

EAST CASSIA SOIL & WATER CONSERVATION DISTRICT
February 2023
DRAFT MINUTES – February 7, 2023 BOARD MEETING

Place: Burley NRCS Office
Date: February 7, 2023
Time: 1:00 p.m.
Presiding: Rob Cottle

Supervisors Present
Rob Cottle – Chairman
Steve Ward- Vice Chairman
Ken Woodworth- Treasurer
Mark Webb- Member
Hannah Sanders- Member
Supervisors Not Present:

Employees and Agency Representatives:
Rachelle Osterhout, Admin
Doreen McMurray I&E Specialist
Melanie Nebeker, TA2021
Dinah Rainey- NRCS
Carolyn Firth- ISWCC

ACTION ITEMS

- I. East Cassia Board Meeting called to Order by:** Chairman Rob Cottle at 1:12 PM.
- II. Changes to agenda:** No Changes
- III. Approve minutes of previous meeting:** Ken Woodworth moved to approve the minutes for the January 2023 meeting. Mark Webb seconded. Motion carried.
- IV. Treasurer’s Report:** Ken Woodworth presented the January 2023 Treasurer’s Report. Ken Woodworth made the motion to accept the January 2023 Treasurer’s Report and pay bills. Mark Webb seconded. Motion carried.
- V. Calendar of Events:**
1. **Division IV Spring Meeting:** March 2, 2023, McGregor Building, Rupert Idaho
 2. **Request for County Funding:** March 6, 2023, 9:00 AM
 3. **Next Board Meeting:** March 6, 2023 after Commissioners’ Meeting
- VI. AGENCY REPORTS/ Requests**
1. **NRCS Update:** Dinah Rainey shared the NRCS update. She shared a flyer with information about a soil health workshop in Idaho Falls February 8, 2023. They have been busy working on new EQIP applications. They have between 23 to 25 applications. There have also been 3 new CSP applications, they are new producers. They have also been working on proposals for ditch projects. They have had seedling tree sale orders coming into the office. NRCS now has more engineering help. There are still many job openings in the NRCS.
 2. **ISWCC Update:** Carolyn Firth shared that Dewlym Trefz is in Boise giving presentation to the Legislative Committees. She will email a link for those that would like to watch the meetings. 5 year and Annual plans are due March 31, 2023. Carolyn has began working on the Chatburn project for WQPA funds. She has also been working on the Almo Ditch project.
 3. **TA 2021 Update:** Melanie Nebeker has been working on the Chatburn project for the deadline that is approaching. Her access has been limited, however she is helping where she still has access. Trec Reid will be taking over her job duties. Her last day is February 14, 2023. Melanie will also be helping submit her final reports for the TA Grant.
- VII. OLD BUSINESS**
1. **Office Space Reimbursement Update:** Bob Kunau has been out of town. Rachelle Osterhout will be visiting with him before the County Commissioners meeting March 6, 2023.
 2. **Budget Update:** Rachelle Osterhout presented the budget to the board needed to review and update the Gross Payroll and Employer Taxes on the budget to reflect the recent pay raises of employees. Ken Woodworth made a motion to update the Gross Payroll and Employer Taxes to the current updated payroll increases. Hannah Sanders seconded. Motion Carried

VIII. NEW BUSINESS

1. **Direct Deposit for Employees:** Rachelle Osterhout presented to the board the rates from DL Evans bank and from Quickbooks through the CPA to start direct deposit for employees. It was discussed that by implementing direct deposit it would add a safe guard for East Cassia SWCD and Rachelle Osterhout as the Administrative Assistant. Ken Woodworth made a motion to setup direct deposit for employees of East Cassia SWCD. Steve Ward 2nd the motion. Motion Carried
2. **Newsletter Mailing List:** East Cassia Board Members reviewed the Newsletter mailing list.
3. **Donations Requests & Dues:** Rachelle Osterhout presented donation requests from the following: Idaho State Forestry Contest, Know Your Government and Idaho Ag in the Classroom. Division IV Dues is due by March 2, 2023 in order to vote at the spring meeting. The East Cassia Board reviewed the budget. Hannah Sanders made a motion to increase funds to support the following donation requests Forestry \$50.00, KYG \$200.00 and Idaho Ag in the Classroom \$150.00 and to pay Division IV Dues of \$80.00. Steve Ward seconded the motion. Motion Carried.
4. **Other:**
 - **Tree Sale Update:** Rachelle Osterhout gave a tree sale update: The sale started February 1, 2023 and have sold around \$4,000.00 worth of seedling trees. Schumacher Nursery notified us that they could not fill our Lombardy Poplar order. Megan Heward contacted Lincoln Oaks Nursery and ordered 325 Lombardy Poplars seedlings.
 - **Spring Awards Banquet and Summer Picnic OR Combine for Summer Awards Banquet:** The board would like to combine both the Spring Awards Banquet and Summer Picnic. They would also like to combine with West Cassia SWCD and Minidoka SWCD. They will report and discuss at a future board meeting who they would like to honor for Farmer or Grassman of the Year, Teacher of The Year and/or Conservationist Award.
 - **Request for County Funding:** Rob Cottle will not be able to attend the meeting. Mark Webb will represent East Cassia SWCD at the meeting. The East Cassia Board discussed the amount of funding to request. Do to the rising costs due to inflation they are increasing the request to \$8,000.00.

Adjourned at 2:19 PM

Minutes respectfully submitted by Rachelle Osterhout.