CD-Empl Lv PO-4539	22,801.05
120110 Valley Bank CD-7824	15,654.65
120111 Valley Bank CD-5144	15,270.74
Total for Bank Accounts	**$305,952.18**
Other Current Assets	
185000 QuickBooks Tax Holding Account	3,412.12
Total for Other Current Assets	**$3,412.12**
Total for Current Assets	**$309,364.30**
Total for Assets	**$309,364.30**
Liabilities and Equity	
Liabilities	
Current Liabilities	
Other Current Liabilities	
201200 Payroll Liabilities	$0.00
201201 FWT, FICA, MEDI Withheld	3,029.40
201202 MPERA-Employee	11.05
201203 Unemployment Ins.	56.76
201204 SWT, OFLT Withheld	354.00
Total for 201200 Payroll Liabilities	**$3,451.21**
Total for Other Current Liabilities	**$3,451.21**
Total for Current Liabilities	**$3,451.21**
Total for Liabilities	**$3,451.21**
Equity	
260000 Opening Bal Equity	3,685.52
Opening Balance	356,803.21
Net Income	-54,575.64
Total for Equity	**$305,913.09**
Total for Liabilities and Equity	**$309,364.30**

LEWIS AND CLARK CONSERVATION DISTRICT

End of Month Transactions

September 2026

Distribution account	Transaction date	Transaction type	Num	Name	Description	Split	Amount	Balance
101000 Valley Bank - Checking								
Beginning Balance								27,285.02
101000 Valley Bank - Checking	09/02/2026	Deposit		State of Montana-DNRC	Brushy Toe grant payment-2nd quarter	State Grants	2,115.10	29,400.12
101000 Valley Bank - Checking	09/02/2026	Expense		FNBO			-1,964.92	27,435.20
101000 Valley Bank - Checking	09/02/2026	Expense		Google	DDA B/P 0943 79064765 GOOGLE WORKSPACE LEWIS 650-2530000 CA C# 8429 DDA B/P 0943 09/02/26 79064765 GOOGLE WORKSPACE LEWIS 650-2530000 CA C# 8429	Conservation of Nat Res.:Purchased Services:Google Workspace	-50.40	27,384.80
101000 Valley Bank - Checking	09/03/2026	Expense			Chris-DC QBOOKS ONLINE	Conservation of Nat Res.:Purchased Services:Publicity, Dues and Subscriptio:Subscriptions	-103.55	27,281.25
101000 Valley Bank - Checking	09/04/2026	Payroll Check	DD	Christina M. Evans	Pay Period: 08/15/2026-08/28/2026	Direct Deposit Payable	-2,159.89	25,121.36
101000 Valley Bank - Checking	09/04/2026	Payroll Check	DD	Joseph RY Kremer-Herman	Pay Period: 08/15/2026-08/28/2026	Direct Deposit Payable	-1,463.19	23,658.17
101000 Valley Bank - Checking	09/04/2026	Tax Payment		Intuit QuickBooks Workforce	Tax withdrawal	QuickBooks Tax Holding Account	-1,694.88	21,963.29
101000 Valley Bank - Checking	09/08/2026	Deposit		L&C County	taxes collected		214.73	22,178.02
101000 Valley Bank - Checking	09/09/2026	Deposit			Refund for cancellation of MRR	Conservation of Nat Res.:Purchased Services:Education:Seminar Expenses	55.00	22,233.02
101000 Valley Bank - Checking	09/10/2026	Check	5584	Water Quality Protection District	Grant Payment-Grizzly Gulch	Conservation of Nat Res.:Grants, Contributions, Donation:State	-5,063.00	17,170.02
101000 Valley Bank - Checking	09/10/2026	Check	5585	Sarah Howe-Cobb	Lincoln Meeting travel	Conservation of Nat Res.:Purchased Services:Travel Expenses	-106.40	17,063.62
101000 Valley Bank - Checking	09/10/2026	Check	5586	Stan Frasier	Travel Reimbursement	Conservation of Nat Res.:Purchased Services:Travel Expenses	-106.40	16,957.22
101000 Valley Bank - Checking	09/10/2026	Check	5587	Elena Frederick	Lincoln board meeting travel	Conservation of Nat Res.:Purchased Services:Travel Expenses	-83.60	16,873.62
101000 Valley Bank - Checking	09/10/2026	Expense		USPS	1525 00770000 USPS PO 29397506 500 N LA HELENA MT CARD# 8746 POS DEB 1525 09/09/26 00770000 USPS PO 29397506 500 N LA HELENA MT CARD# 8746	Conservation of Nat Res.:District Projects:310 Expenses	-12.74	16,860.88
101000 Valley Bank - Checking	09/11/2026	Expense		MPERA	MPERA Retirement and 457 Payments		-925.97	15,934.91
101000 Valley Bank - Checking	09/11/2026	Expense			1553 00802321 AUTOZONE 1195 2711 N MONTANA AVE HELENA MT C# 8746 POS DEB 1553 09/10/26 00802321 AUTOZONE 1195 2711 N MONTANA AVE HELENA MT C# 8746	Conservation of Nat Res.:Purchased Services:Travel Expenses	-7.49	15,927.42
101000 Valley Bank - Checking	09/11/2026	Expense		Mountain View Co-Op	0848 00349338 CENEX-MOUNTAIN VIEW CO-O 720 W CUSTER AVE HELENA MT C# 8746 POS DEB 0848 09/11/26 00349338 CENEX-MOUNTAIN VIEW CO-O 720 W CUSTER AVE HELENA MT C# 8746	Conservation of Nat Res.:Purchased Services:Travel Expenses	-86.95	15,840.47

Distribution account	Transaction date	Transaction type	Num	Name	Description	Split	Amount	Balance
101000 Valley Bank - Checking	09/14/2026	Expense		Spectrum	Spectrum Mobile	Conservation of Nat Res.:Purchased Services:Employee Cell Phones	-30.00	15,810.47
101000 Valley Bank - Checking	09/14/2026	Expense		Capital City Car Wash	DBT CRD 1115 45356198 CAPITAL CITY CAR WASH HELENA MT C# 8746 DBT CRD 1115 09/13/26 45356198 CAPITAL CITY CAR WASH HELENA MT C# 8746	Conservation of Nat Res.:Purchased Services:Travel Expenses	-7.25	15,803.22
101000 Valley Bank - Checking	09/15/2026	Expense		Spectrum	Spectrum Internet	Conservation of Nat Res.:Purchased Services:Publicity, Dues and Subscriptio:Subscriptions	-60.00	15,743.22
101000 Valley Bank - Checking	09/16/2026	Expense		Joseph RY Kremer-Herman	Reimbursement of pre-tax premium payment	General Government:Treasury:Payroll Expenses:PML Health Benefits	-360.06	15,383.16
101000 Valley Bank - Checking	09/16/2026	Expense		USPS	1559 00491463 USPS PO 29397806 2300 N H HELENA MT CARD# 8746 POS DEB 1559 09/15/26 00491463 USPS PO 29397806 2300 N H HELENA MT CARD# 8746	Conservation of Nat Res.:District Projects:310 Expenses	-6.37	15,376.79
101000 Valley Bank - Checking	09/18/2026	Payroll Check	DD	Christina M. Evans	Pay Period: 08/29/2026-09/11/2026	Direct Deposit Payable	-2,159.89	13,216.90
101000 Valley Bank - Checking	09/18/2026	Payroll Check	DD	Joseph RY Kremer-Herman	Pay Period: 08/29/2026-09/11/2026	Direct Deposit Payable	-1,463.18	11,753.72
101000 Valley Bank - Checking	09/18/2026	Tax Payment		Intuit QuickBooks Workforce	Tax withdrawal	QuickBooks Tax Holding Account	-1,694.90	10,058.82
101000 Valley Bank - Checking	09/18/2026	Expense		FNBO	Interest charges on late payment in September	Interest Expense	-8.33	10,050.49
101000 Valley Bank - Checking	09/25/2026	Expense		MPERA	MPERA Retirement and 457 Payments		-925.96	9,124.53
101000 Valley Bank - Checking	09/29/2026	Check		Water Quality Protection District	Grant Payment-Grizzly Gulch_REISSUE_First one was lost in the mail!	Conservation of Nat Res.:Grants, Contributions, Donation:State	-5,063.00	4,061.53
101000 Valley Bank - Checking	09/29/2026	Transfer				Valley Bank - Savings	20,000.00	24,061.53
101000 Valley Bank - Checking	09/29/2026	Expense			STOP PAYMENT FEE	Conservation of Nat Res.:Bank Service Charges	-30.00	24,031.53
101000 Valley Bank - Checking	09/29/2026	Expense		Thriftway		Conservation of Nat Res.:Purchased Services:Travel Expenses	-69.77	23,961.76
101000 Valley Bank - Checking	09/30/2026	Tax Payment		Intuit QuickBooks Workforce	Tax withdrawal	QuickBooks Tax Holding Account	-0.01	23,961.75
101000 Valley Bank - Checking	09/30/2026	Deposit		State of Montana-DNRC	CDA Grant deposit-Partial		9,500.00	33,461.75
101000 Valley Bank - Checking	09/30/2026	Deposit		VALLEY BANK		Other Revenue:Bank Account Interest	0.17	33,461.92
Total for 101000 Valley Bank - Checking							**$6,176.90**	
1005 Personnel Services (deleted)								
Beginning Balance								0.00
Total for 1005 Personnel Services (deleted)								
Total for 101000 Valley Bank - Checking with sub-accounts							**$6,176.90**	
101001 Valley Bank - Savings								
Beginning Balance								208,190.76
101001 Valley Bank - Savings	09/29/2026	Transfer				Valley Bank - Checking	-20,000.00	188,190.76
101001 Valley Bank - Savings	09/30/2026	Deposit		VALLEY BANK		Other Revenue:Bank Account Interest	3.40	188,194.16
Total for 101001 Valley Bank - Savings							**-$19,996.60**	

Distribution account	Transaction date	Transaction type	Num	Name	Description	Split	Amount	Balance
101003 Valley Bank-CD 13 month-4014								
Beginning Balance								15,000.00
Total for 101003 Valley Bank-CD 13 month-4014								
102106 Valley Bank CD-13 month-2812								
Beginning Balance								15,569.66
Total for 102106 Valley Bank CD-13 month-2812								
102109 Valley Bank CD-Empl Lv PO-4539								
Beginning Balance								22,801.05
Total for 102109 Valley Bank CD-Empl Lv PO-4539								
120110 Valley Bank CD-7824								
Beginning Balance								15,139.89
120110 Valley Bank CD-7824	09/18/2026	Deposit		VALLEY BANK	INTEREST ADDED BACK	Investment Earnings	514.76	15,654.65
Total for 120110 Valley Bank CD-7824							**$514.76**	
120111 Valley Bank CD-5144								
Beginning Balance								15,270.74
Total for 120111 Valley Bank CD-5144								

LEWIS AND CLARK CONSERVATION DISTRICT

Profit & Loss Budget vs. Actual

January-September, 2026

	TOTAL			
	Actual	Budget	Over budget by	Percent of budget
Income				
310000 Taxes & Assessments				
311010 County Mill Levy	58,991.75	177,000.00	-118,008.25	33.33 %
312372 Permissive Levy for Benefits	4,083.48	12,000.00	-7,916.52	34.03 %
Total for 310000 Taxes & Assessments	**$63,075.23**	**$189,000.00**	**-$125,924.77**	**33.37 %**
334000 State Grants	$50,530.08	$48,300.00	$2,230.08	104.62 %
334005 Grant Administration Costs	1,338.83	6,200.00	-4,861.17	21.59 %
334007 310 Funding		5,000.00	-5,000.00	0.0 %
Total for 334000 State Grants	**$51,868.91**	**$59,500.00**	**-$7,631.09**	**87.17 %**
340000 Charges for Goods and Services				
341010 Sale of Merchandise		$500.00	-$500.00	0.0 %
341703 Ownership maps	55.00		55.00	
Total for 341010 Sale of Merchandise	**$55.00**	**$500.00**	**-$445.00**	**11.0 %**
341011 Meeting Registrations		500.00	-500.00	0.0 %
Total for 340000 Charges for Goods and Services	**$55.00**	**$1,000.00**	**-$945.00**	**5.5 %**
360000 Other Revenue				
362000 Other Miscellaneous Revenue	25.00		25.00	
363000 Bank Account Interest	43.12	150.00	-106.88	28.75 %
365000 Contributions and Donations				
365010 Annual Sponsor		2,500.00	-2,500.00	0.0 %
Total for 365000 Contributions and Donations		**$2,500.00**	**-$2,500.00**	**0.0 %**
Total for 360000 Other Revenue	**$68.12**	**$2,650.00**	**-$2,581.88**	**2.57 %**
370000 Investment Earnings	$514.76		$514.76	
371011 CD Interest Income	949.77		949.77	
Total for 370000 Investment Earnings	**$1,464.53**		**$1,464.53**	
Total for Income	**$116,531.79**	**$252,150.00**	**-$135,618.21**	**46.22 %**
Cost of Goods Sold				
Gross Profit	**$116,531.79**	**$252,150.00**	**-$135,618.21**	**46.22 %**
Expenses				
410000 General Government				
410500 Financial Services	2,375.25	5,000.00	-2,624.75	47.5 %

	TOTAL			
	Actual	Budget	Over budget by	Percent of budget
410540 Treasury				
410551 Payroll Expenses				
410552 Wages	91,356.80	123,000.00	-31,643.20	74.27 %
410553 MPERA-Employer	8,297.17	11,143.91	-2,846.74	74.45 %
410554 Workers Comp	1,044.51	1,000.00	44.51	104.45 %
410555 Payroll Taxes	8,122.50	10,000.00	-1,877.50	81.23 %
410556 Health Benefits	3,600.00	4,800.00	-1,200.00	75.0 %
410557 PML Health Benefits	9,000.00	12,000.00	-3,000.00	75.0 %
Total for 410551 Payroll Expenses	**$121,420.98**	**$161,943.91**	**-$40,522.93**	**74.98 %**
Total for 410540 Treasury	**$121,420.98**	**$161,943.91**	**-$40,522.93**	**74.98 %**
411800 Other General Govt Services				
411830 Association Dues	595.00	810.00	-215.00	73.46 %
Total for 411800 Other General Govt Services	**$595.00**	**$810.00**	**-$215.00**	**73.46 %**
Total for 410000 General Government	**$124,391.23**	**$167,753.91**	**-$43,362.68**	**74.15 %**
480000 Conservation of Nat Res.				
480200 Supplies	$35.55		$35.55	
480210 Office Supplies	1,742.11	1,500.00	242.11	116.14 %
480211 Marketing	351.62		351.62	
480250 Supplies for Resale		500.00	-500.00	0.0 %
Total for 480200 Supplies	**$2,129.28**	**$2,000.00**	**$129.28**	**106.46 %**
480300 Purchased Services				
480304 Employee Cell Phones	1,340.22	1,440.00	-99.78	93.07 %
480305 Chair phone Stipend	1,800.00	1,200.00	600.00	150.0 %
480306 Google Workspace	536.70	620.00	-83.30	86.56 %
480310 Postage	24.56	400.00	-375.44	6.14 %
480320 Printing and Reproduction	139.23		139.23	
480330 Publicity, Dues and Subscriptio	$234.99		$234.99	
480331 Advertising/Publicity/Marketing	605.34	550.00	55.34	110.06 %
480333 Subscriptions	930.83	1,200.00	-269.17	77.57 %
Total for 480330 Publicity, Dues and Subscriptio	**$1,771.16**	**$1,750.00**	**$21.16**	**101.21 %**
480340 Equipment Rental	60.00		60.00	
480360 Repairs and Maintenance	2,267.46	2,000.00	267.46	113.37 %
480370 Travel Expenses	1,560.36	3,500.00	-1,939.64	44.58 %
480380 Education				
480381 Seminar Expenses	171.30	250.00	-78.70	68.52 %
480383 Camp Sponsorships	1,000.00	1,000.00	0.00	100.0 %
480382 Training		1,000.00	-1,000.00	0.0 %

	TOTAL			
	Actual	Budget	Over budget by	Percent of budget
480385 Envirothon		1,500.00	-1,500.00	0.0 %
480386 Ag Ed		300.00	-300.00	0.0 %
Total for 480380 Education	**$1,171.30**	**$4,050.00**	**-$2,878.70**	**28.92 %**
Total for 480300 Purchased Services	**$10,670.99**	**$14,960.00**	**-$4,289.01**	**71.33 %**
480400 District Projects	$147.62		$147.62	
480410 Meeting Expense	$138.00		$138.00	
480411 Board Meetings	526.26	800.00	-273.74	65.78 %
480412 MACD	100.00	500.00	-400.00	20.0 %
480413 Virtual Mtg. Account	176.27	200.00	-23.73	88.14 %
480414 Area 6		200.00	-200.00	0.0 %
480415 Employee Organization		150.00	-150.00	0.0 %
480416 Local Work Group		150.00	-150.00	0.0 %
Total for 480410 Meeting Expense	**$940.53**	**$2,000.00**	**-$1,059.47**	**47.03 %**
480420 310 Expenses	582.50	600.00	-17.50	97.08 %
Total for 480400 District Projects	**$1,670.65**	**$2,600.00**	**-$929.35**	**64.26 %**
480460 Bank Service Charges	$105.83		$105.83	
480462 PayPal fee		50.00	-50.00	0.0 %
Total for 480460 Bank Service Charges	**$105.83**	**$50.00**	**$55.83**	**211.66 %**
480700 Grants, Contributions, Donation				
480730 Donations				
480740 Watershed Support				
480742 SRWG	4,000.00	4,000.00	0.00	100.0 %
Total for 480740 Watershed Support	**$4,000.00**	**$4,000.00**	**$0.00**	**100.0 %**
Total for 480730 Donations	**$4,000.00**	**$4,000.00**	**$0.00**	**100.0 %**
480770 State	22,022.53	48,300.00	-26,277.47	45.6 %
Total for 480700 Grants, Contributions, Donation	**$26,022.53**	**$52,300.00**	**-$26,277.47**	**49.76 %**
480900 Capital Outlay				
480940 Machinery and Equipment	141.59	3,000.00	-2,858.41	4.72 %
Total for 480900 Capital Outlay	**$141.59**	**$3,000.00**	**-$2,858.41**	**4.72 %**
Total for 480000 Conservation of Nat Res.	**$40,740.87**	**$74,910.00**	**-$34,169.13**	**54.39 %**
480470 Interest Expense	8.33		8.33	
510000 Miscellaneous				
510300 Other Unallocated Costs				
510330 Comp Liability Insurance	4,977.00	5,000.00	-23.00	99.54 %
510335 Surety Bond	140.00	250.00	-110.00	56.0 %
Total for 510300 Other Unallocated Costs	**$5,117.00**	**$5,250.00**	**-$133.00**	**97.47 %**

	TOTAL			
	Actual	Budget	Over budget by	Percent of budget
Total for 510000 Miscellaneous	**$5,117.00**	**$5,250.00**	**-$133.00**	**97.47 %**
Total for Expenses	**$170,257.43**	**$247,913.91**	**-$77,656.48**	**68.68 %**
Net Operating Income	**-$53,725.64**	**$4,236.09**	**-$57,961.73**	**-1268.28 %**
Other Income				
Other Expenses				
480600 Other Expenses				
480608 Montana Biological Weed Control	850.00	850.00	0.00	100.0 %
480602 Water Test Cost Share		450.00	-450.00	0.0 %
480606 Special Projects		2,436.09	-2,436.09	0.0 %
480609 Augusta FFA		500.00	-500.00	0.0 %
Total for 480600 Other Expenses	**$850.00**	**$4,236.09**	**-$3,386.09**	**20.07 %**
Total for Other Expenses	**$850.00**	**$4,236.09**	**-$3,386.09**	**20.07 %**
Net Other Income	**-$850.00**	**-$4,236.09**	**$3,386.09**	**20.07 %**
Net Income	**-$54,575.64**	**-$0.00**	**-$54,575.64**	

REPORT TO W. MT CONSERVATION DISTRICTS
OCTOBER 2026

My October report includes important reminders and updates. **As always, please review the CDB newsletter for additional updates and information.** If you are not receiving the CDB newsletter, please contact me and I will get you signed up.

Below is an update on the FY27 CDA grant agreements and payments. The FY27 P3 Grant Cycle 1 closes October 15. This report also includes revised Education Mini Grant reporting requirements, a reminder for CDs to submit copies of their Policies and Procedures for Operations to the CD Bureau, information about recent CD Bureau staffing changes, and MACD supervisor scholarships.

If your district has hired a new administrator, I am happy to schedule a DNRC onboarding meeting with them.
Please let me know if you would like me to attend a board meeting. I'm available via Zoom or, schedule permitting, in person.

FY27 CDA GRANT AREEMENT & PAYMENT UPDATE

- Payments for the FY27 CDAs are being routed to fiscal as I receive signed agreements.
- If you are having an issue with receiving or signing the agreements, please let me know and I will work with fiscal to get the agreements updated and re-sent if needed.

FY27 P3 CYCLE 1 GRANT APPLICATION CLOSES OCTOBER 15

- CDs may apply for projects starting next spring.
- Please review the grant guidelines for eligibility requirements.
- CDs can fill out a project development form and submit to me for review or call or email with questions.
- Make sure the P3 application is approved at a board meeting before submission.

EDUCATION MINI GRANT REPORTING UPDATE

- To simplify and make grant management more efficient for Education Mini Grants, quarterly reports are no longer required. Conservation districts only need to submit a final report, reimbursement request, and all required deliverables to close out the grant.
- Districts may still submit reimbursement requests throughout the grant term. To do so, please email me to request a reimbursement and reporting form through Submittable.
- Please let me know if you have any questions about your current Education Mini Grants and the progress reporting changes.

SUBMISSION OF DISTRICT OPERATIONAL POLICIES AND PROCEDURES

- In accordance with § 76-15-315(3), MCA, conservation districts are responsible for providing DNRC with documents of importance.
- Please submit a copy of the district's adopted Policies and Procedures for Operations to me so the CD Bureau can have them on file.
- If your CD does not have adopted Policies and Procedures for Operations, please review the Conservation District Model Operations Policies and Procedures document.
- If you have any questions about your district adopting new Policy and Procedures for Operations, please reach out to me.

CD BUREAU TEAM CHANGES

- The CD Bureau is experiencing staffing changes.
- Veronica Wolff – the previous CD Specialist for E. MT - has accepted the position of Rangeland Resources Program Manager.
- Mary Hendrix has moved into the E. MT CD Specialist position while continuing her role as the CD Water Reservations Coordinator.
- Nicole Hallsten has accepted the Helena-based CD Specialist position and will transition into that role in the future.
- I will continue to serve as the CD Specialist for W. MT with Mary Hendrix as the CD Specialist for E. MT as Nicole Hallsten transitions into her new position.
- Please let me know if you have any questions about these changes.

SUPERVISOR SCHOLARSHIPS FOR MACD CONVENTION

- The CD Bureau will again be offering supervisor scholarships for the MACD Convention. More information on how to apply for scholarships will be coming soon.

UPCOMING EVENTS AND DEADLINES

October 1: MACD Area 1 Meeting, *Glasgow*
October 6: MACD Area 4 Meeting, *Joliet*
October 7: MACD Area 2 Meeting, *Miles City*
October 8: MACD Area 6 Meeting, *White Sulphur Springs*
October 15: FY27 P3 Cycle 1 grant cycle closes, *Submittable*
November 4-5: MISC Summit, *Helena*
November 26: Thanksgiving Day
December 1-3: MACD Convention, *Fairmont Hot Springs*
December 2 or 3: DNRC FY27 P3 Cycle 1 Grant Hearings, *Fairmont Hot Springs*

Please let me know if you'd like me to attend a board meeting or schedule a new Administrator onboarding meeting. I'm available via Zoom or, schedule permitting, in person.

Catey Bauer |Conservation District Specialist
Conservation Districts Bureau, CARDD
Montana Department of Natural Resources and Conservation
1539 Eleventh Avenue, Helena, MT 59601
PHONE: 406-465-0948 EMAIL: **catey.bauer@mt.gov**

MRCDC
PO Box 118
Winnett, MT 59087

Phone: (406) 454-0056
mrcdc@macdnet.org
www.missouririvercouncil.info

October 1, 2026

Re: September MRCDC Coordinator Report

MRCDC Council Members, Partners, and District Administrators:

Happy fall, everyone! Here are the activities the Missouri River Conservation Districts Council (MRCDC) was up to during the month of September.

On the first day of September, we held our Quarterly meeting on zoom only. We had been planning to have it coincide with this year's River Rendezvous, but unfortunately, we had to cancel that for lack of attendees. During the Quarterly meeting, one of the topics on the agenda was the possibility for the additional Milk River Watershed Alliance CDs, Hill and Glacier, to be MRCDC members. There was minimal discussion as it was decided to see if there are any legal boundaries to doing so before proceeding further. This question was approved to look into by Petroleum County CD during their monthly meeting as well. There are a lot of things to still consider as we move forward with this concept. More to come for sure.

Several partners are continuing to spearhead the Woody Invasives Working Group (WIWG) effort, including MRCDC. We are continuing discussions regarding the future success and structure of the Working Group. We have begun planning for this fall's full Working Group meeting and looking at additional grants to apply to for funding. For now, the Invasives Species Action Network has taken the lead again, organizing the core group meetings and the logistics of the full Working Group meeting.

The last meetings of the Environmental Quality Council and the Water Policy Interim Committee (WPIC) before the 2027 legislative session were held this month. Recordings of these meetings can be listened to online if interested. Of particular interest was the Fox Hills Hell Creek (FHHC) Aquifer report done by the Montana Bureau of Mines and Geology (MBMG) to the WPIC. It was a very interesting report, and in summary, I would say backed concerns of head pressure decline of the Aquifer in many of the areas, but not all. No action was taken by the committee at this time, but good information was gained.

Other meetings I participated in or listened to over the month were the Petroleum County CD Board meetings, MRRIC MP2 Working Group meeting, and CEMIST's meeting.

If you have any questions or follow up about the report or anything MRCDC, I can be reached at 406-454-0056 and mrcdc@macdnet.org.

Sincerely,



Molly Masters
MRCDC Coordinator

COMING UP

October

5: Big Horn CD meeting
9: Molly out
12: Columbus Day, closed
13: Molly out
16: YRCDC meeting, Billings
21: MRRIC meetings
21: CEMIST meeting
27: MRCDC Exec. Committee-9:00am
28: PCCD Board meeting

November

4-5: MISC Summit, Helena
18: CEMIST meeting
24: MRCDC Exec. Committee-9:00am
25?: PCCD Board meeting
26: Thanksgiving, closed

TBD: WIWG Full Group meeting

December 1-3: MACD Convention, Fairmont Hot Springs

MONTANA
ADMINISTRATIVE
REGISTER

DEPARTMENT OF NATURAL RESOURCES AND CONSERVATION

NOTICE OF ADOPTION

MAR NOTICE NO. 2026-233.2

Summary

Amendment of ARM 36.17.610 regarding the criteria for ranking governmental and tribal renewable resource grant applications and adoption of NEW RULES 1 and 2 pertaining to the processing of grants involving conservation districts

Previous Notice(s) and Hearing Information

On June 5, 2026, the Department of Natural Resources and Conservation published MAR Notice No. 2026-233.1 pertaining to the public hearing on the proposed amendment and adoption of the above-stated rules in the 2026 Montana Administrative Register, Issue Number 11. The department held a public hearing on June 25, 2026, with both an in-person and telephonic option for participation. Comments were received by the July 6, 2026, comment deadline.

Final Rulemaking Action – Effective September 26, 2026

ADOPT AS PROPOSED

The agency has adopted the following rules as proposed:

NEW RULE 1 (36.32.101) DEFINITIONS

NEW RULE 2 (36.32.102) APPLICATION EVALUATION

AMEND AS PROPOSED

The agency has amended the following rule as proposed:

36.17.610 CRITERIA FOR RANKING GOVERNMENTAL AND TRIBAL RENEWABLE RESOURCE GRANT APPLICATIONS

Statement of Reasons

The agency has considered the comments and testimony received. A summary of the comments received, and the agency's responses are as follows:

Background
These new or amended rules are needed to follow current state law and to put the department's grant practices into clear, written rules. The department already administers these grant programs using written guidelines for each funding cycle, and this rulemaking is needed so those guidelines are clearly authorized in rule and aligned with the Montana Code Annotated (MCA). The amendment to ARM 36.17.610 implements House Bill 6 (2025) by allowing the department to award points for projects that are financially and technically feasible, and NEW RULES 1 and 2 establish the basic definitions and procedures the department will use so conservation district grants are administered in a consistent and transparent manner.

The grant application, review, and ranking process will remain consistent with past practices, but these rules require the department to maintain the minimum standards outlined in the rules to ensure that the guidelines are clearer and more transparent to the public. The rules require the department to provide guidance that is easy to find and understand, so applicants know the application deadlines, key definitions, and how projects will be ranked before they apply for grant funds. This helps applicants prepare stronger, complete applications and ensures the department and applicants are working from the same set of expectations.

Theme 1 – Need for rules vs. "may" authority

Comment 1: Several commenters stated that 76-15-530(4), MCA, provides that the department "may" adopt rules and argued that NEW RULES 1 and 2 are therefore not mandated or necessary and should not be adopted. Commenters asserted that the department should first address concerns about the current grants process through additional dialogue with conservation districts before placing new requirements in rule.

Response 1: The department agrees that the rulemaking authority is permissive. However, the department has determined that adopting rules governing how the department administers conservation district grants is reasonably necessary to align existing grant practices with statute, and to provide transparent, uniform standards for applicants and the public. Without rules, grantees may be subject to shifting or informal expectations rather than clear, enforceable standards. The current draft rules do not prevent the department from engaging with conservation districts. The rules establish a basic framework that supports ongoing communication and collaboration with conservation districts. The department will continue to

engage with conservation districts to improve grant administration but concludes that codifying this framework in administrative rule is an appropriate and necessary step at this time.

Theme 2 – Reliance on "published guidelines" and process for changes

Comment 2: Commenters expressed concern that the proposed rules rely heavily on "published guidelines" for application requirements, evaluation criteria, and ranking, without specifying who creates the guidelines and how those guidelines are developed, revised, or approved. Commenters noted that guidelines are not transparent and can change between grant cycles without formal public review, creating uncertainty and inconsistency for conservation districts. Several commenters requested a formal process for conservation district participation in guideline development and asked that substantial changes to guidelines be noticed well in advance of application deadlines, with some suggesting at least two months' notice and a goal of maintaining stable guidelines over a biennium.

Response 2: The department agrees that transparency and predictability in grant guidelines are important and appreciates the detailed suggestions. The department has determined that use of guidelines developed by DNRC staff will allow the department to provide more detailed, program-specific instructions and scoring information that would be practical to include in rule, and allow some flexibility to adjust to legislative direction, funding levels, and program needs. The rules specify that the guidelines will be "published," and the department intends to publish guidelines in a manner that they will be made readily accessible to applicants. The department agrees that mid-cycle changes to guidelines are not desirable; they will be avoided unless absolutely necessary. The department also intends to provide adequate notice of substantial changes to guidelines prior to each grant cycle so that conservation districts can review changes at their regular meetings and plan accordingly. While the department does not believe it is necessary or practical to fix guideline content in rule or to prohibit all changes within a two-year period, it will work toward greater stability in guideline requirements and will continue to seek input from conservation districts when updating guidelines.

Theme 3 – Advisory / stakeholder structures and conservation district participation

Comment 3: Commenters emphasized the importance of conservation district participation in grant governance and requested that the department establish a formal advisory structure, such as a standing committee of conservation district supervisors, Montana Association of Conservation Districts (MACD) leadership, and district administrators. Commenters noted that past structures, such as advisory councils, provided local perspectives and transparency in grant review, and asked that similar mechanisms be used to review draft guidelines, ranking criteria, and administrative procedures before each grant cycle. Some commenters expressed concern that the existing process does not provide sufficient opportunity for conservation district input. One commenter said that scoring of applications needs to be performed by persons other than DNRC CD specialists and that letters of support are scored too highly.

Response 3: The department disagrees. The Montana Legislature has charged the department with administering these grant programs and holding the department accountable for compliance with state law, funding conditions, and audit requirements. To meet these responsibilities, the department must retain authority for staff to review, score, and approve grants using statewide criteria. DNRC staff will continue to score applications based on the objective criteria established in rule and as further described in the guidelines. This includes scoring related to letters of support. Conservation district participation remains important in identifying local priorities and providing advisory input, and staff review and approval are necessary to ensure technical, financial, and legal consistency across applicants and to provide a clear line of accountability for the use of state funds.

Theme 4 – "Basis of need" and statutory alignment

Comment 4: Commenters raised concerns about the term "basis of need," noting that 76-15-530, MCA, requires distributions to conservation districts "on the basis of need" and that need has historically been interpreted in various ways. Commenters questioned how "basis of need" would be calculated, who would make the determination, what factors would be considered beyond mill levy exhaustion, and how differences in district size, responsibilities, and access to other funding would be recognized. Commenters requested that "basis of need" be determined by districts or defined in a way that aligns with statute, uses objective criteria, and is clearly explained in publicly available documents so districts can understand how financial need will be evaluated.

Response 4: The department agrees that the definition of "basis of need" must align with 76-15-530, MCA and must be applied consistently across districts. The department has determined that "basis of need" means the financial needs of the district, and that concept implies basic practical considerations such as the purposes that conservation districts are authorized to perform, available funding, and an applicant's past performance, as clarified by NEW RULE 1. Department staff will make these determinations based on this standard to ensure the standard is uniformly and objectively applied across all districts. Although the department will continue to seek input from districts on this topic, the department believes NEW RULE 1 is a step in the right direction towards providing a more transparent and consistent application of the "basis of need" concept.

Theme 5 – "Past performance" and potential for ongoing penalties

Comment 5: Commenters expressed concern about the use of "past performance" in evaluating applications. Commenters asked how past performance will be measured, how long negative past performance will affect applications, and whether districts could be "blacklisted" or face ongoing penalties even after correcting prior issues. Commenters noted that capacity limitations can both demonstrate need and contribute to grant management challenges and cautioned against using past performance to reduce an applicant's assessed need. Several commenters recommended that past performance be tied to objective compliance standards, that positive performance be recognized, and that negative past performance not permanently

bar districts from future funding. One commenter suggested past performance should be dealt with in the guidelines rather than in rule.

Response 5: The department agrees that past performance must be considered in a fair and objective manner. The department disagrees with the suggestion that NEW RULE 1 is a means for "blacklisting" districts or otherwise penalizing districts for noncompliance issues. The department has an obligation to ensure that entities receiving state funds manage those funds responsibly and comply with applicable requirements, including state and local government financial reporting and audit requirements. The department has determined that an applicant's successful or unsuccessful previous grant management performance may be relevant to their "need" for new support. The department does not permanently disqualify districts based solely on past performance issues. The department agrees that some types of performance issues in some cases may be evidence that a district requires support. The rule does not require the department to treat every situation exactly the same, but it does objectively allow the department to take past performance into consideration. The specific factors and their effect on eligibility, scoring, or award conditions will be described in further detail in the published guidelines so that applicants understand how past performance will be considered.

Theme 6 – Technical feasibility and innovative/demonstration projects

Comment 6: Commenters questioned how "technical feasibility" will be evaluated, particularly for demonstration or innovative projects involving grazing, soils, streams, or other practices. Commenters expressed concern that a strict interpretation of technical feasibility could disadvantage projects that test new approaches or rely on local knowledge and asked who will decide whether a project is technically feasible.

Response 6: The proposed amendments to ARM 36.17.610 are intended to implement House Bill 6. The changes affect how points are awarded but do not change the underlying criteria for technical feasibility. Technical feasibility is evaluated using the criteria described in ARM 36.17.610 and the relevant program guidelines, including adequacy of alternatives analysis, cost estimates, implementation schedules, and supporting technical information. The department disagrees that the rule changes would limit awards to only conventional projects or would otherwise prevent innovation or projects requiring local knowledge. Innovative projects may be found technically feasible when applicants clearly describe the methods, anticipated outcomes, risks, and monitoring or evaluation plans. Projects involving local knowledge can indeed be technically feasible. Technical review will be conducted by staff and subject-matter experts using the published criteria so that applicants understand how feasibility determinations are made.

Theme 7 – Consistency, predictability, and mid-cycle/mid-agreement changes

Comment 7: Commenters reported concerns about perceived changes in grant expectations during application, award, or reimbursement phases, including administrative requirements that were not clearly identified in guidance or grant agreements, combined application

processes for different funding sources with limited notice, and changes to grant agreements without mutual consent. Commenters requested that published requirements remain stable throughout each grant cycle, that evaluation criteria be applied uniformly, that application processes for different funding streams be clearly explained, and that changes to grant agreements not be made unilaterally.

Response 7: The department acknowledges these concerns and agrees that consistency and predictability are important for local governments administering grants with limited staff capacity. The department's intent in adopting these rules is to provide a stable framework for grant processing and to require that application and evaluation procedures be described in published guidelines before each grant cycle. The department will work to ensure that requirements described in guidelines and grant agreements remain consistent throughout a grant cycle and that any necessary changes are communicated clearly and, when they affect executed agreements, addressed through formal amendments agreed to by both parties. When multiple funding sources are administered through a combined application, the department will strive to provide clear and timely information about how those programs interact and what additional requirements apply. The department will also continue to refine internal procedures and staff training to ensure that evaluation criteria and administrative requirements are applied uniformly across applicants.

Theme 8 – Timing of notice and hearings

Comment 8: Commenters noted that the timing of the notice and hearing fell during a busy summer period when some conservation districts do not meet and that the hearing conflicted with other conservation district meetings and conferences. Commenters expressed concern that the schedule made it difficult for some districts to review the proposal and provide comments within the deadline. They requested that the commenting deadline be extended.

Response 8: The department appreciates these concerns and acknowledges that summer schedules and existing commitments can make participation in rulemaking more challenging for some conservation districts. The department provided stakeholders, including conservation districts, with multiple opportunities to participate in this process, beginning in July 2025 when the department invited stakeholders to informational meetings and workgroup sessions. The department also attended MACD area meetings to provide information, answer questions, and collect feedback. At the request of conservation districts the stakeholder comment period was extended for one month. The department remained in communication with stakeholders throughout the process encouraging public comment. The department provided notice and scheduled the hearing within statutory and administrative timelines and received comments from multiple districts and organizations, which have been fully considered. Although the department has decided not to extend the commenting deadline, the department will take the timing concerns raised in these comments into account when planning future rulemakings. Similarly, guideline rollouts will seek, where feasible, to avoid conflicts with major conservation district meetings and to provide sufficient time for local boards to consider proposed changes.

The department appreciates the thoughtful comments submitted by conservation districts, associations, and other interested persons during the public comment period. After fully considering all written and oral comments, the department has concluded that the proposed amendments to ARM 36.17.610 and adoption of NEW RULE 1 (36.32.101) and NEW RULE 2 (36.32.102) remain appropriate and reasonably necessary as noticed. The comments raised concerns about implementation, guideline development, and stakeholder participation, but did not identify changes that require revision of the proposed rule language. For these reasons, the department is adopting the rules as proposed.

Contact

Jamie Price, Rules Coordinator
(406) 444-6615
DNRCRules@mt.gov
Montana Relay: 711

Rule Reviewer

Jason Kampman

Approval

Amanda Kaster, Director

MACD's 2026 Convention will begin on Monday, November 30 with a pre-Convention workshop led by Ray Ledgerwood, followed by three days of partner and board meetings, timely and useful breakout sessions, and opportunities to connect with conservation district peers and other leaders in conservation from across the state!

Registration Options

Full Registration: $345

- Includes All Convention programming, including pre-convention workshop, both the MCDEO and MACD evening events, and all meals. (Does not include lodging or travel expenses).

One-day Registration: $125

Additional ticket- MCDEO Event (Dec. 1): $50

Additional ticket- MACD Banquet (Dec. 2): $60

Please note: prices will increase to reflect late registration fees on November 13, 2026

Registration is required for all attendees, including members of the MACD board, speakers, and sponsors. (Speakers and sponsors: you will receive an email with special registration instructions).

Please contact Lauren Smith (email: lauren@macdnet.org | call/text: 406-475-7529) if you have any issues or questions about registration.

Registration is now open for the 2026 Convention!

MACD's 2026 Convention will begin on Monday, November 30 with a pre-Convention workshop led by Ray Ledgerwood, followed by three days of partner and board meetings, timely and useful breakout sessions, and opportunities to connect with conservation district peers and other leaders in conservation from across the state!

REGISTER FOR THE 2026 CONVENTION

Registration Options

Full Registration: $345

- Includes All Convention programming, including pre-convention workshop, both the MCDEO and MACD evening events, and all meals. (Does not include lodging or travel expenses).

One-day Registration: $125

Additional ticket- MCDEO Event (Dec. 1): $50

Additional ticket- MACD Banquet (Dec. 2): $60

Please note: prices will increase to reflect late registration fees on November 13, 2026

Registration is required for all attendees, including members of the MACD board, speakers, and sponsors. (Speakers and sponsors: you will receive an email with special registration instructions).

Please contact Lauren Smith (email: lauren@macdnet.org | call/text: 406-475-7529) if you have any issues or questions about registration.

Monday, Nov. 30

Confirmed: ✅
Unconfirmed: ❌

Time	Room/Location	# people expected	Session/Content/Event
10 am (earlier?) - 12:30 pm	Hallway- Registration booth area	NA	Registration Opens
10:30 am - 11:30 am			✅ New Supervisor Training with Ray Ledgerwood
Noon - 5 pm	Combined Meadowlark/Cutthroat/Grizzly		✅ Ray Ledgerwood workshop
TBD			❌ Distillery tour [potential-Rayelynn still working on details]

Tuesday, Dec. 1

Confirmed: ✅
Unconfirmed: ❌

Time	Room	# people expected	Session/Content/Event
9 am - 2 pm [or whenever VF workshop starts]	Hallway- Registration booth area		Registration Opens
9:30 am - 12:30 pm			✅ MACD board meeting
9- 11 am			
			Potential: Dr. Harney- finding funding for your new project (follow up from Mon. training) 1 hr
Noon - 3 pm			✅ MCDEO meeting
2 - 3 pm			✅ Virtual Fencing Workshop- part 1 (panel of companies)
3 - 4 pm			✅ Virtual Fencing Workshop- part 2 (ranchers sharing experiences)
3 - 5 pm			CD Project Grant Application Hearings
4 - 6 pm			❌ Restoration Ecology & History tour with Ripple/Rayelynn (?) * weather dependent
4:30 - 5:30 pm			✅ Film & short presentation- "Restoring Resilience: The Miller Creek Story" - Missoula CD & partners - Missoula CD & Clark Fork Coalition (Rad & Gretchen) discuss partnerships & making the film

6 pm			✅ MCDEO dinner & awards (& murder mystery?)

Wednesday, Dec. 2

Confirmed: ✅
Unconfirmed: ❌

Time	Room	# people expected	Session/Content/Event
7 am - ?10:45 am (1st breakout session)	Hallway- Registration booth area	N/A	Registration Opens
7 am	Combined Meadowlark/Cutthroat/Grizzly	200 [all]	Breakfast
8:15 am	Combined Meadowlark/Cutthroat/Grizzly	200 [all]	Opening Ceremonies/Welcome (Steve H., Rayelynn)
9 am - 9:30 am	Combined Meadowlark/Cutthroat/Grizzly	200 [all]	NRCS & DNRC Updates
9:30 am - 10:30 am	Combined Meadowlark/Cutthroat/Grizzly	200 [all]	Partner Reports: • EO • Envirothon • Brian Wilson, MCC • MRCD? • YRCDC? • Others? • CEMIST
10:30 am - 10:45			Break- 15 mins

am			
10:45 am - noon			Breakout Session 1: Stream Dynamics- Beau Downing ✅
10:45 am - noon			Breakout Session 1: Cindy Frank & Dawson Co. want to speak about the Ordinance 2026-01 done this year: "My Board of Supervisors think it would be a good thing to openly talk about the process we had to do to get it on the June 2026 county ballot, the ordinance pertains to alternative energy limits"
10:45 am - noon			Breakout Session 1: IWJV Fuels Reduction Tool - Teagan Hayes
10:45 am - noon			Breakout Session 1: ✅ MT Bureau of Mines & Geology, advertise opportunity for new study recommendations- Ginette Abdo
Noon - 1 pm	Combined Meadowlark/Cutthroat/Grizzly	200 [all]	Lunch
1:00 pm - 2:30 pm			Breakout Session 2: Flood Irrigation to enhance groundwater recharge & summer flows- Valerie Kurth (DNRC), Bruce Thomas (producer), John Lunzer (DNRC) ✅
1:00 pm - 2:30 pm			Breakout Session 2: MT Dept of Labor & Industry ✅
1:00 pm - 2:30 pm			Breakout Session 2: Data Centers- Kayla Lappin ✅ & Dr. Bob Morris ✅ - and someone else to speak to environmental side
1:00 pm - 2:45 pm			Breakout Session 2: MCC Drought Resiliency- Autumn Holzgen ✅
2:45 pm - 3 pm			Break- 15 mins
3 pm - 5 pm	Combined Meadowlark/Cutthroat/Grizzly	200 [all]	MACD Resolutions and Policy Subcommittees- facilitated by Valoree Althoff, parliamentarian

5 pm	Combined Meadowlark/Cutthroat/Grizzly	200 [all]	State Leadership Address
5:30 pm	Combined Meadowlark/Cutthroat/Grizzly	200 [all]	MACD Awards & Banquet

Thursday, Dec. 3

Confirmed: ✅
Unconfirmed: ❌

Time	Room	# people expected	Session/Content/Event
7am	Combined Meadowlark/Cutthroat/Grizzly	200 [all]	Breakfast
8:30 am - 9:30 am	Combined Meadowlark/Cutthroat/Grizzly	200 [all]	Keynote: Montana Constitution Roadshow - Rylee Sommers-Flanagan & Charlie McWeeny ✅
9:30 am - 11	Combined Meadowlark/Cutthroat/Grizzly		MACD Business Meeting (1.5 hr)
11- noon			
Noon - 1 pm	Combined Meadowlark/Cutthroat/Grizzly	200 [all]	Lunch
1-2 pm			Breakout Session 3: Grant Advisory Group Initial Meeting (*if resolution passes*)
			Breakout Session 3: 310 permit training- Hailey Graf
			Breakout Session 3: Valoree Althoff, parliamentarian/facilitating meetings speaker ✅
			Breakout Session 3: Gilly

			15 min break???
2:00 pm - 3 pm			Breakout Session 4: CD Bureau Listening Session or Training
			Breakout Session 4: Ripple- Robert Pal & Sam Klusmeyer–Low Tech Restoration for Landowners ✅
			Breakout Session 4: Frog Creek Partners–*Gutter Bin Stormwater Solutions*
			Breakout Session 4: Legislative committee meeting
	Does not need room unless weather bad		Breakout Session 4: Afternoon field trip: Brian Bartowiak, NRDP- Phase 7 [pull description from email; with DEQ] ✅
			MACD Board Meeting
3 pm - 3:30 pm			
3:30 pm- 5 pm			Listening Sessions and Office Hours: Gilly Office Hours ✅
			Office hours: Dr. Harney
			Potential- CD Bureau listening session ½ hour
			Potential- EO listening session ½ hour
			Afternoon field trips- Ripple field trip (continuation of breakout session)

District Administrator Report

Oct 8, 2026 Board Meeting

Executive Summary

The following table provides a high-level status of primary district activities for the current reporting period. Detailed project updates and administrative notes follow on the subsequent pages.

Category	Status	Key Action Items
Financials	Complete	July payroll taxes paid; MPERA processed for July; Grant Applications are in progress. Quarterly financials are done.
Governance	Ongoing	Minutes filed; job descriptions in review.
Outreach	In Progress	MACD website transfer is in progress.
Programs	Planning	Winter speaker series is being planned for Tuesday evenings in February.
Personnel	Active	Weekly staff training.

Operational Updates

District Governance & Records

- Minutes & Filings: All approved June minutes have been successfully filed with the DNRC and the County. They are also available for public viewing on the district website.
- Records Management: We are currently awaiting a response from the Records Disposal personnel regarding pending disposal requests.
- Procedures Manual: The manual is substantively complete. Final efforts are focused on determining the most effective document format for long-term staff use. There are a few procedures still in draft form for things that are only done once a year.

Technology & Outreach

- Website Migration: MACD has confirmed our inclusion in their multi-site platform. Transfer of the website is in progress. Once migrated, the member-only portal will be completed.
- Digital Organization: Work continues on streamlining the Administrator Google Drive to improve file accessibility and long-term organization.
- Instructional Content: Development has begun on WordPress "how-to" guides to assist staff with future website maintenance. This will also benefit other CD employees whose districts have a website on the MACD multi-site.

Financial & Grant Management

Payroll & Compliance

- Tax Liabilities: Payroll taxes for August have been fully reconciled and paid.
- Retirement Contributions: MPERA payments for September were processed according to schedule.
- Training: training is currently focused on completing payroll activities.

Grant Reporting

- Upcoming Deadlines: Board members and staff are reminded that several major grant reports are due by October 15. Preparation for these filings will begin next month.

Grant Applications

- No word as of yet on the potential federal grant funds for Threemile Dam.
- Our Pollinator grant (education grants) for 2027 has been approved.
- The Gehring Project grant application is still in its preliminary stages
- The Feathered Pipe Ranch grant application–Submitted. Waiting on a couple of support letters.
- CDA 2027 Grant-This grant will be larger than normal, with higher amounts per 310 permit, as well as an addendum which will add an additional $7000 for employee overlap expenses.

Personnel & Training

Staff Development

- As noted in the agenda, I have decided to move my retirement date from December 2027 to June 30, 2027. We found out that we’re in a better financial position than we had thought, which is what prompted the change.

- I plan to begin advertising the new position in January/February, with the hope of a start date no later than May 19th. I plan to do some intensive training once we hire, with breaks for the 1st week, then have Joe do some intensive training for the new person week 2, with less intensive follow ups week 3 and 4. Then weeks 5 and 6, I will work mostly from home but will be available for questions and with check ins with both periodically.
- Joe and I meet at least once a week to assess transition concerns and training. We are specifically training on critical District related tasks regarding financial and other “keeping the lights on” activities.
- Role Definitions: Jeff has made an initial decision, pending board approval, to shift the staffing structure to a “collaborative” structure with extensive cross-training for both employees. He would like to at least trial Joe being the work assignment decision maker. The Board will need to determine if their “Personnel Person” is doing supervision of both employees, or if Joe will supervise my replacement.

Community Education & Programs

Future Workshops

- Speaker Series: A draft list of potential experts and topics for a winter/spring multi-night speaker series is currently being compiled. Kremer-Herman will take the lead on planning this series.
- Pollinator 2027 will be advertised in the January newsletter with a link to the sign up sheet, and updated materials as we determine the final seed mixes with the supplier. We will also advertise the planned April/May pickup days in Helena, Lincoln, and Augusta in the January and April newsletters.

Monitoring Items

- Planning Board: We are continuing to monitor proposed changes to local planning board structures and will update the board as developments occur.

Committee Work

- MACD Training Work Group: Monthly meetings continue. A draft "Welcome" document for new Supervisors is in the final stages of review.
- Convention Planning: Participation in the statewide convention planning group is ongoing to ensure District representation in the agenda. The Employee Organization is working on the auction planning, and Area 6 Employees will be combining items for a “fly fishing” package, along with some other items.

Common tansy (*Tanacetum vulgare*)

By Jane Mangold, Montana State University Extension Invasive Plant Specialist


Photo: Matt Lavin, Flickr

Introduction Common tansy (*Tanacetum vulgare*) is a perennial forb in the Asteraceae family. It was intentionally introduced to North America for medicinal uses by early European colonists. Despite its long history of use, it can be a problem in pastures and along roadsides, fence lines, ditches, and stream banks.

History and Distribution Common tansy has one of the most interesting histories of any of Montana's noxious weeds. The first records of common tansy cultivation are from the ancient Greeks who used it for a variety of ailments. Swiss Benedictine monks used common tansy as a treatment for intestinal worms, rheumatism, fevers and digestive problems. It's been used as an insect repellent from the Middle Ages to modern times. Due to its preservative properties, common tansy was used in colonial America for packing meat and other perishable goods (see "Story from the Field" below for a good Halloween tale). By the 1800s common tansy had escaped cultivation and could be found growing throughout the northeastern U.S. In 1912 it was reported as far west as Kansas, and it was first found in Montana in 1931.


Photo: Matt Lavin, Flickr

Identification and Biology Common tansy has flat-topped clusters of small, button-like, bright yellow flowers that blossom in late summer. Pinnately compound leaves are feathery and fern-like and dotted with glands. Stems of common tansy may be reddish in color, and plants typically grow three to four feet tall. Common tansy is rhizomatous, occurring in dense clumps. Roots mainly grow within the top two feet of soil, which is relatively shallow, and may contribute to common tansy being competitive for water and nutrients. Its strong menthol or camphor-like scent can also help with identification.

Management Preventing spread and promoting desired vegetation are helpful tactics for limiting common tansy. Mowing or hand pulling are marginally effective. Mowing during flower bud stage will limit seed production and reduce the risk of spread. Herbicides for common tansy include those containing the active ingredient metsulfuron (e.g., Escort® XP) or chlorsulfuron (e.g., Telar® XP). A high quality, non-ionic surfactant should be used to help the herbicide penetrate plant tissue. There are no biological control agents for common tansy. Targeted grazing is not often used due to palatability issues, and alkaloids in plant tissues that are toxic if consumed in large quantities.

(Halloween) Story from the Field The genus *Tanacetum* is derived from the Greek word *athanotos* which means "without death" or immortal. Common tansy was frequently used for funeral shrouds and wreaths in early America. In 1668 the first president of Harvard University was buried wearing a common tansy wreath in a common tansy lined coffin. When his grave was moved after 200 years, the tansy wreath still retained its color and scent.

For more information on common tansy, read the MSU Extension MontGuide Common Tansy.

The U.S.D.A., Montana State University and Montana State University Extension prohibit discrimination in all of their programs and activities on the basis of race, color, national origin, gender, religion, age, disability, political beliefs, sexual orientation and, marital and family status. Issued in furtherance of cooperative extension work in agriculture and home economics, acts of May 8 and June 30, 1914, in cooperation with the USDA, Cody Stone, Director of Extension, Montana State University, Bozeman, MT 59717.