

**WEST CASSIA SOIL & WATER CONSERVATION DISTRICT**  
**DRAFT MINUTES – March 10, 2022 BOARD MEETING**  
McGregor Building, Rupert, ID

**Place:** McGregor Building  
**Date:** March 10, 2022  
**Presiding:** Richard Kunau

**Supervisors Present**  
Richard Kunau – Chairman  
Jordan Searle – Vice-Chairman  
Brent Stoker – Member (via Zoom)  
Kathy Poulton - Treasurer  
Kyle Bowers – Assoc. Member

**Employees and Agency Representatives:**  
Doreen McMurray, I&E Specialist  
Dinah Reaney - NRCS  
Carolyn Firth- ISWCC

**Supervisors Not Present:**  
Ken Black – Member

**ACTION ITEMS**

- I. Tri-District Meeting called to Order by:** Minidoka SWCD Chairman Brian Kossman at 1:32 PM  
Supervisors present from West Cassia, East Cassia, and Minidoka Soil & Water Conservation Districts.
- II. TA Grant –** Supervisors discussed the great work completed by the Technical Assistant. The current grant year will expire approximately January 2023. The grant has reached its' 3-year goal and Supervisors feel the purpose of the grant has been fulfilled. **Richard Kunau made the motion to NOT apply for the TA grant again. Mark Webb seconded. Motion passed.** Aaron Firth abstained. The TA Grant position will expire when the current grant monies are used up, approximately January 2023.
- III. Direct Seed Committee Update –** The committee recommended continued drill rental through the spring and will re-evaluate the drill situation (to sell or continue renting) at the next meeting planned for July. Committee also recommends continuing with a workshop but with reduced expenses and change of focus to water issues.
- IV. Division IV Meeting Report –** Richard Kunau stated that there were 9 of the 11 Districts represented by Supervisors and there was good participation and good district reports. West Cassia SWCD hosted the meeting and all 5 Supervisors took part in training or presenting at the meeting. The meeting spotlighted Districts, District Activities, and District Supervisor Training. Cooperating agencies also gave reports.
- V. IASCD Conference –** All 3 districts agreed that November 15-18, 2022 would be preferable dates. Richard will report to IASCD officers.

**VI. AGENCY REPORTS**

- 1. ISWCC Update -** Carolyn Firth reviewed Delwyne Trefz's report from Division IV meeting. She reported that WQPA is a grant program and could provide money for water projects and for districts. She reminded everyone that TA requests are due at the end of March. They will be starting the 4<sup>th</sup> year of the Soil Sampling Project. They may also continue with the deep soil sampling project for West Cassia.
- 2. NRCS Update –** Dinah Reaney reviewed Maureen Pepper's slide presentation on water.
- 3. TA 2020-** Sharon Hardy read the written report from Melanie Nebeker. See attachment.

Joint Meeting dismissed at 2:47 PM

**WEST CASSIA SOIL & WATER CONSERVATION DISTRICT** Board Meeting called to order by Chairman Richard Kunau at 2:50 PM. No changes to the agenda.

**ACTION ITEMS**

- VII.** West Cassia SWCD Board Meeting called to order by Chairman Richard Kunau at 2:50 PM. He welcomed Kyle Bowers. Brent Stoker joined via Zoom.
- VIII.** Changes to the Agenda: No changes.
- IX. Approve Minutes of Previous Meeting:** Jordan Searle moved to approve the minutes from February's Board Meeting. Kathy Poulton seconded the motion. Motion carried.

- X. Treasurer's Report:** Kathy Poulton reviewed the Treasurer's Report. Kathy Poulton moved to accept the Treasurer's Report. Jordan Searle seconded. Motion carried.
- XI. Calendar of Events:** Next Board Meeting will be April 12, 2022 @ 11:00 AM – Location TBD.
- XII. Old Business:** As the host of the Division IV Meeting, the costs were paid out of West Cassia's account. Some paid at the door. Doreen has sent out billing to each district who still owes money.
- XIII. New Business:**
1. Admin Reports:
    - a. Cotterel Boat Station** – Betty Carlson reported that she has hired 2 new employees, filling all of the positions. Wages have been increased as per February's board approval. Inspectors will receive \$14 per hour, 2 Employee Supervisors will receive \$16 per hour, and Betty, the Boat Station Manager will receive \$20 per hour. They held one day of classroom training in the 4-H classroom on Wednesday March 2, and one day of training at Idaho Water Sports on Thursday, March 3. The Boat Inspection Station opened for operation on Friday, March 4<sup>th</sup>. They inspected 6 water craft within the first 40 minutes of opening! Their hours are 6:00 AM through 2:00 AM.
    - b. ICRMP Report** – has been completed and submitted.
    - c. State Forestry Contest** – Board would like \$50 sent to support the State Forestry Contest as allowed in their approved budget.
    - d. Other** – Board reviewed the Water Outlook information sent by Benjamin Kelly.
  2. Supervisor's Reports:
    - a. New Supervisor:** Jordan Searle moved to appoint Kyle Bowers to serve as Associate Supervisor. Brent Stoker seconded the motion. Motion carried.
    - b. EXECUTIVE SESSION: Employee Wages** – The Board reviewed the District Employees suggested Pay Schedule Guidelines. Pursuant to Idaho Code § 74-206(1) (A)(B), Richard Kunau called an executive session to discuss payroll in conjunction with East Cassia Supervisors. Roll Call: Richard Kunau, Brent Stoker, Kathy Poulton, Jordan Searle, and Kyle Bowers. (And from East Cassia: Rob Cottle, Mark Webb, and Ken Woodworth.) They came out of Executive Session at 3:25 PM. In the session they discussed increasing employee wages. Jordan Searle made the motion to raise Rachelle Osterhout's wages to \$18.50 per hour and Doreen McMurray's wages to \$24 per hour. Kathy Poulton seconded the motion. Motion passed.
    - c. Awards Banquet & Summer Picnic** will be combined and planned for July 12, 2022 in conjunction with a Direct Seed Meeting and with East Cassia and Minidoka Districts. East Cassia will be the host. Board will consider possible awards at the next board meeting.

Motion to adjourn the meeting at 3:30pm by Jordan Searle. Seconded by Kathy Poulton.  
Respectfully submitted by Doreen McMurray