

**EAST CASSIA SOIL & WATER CONSERVATION DISTRICT  
MINUTES – May 5, 2026 BOARD MEETING**

**Place:** NRCS Office, Burley, ID  
**Date:** May 5, 2026  
**Time:** 12:00 PM  
**East Cassia Presiding:** Rob Cottle

**East Cassia Supervisors Present**  
Rob Cottle- Chairman  
Kurt Heward- Vice Chairman  
Ken Woodworth- Treasurer  
Hannah Sanders- Member  
Brogan Higley- Member

**District Employees and Agency Representatives:**  
Rachelle Osterhout- Admin  
Doreen McMurray- I&E Specialist  
Carolyn Firth- ISWCC  
David Mabey- NRCS

**Not Present:**  
Mark Webb- Associate Member  
Steve Ward- Associate Member

**ACTION ITEMS**

- I. **Called Meeting to Order:** Chairman Rob Cottle called the meeting to order at 12:12 PM
- II. **Changes to agenda:** No changes
- III. **Approve minutes of previous meeting:** February 2026 Minutes – Hannah Sanders moved to approve the minutes of the February 2026 meeting. Brogan Higley seconded the motion. Motion Carried.
- IV. **Treasurer’s Report:** Hannah Sanders presented the February, March and April 2026 Treasurers Report (Transaction Detail). Kurt Heward moved to approve Treasurer’s Report as presented. Brogan Higley seconded the motion. Motion Carried.
- V. **Calendar of Events:**
  1. **Next Board Meeting:** June 2026 Following Award Banquet
  2. **Mid-Snake RC&D:** June 12, 2026 11:00AM to 1:00PM
  3. **ISWCC Survey:** Due July 31, 2026
  4. **IASCD Conference:** November 17-19, 2026 University Inn, Moscow, Idaho

**VI. NEW BUSINESS**

1. **Natural Resource Camp Reimbursement:** Doreen McMurray updated the board on applications that have been received and those the district anticipates receiving. The cost to attend the camp increased to \$310.00 per child. Ken Woodworth made the motion to increase the 2026 budget to \$620.00. Kurt Heward seconded the motion. Motion carried. The East Cassia Board tabled making a decision until the next meeting, when all applications have been received.
2. **Scholarship Review:** The East Cassia SWCD Board received one scholarship application. Ken Woodworth made the motion to award Luke Gardiner a \$1,000.00 scholarship. Hannah Sanders seconded the motion. Motion Carried.
3. **Awards Banquet:** East Cassia SWCD will continue to combine for the awards banquet in June 2026 with Minidoka and West Cassia SWCD. The Board discussed individuals they would like to honor. Hannah Sanders made the motion to recognize Cami Schumann, from Raft River High School, as Ag Teacher of the Year and Cleve Smith as Farmer of the Year. Kurt Heward seconded the motion. Motion Carried.
4. **East Cassia 70<sup>th</sup> Birthday:** The East Cassia board discussed celebrating 70 years as a Soil Conservation District. They would like to have cupcakes at the September 2026 meeting. Hannah Sanders made the motion to budget \$500 or less to purchase handouts to be used at the Awards Banquet and the Cassia County Fair. Kurt Heward seconded the motion. Motion Carried.
5. **ISWCC Survey:** The East Cassia Board reviewed the survey questions and complete the survey. Rachelle Osterhout will submit it to ISWCC.
6. **Local Government Registry:** The Local Government Registry Report is due July 1, 2026. Rachelle Osterhout will be compiling and entering the required information to ensure the report is submitted by the deadline.
7. **Other:**

- **Employee Contract Payment:** Rachelle Osterhout informed the board that payment for Contract Administration services will be made to West Cassia in June 2026. West Cassia will also submit payment to East Cassia for Contract Information and Education services in June 2026.
- **2026 Tree Sale Update:** Rachelle Osterhout provided an update on the 2026 Tree Sale. We sold more seedling trees this year than last year and generated higher revenue. There were two orders that received shorted bundles; refunds have been issued. We have received the Lincoln Oaks statement and are awaiting the Schumacher Nursery statement. Once both statements have been paid, one-third of the profits will be distributed among the East Cassia, Minidoka, and West Cassia SWCDs.  
Kurt Heward made a motion that, beginning in 2027, the Districts will be compensated \$250.00 per supervisor or associate supervisor that assists with the seedling bagging. The remaining funds raised will be divided equally among East Cassia, Minidoka and West Cassia SWCDs, with each district receiving one-third of the funds. Ken Woodworth seconded the motion. Motion Carried.

## VII. OLD BUSINESS

1. **LGIP:** Rachelle Osterhout transferred the CD funds from the checking account, to the LGIP account. She will provide updated statements as they become available.

## VIII. AGENCY REPORTS/ REQUESTS

1. **NRCS:** David Mabey shared the NRCS update. Applications are in the final stages of completion and will soon be ready for ranking. The total funding amount has not changed; however, funds are expected to be distributed evenly among the areas in Division IV.  
The Local Work Group will meet in November or December this year. The East Cassia Board expressed interest in meeting as a Division. Details regarding funding and facilitation of this meeting will be determined at a later date.
2. **ISWCC:** Carolyn Firth shared the Commission update. The Commission has had a few staffing changes. The merge between the ISWCC and the IDWR has passed the Legislature and signed by the Governor. There will be three concurrent processes to finalize the process of the merger. Carolyn shared a more detail overview of what to expect over the next year.

**Adjourn:** Meeting adjourned 2:13 PM

*Minutes respectfully submitted by Rachelle Osterhout.*