

**EAST CASSIA SOIL AND WATER CONSERVATION DISTRICT
DRAFT MINUTES – March 2021 BOARD MEETING
Masonic Lodge Burley
April 6, 2021 at 1:00 p.m.**

Place: Masonic Lodge Burley
Date: April 6, 2021
Time: 1:00 p.m.
Presiding: Mark Webb

Supervisors Present

Mark Webb – Chairman
Steve Ward – Vice Chairman
Hannah Sanders – Member

Employees and Agency Representatives:

Rachelle Osterhout, Administrative Assistant
Doreen McMurray, I&E Specialist
Melanie Nebeker, TA2020
Carolyn Firth, ISWCC
David Mabey, NRCS, by Virtual Zoom

Supervisors Not Present:

Ken Woodworth – Treasure
Rob Cottle – Member

ACTION ITEMS

- I. **Meeting called to Order by:** Mark Webb Called meeting to order at 1:17 pm
- II. **Changes to Agenda:** TA 2020 title correction. Steve Ward moved to approve Hannah Sanders seconded
- III. **Minutes for previous meeting – February 2021 Minutes – Hannah Sanders moved to approve Minutes of previous meeting. Steve Ward seconded. Motion Carried.**
- IV. **Treasurer’s Report: Steve Ward read treasurer’s report, reviewed and discussed. Steve Ward moved to approve Treasurer’s Reports for February and pay all bills. Hannah Sanders seconded. Motion Carried.**

ACTION ITEMS

V. OLD BUSINESS –

1. Doreen submitted **5 Year & Annual Plan**. It has been submitted and received by ISWCC

VI. NEW BUSINESS

1. Calendar Events:

- a. **Next Board meeting – Tuesday May 4, 2021 @ 1 pm at the Masonic Lodge Burley was approved**

2. Supervisor’s Report:

- b. **Memorandum of Agreement with NRCS-** The board discussed waiting until we are able to move fully time back into our office. They expressed it is best to go back to office so agencies can work together again. Melanie’s time is 80% to the NRCS and 20% District time with the grant. The work she has been helping with has been fulfilling our 20%.
- c. **FY 2022 Budget-** The fiscal year dates are from July 1, 2021 to June 30, 2022. Going forward it was discussed to make the budget report match the Quick Books report. Steve Ward motioned to adjust the upcoming FY2022 Budget report to match Quick Books. Hannah Sanders seconded the motion.

3. Office items –

- a. **Computer Update-** Rachelle presented a quote from Thompson Tech (a local company). She emailed Greener Valley Computer and they never responded. She also gathered a few computer price quotes from Best Buy online. Rachelle and Doreen expressed convinces of local tech support and supporting our local businesses. Steve Ward motioned to purchase the computer from Thompson Tech quote. Hannah Sanders seconded the motion.

- b. **Sign for Office Door-** Our temporary office needs a sign so visitors can find us at our new temporary location. We would like to reuse the sign in the future for tabletop displays and any other future uses. Steve Ward motioned to purchase the sign. Hannah Sanders seconded the motion.

4. **Admin Report –**

- a. **TA2020 –** Melanie Nebeker report- She has been working on 24 schedule letters, 2 active high tunnels. With Hayden leaving Melanie has picked up some of his work: FSA reviews- compile digital and hard copies, 5 different maps, highly erodible lands both Minidoka and Cassia. Root audit work- Equip contracts up to date. Melanie and Rachelle have been working together to get TA 2020 reports completed and submitted on time.
- b. **Tree Sales-** Seedlings will be arriving between April 20- 22. If anyone is available to help that would be great
- c. **IDEA Dues-** \$60 to IDEA (Idaho District Employee Association) for one employee
- d. **Other-**
 - 1. **Land Judging (LSEE) -** April 15, 2021 Zoom meeting @ 4pm. Rigby was the top team. Nationals was canceled due to Covid. They are wondering if the money could still be used and split it between the seniors? Doreen will prepare information to present to state committee and serve as Admin taking minutes.
 - 2. **NRC-** Camp Canceled again 2021 due to covid.
 - 3. **TA Requests-** Soil Sample Funding- Carolyn has prepared TA requests. Doreen has submitted the request to Commission.

VII. **AGENCY REPORTS**

ISWCC Update: Carolyn Firth updated the district on funding. Commission will provide TA assistance for the “Soil Your Undies” project which will include burying Bury underwear in mid-June and dig them up for evaluation eight weeks later. Commission will provide TA assistance for the soil sampling projects. They will also be doing the Deep Soil Sampling but only in West Cassia.

NRCS Update: David Mabey report- Covid restriction updates: April 12th public can start entering office by appointment only, 1 person at a time. 50% of employees can be in the office, three in Burley office and one in Rupert office.

The Meeting Adjourned at 2:48 pm.

Respectfully submitted by Rachelle Osterhout