

# Park Conservation District

5242 Highway 89 South Livingston, MT 59047  
O: (406) 946-3007 C: (406) 223-1048 E: parkcd@usda.gov

## BOARD MEETING: MINUTES

April 1, 2025 – 11:00 am

USDA Conference Room, 5242 US Hwy 89 S, Livingston, MT 59047

**BOARD MEMBERS PRESENT:** Dustin Homan, Ned Zimmerman, Dave Haug, Martin Davis, Jamie Lannen.

**NON-BOARD MEMBERS:** Kelly Arterburn, PCD Administrator; Ashley Lowrey, Watershed Coordinator; Nate Brown, NRCS; Halle Nienhaus, MT Freshwater Partners; Ashton Bunce, MFP; Scott Opitz, FWP; Mike Duncan, FWP, Montana Caise, MT Farmer's Union, Jeremy May, Headwaters Engineering.

**\*automatic no votes for Board members not present.**

1. **11:00 am - Call the Regular Park CD Board Meeting to Order – Dustin Homan, Chair**
2. **310 Applications: Inspection Reports, Discussion and Board Decision:**
  - A. **PK-14-25**  
**Smith Creek, 33 Hill Road, Wilsall. 46.1708, -110.5547.**  
Jeremy May. Extensive creek enhancement project, with proposed realignment to reduce erosion and improve habitat.  
FWP – not much sinuosity, proposal to redirect stream into old channel, suggest salvaging native willows. PCD – good design, will improve habitat.  
**\*Jamie made a motion to approve with modifications: 1) no instream work to be done from May 15<sup>th</sup> through runoff, and 2) it is recommended that you salvage native willows to re-plant within the inset floodplain. Ned 2<sup>nd</sup>. Motion carried (5-2).**
  - B. **PK-15-25**  
**Pine Creek, 158 Pine Creek Rd, Livingston**  
Martha Miller. Remove rock and debris from the streambed. FWP – natural berm by house. PCD – need to remove Cottonwood and some rocks.  
**\*Martin made a motion to approve with modifications: 1) the 15-day waiting period was waived, 2) no instream work to be done from May 15<sup>th</sup> through runoff, 3) selective removal of debris, including the dead tree, 4) debris to be placed outside of the floodplain, and 5) no work is allowed in the active stream channel. Dave 2<sup>nd</sup>. Motion carried (5-2).**
3. **Reserved Water Applications – Reports, Discussion and Board Decision:**
  - A. **PA 2301**, West Creek Ranch, LLC. –  
March 6, 2025 notification from DNRC, Park 606-CD change application for 43B-30164489 is correct and complete. The Department will issue a Draft Preliminary Determination by May 6, 2025.
4. **Public Comment - none**
5. **Treasurer's Report and Financial Items**
  - A. Approval of Checks, Financial Reports, P&L, Balance Sheet, Timesheets.
  - B. Supervisor reimbursement forms
  - C. Checks: CEM Bookkeeping, Glatfelter Policy Premium 4 of 4
  - D. Grant Invoices**\*Ned moved to approve, Dave 2<sup>nd</sup>. Motion carried (5-2).**
6. **Minutes – March 4, 2025 Minutes**  
**\*Jamie moved to approve the minutes, Ned 2<sup>nd</sup>. Motion carried (5-2).**

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7. New Business

- A. MT Freshwater Partners – request for LOS for two DEQ 319 applications:  
Bangtail Creek – reestablish riparian vegetation, install riparian fencing and water gaps.  
Capacity Funding – help administer projects in the Shields.  
**\*Ned made a motion to write a Letter of Support for each application, Jamie 2<sup>nd</sup>. Motion carried (5-2).**
- B. Watershed Coordinator – interview dates selected, written contract needed, proof of car insurance .
- C. Office purchases – chairs, printer/ scanner, Dell docking station  
**\*Jamie made a motion to approve office purchases up to \$1,000, Ned 2<sup>nd</sup>. Motion carried (5-2).**
- D. PCD Personnel Policy  
**\*Ned moved to approve, Dustin 2<sup>nd</sup>. Motion carried (5-2).**
- E. PCD Adopted Rules  
**\*Jamie moved to approve, Dave 2<sup>nd</sup>. Motion carried (5-2).**
- F. PCD Strategic Plan & Annual Work Plan  
**\*Jamie moved to approve, Dave 2<sup>nd</sup>. Motion carried (5-2).**
- G. DNRC CD Administrative Grant FY26 - MACD annual dues supplement, 310 reimbursement, and administrative funding.  
**\*Ned moved to approve grant application and sign authorizing statement, Dustin 2<sup>nd</sup>. Motion carried (5-2).**

8. Old Business

- A. **PK-01-23, Soda Butte Creek**, 279 Bannock Trail, Cooke City, Michael & Michelle Rosengren. EPA Clean Water Section 404 enforcement. *No update.*

9. Planning & Development Board Update– *Dustin Homan. No update.*

10. NRCS Update – *Nate Brown*

Approved to move forward with some applications, about one month behind schedule due to delays, NWQI fund have not been used. Anticipate restructuring to NRCS coming. New USDA Building update – request to be annexed into the City. RCPP funds are frozen.

11. Watershed Business:

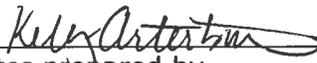
Actively working through applications and hiring process. Will schedule committee meetings after the role is filled.

12. Conservation District Updates

Gilly update, Stillwater CD – news articles, DNRC Public Info Request regarding CMR Ranch.

13. Adjourned 2:30pm

  
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 Minutes approved by Date

  
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 Minutes prepared by Date