**Regular Meeting**

**THURSDAY May 1st, 2025 – following Weed District Mtg**

**Snively Law Office – Hardin, MT**

**802 West Third Street**

1. **Call to Order:** The Big Horn Conservation District meeting was called to order by Chairman Steve Schanaman at 1:18 p.m. at the Snively Law Office. Vice Chairman Phillip Miller, Treasurer Dan Lowe and supervisor Roy Neal and Associate supervisor Bill Hodges were also present. Bill Hodges will be taking the minutes. Also present was NRCS Representative Seanna Torske and BHCD Admin Kylie Shumway.
2. **Public Comment:** As there was no response to call for public comment, the chairman proceeded with the meeting.
3. **Approval of Minutes:** Roy Neal motioned to approve the April minutes with the correction of adding his name. Phillip Miller seconded the motion; as there was no opposition or further discussion, the motion carried.
4. **Officers’ Report:**
	1. Treasurer
		1. Dan Lowe presented the following bank balances: County Mill Levy Account $64,238.72, FIB Checking Account $22,134.22, WIS Account $84,408.95 and the Certificate of Deposits $16,790.70.
		2. Dan Lowe motioned to approve the following bills for payment:
			1. Cincinatti ins Liability $65.00
			2. IRS Unemployment taxes $858.95
			3. REA St. Xavier Power $40.00
			4. UI Contributions Unemployment Ins $85.93
			5. Stacey Baumann Accounting $390.00
			6. Verizon Hardin Station WiFi $349.00
			7. Rain Away Contracting $605.00
			8. Bill Hodges AIS Supplies $789.25
			9. MSF Payroll Taxes $1059.00
			10. Kylie Martin Wages $
			11. Kevin Shumway Tree Sale Mileage $153.10
			12. Western Energy Hardin Power $18.00
		3. The motion was seconded; as there was no opposition or discussion, the motion carried.
5. **Board and committee reports:**
	1. Conservation District Bureau *– included in packet*
6. **New Business:**
	1. Field Report
		1. Seanna Torske presented the NRCS Field Report. Positions have been lost in the national reduction program and they are still in a hiring freeze.
	2. Printer Quote
		1. Kylie Shumway presented a quote for leasing to own a printer from Western Office Equipment rather than the board buy their own. It was unanimously agreed to go this route, particularly because it comes with all maintenance.
	3. Office Keys
		1. It was agreed the Steve Schanaman (Chairman), Phillip Miller (as St. Xavier Site Lead) and Bill Hodges (as Hardin Site Lead and lawn maintenance) will receive a key.
	4. AIS 2025 Update
		1. Potential opening for the Fly Creek Rest Area is still undetermined. Landscaping has been completed by Dick Anderson, and our water cistern will hold 5000 gallons. Technology is up and running and the Hardin Station is currently holding an average of 14 boats per day. Shed construction is complete.
		2. St. Xavier Opening
			1. The St. Xavier Station will open on April 27th due to a scheduling confliction. Approval was passed for Roger Watson to bring gravel to the St. Xavier station.
		3. Fast Pass Meeting
			1. Kylie Shumway and FWP Area rep will visit Fort Smith on May 6th to discuss updates with the guides.
	5. Signatures
		1. CDA Admin Grant – signed. Kylie Shumway will submit.
	6. MT Biological Weed Control
		1. Funds were requested for outreach assistance on a forestry project. Andrea Barry was no present for clarification. $300 was approved.
	7. HPS 17H&1 Patron Day
		1. Participation from the board was requested.
7. **Old Business:**
	1. Fly Creek Update
		1. Kylie Shumway and Crystal with Pheasants Forever gathered spring samples on April 23rd.
	2. Tree Sale Update
		1. Kylie Shumway was unable to gather final numbers. A proper update will be given at the May meeting.
	3. Big Horn River Restoration update
		1. The 12 sites for the Big Horn River Restoration project have been completed. The Big Horn River Alliance sent an update for review, and Kylie Shumway will send over the completion form for signing.
8. **Other Business:**
	1. Mailbox
		1. Kylie Shumway will look in a locked mailbox for outside of the building.
9. **Public Comment: As there was no public comment, Chairman Steve Schanaman adjourned the meeting at 3 p.m. The next BHCD meeting will be held on Thursday, June 5th at the new office location, the Snively Law Office at 1 p.m.**