

**EAST CASSIA SOIL & WATER CONSERVATION DISTRICT**  
**January 2023**  
**DRAFT MINUTES – January 3, 2023 BOARD MEETING**

**Place:** Burley NRCS Office  
**Date:** January 3, 2023  
**Time:** 1:00 p.m.  
**Presiding:** Rob Cottle

**Supervisors Present**  
Rob Cottle – Chairman  
Steve Ward- Vice Chairman  
Ken Woodworth- Treasurer  
Hannah Sanders- Member

**Employees and Agency Representatives:**  
Rachelle Osterhout, Admin  
Doreen McMurray I&E Specialist  
Melanie Nebeker, TA2021  
David Mabey- NRCS  
Carolyn Firth- ISWCC  
Steve Schuyler- Twin Falls SCD

**Supervisors Not Present:**  
Mark Webb- Member

**ACTION ITEMS**

- I. East Cassia Board Meeting called to Order by:** Chairman Rob Cottle at 1:21 PM.
- II. Changes to agenda:** No Changes
- III. Approve minutes of previous meeting:** Ken Woodworth moved to approve the minutes for the December 2022 meeting. Steve Ward seconded. Motion carried.
- IV. Treasurer’s Report:** Ken Woodworth presented the December 2022 Treasurer’s Report. Ken Woodworth made the motion to accept the December 2022 Treasurer’s Report and pay bills. Steve Ward seconded. Motion carried.
- V. Calendar of Events:**
  - 1. **Workshop:** January 10, 2023, Burley Event Center- 7:45 to 3:30
  - 2. **Magic Valley Soil Forum:** January, 24, 2023, Farm Bureau Building, Twin Falls Idaho- 10-1PM
  - 3. **Legislative Social and Conservation Day at the Capitol:** January 16 & 17, 2023
  - 4. **Next Board Meeting:** February 7, 2023 at 1:00 PM (NRCS office meeting room)
- VI. AGENCY REPORTS/ Requests**
  - 1. **NRCS Update:** David Mabey shared in December their office was busy cleaning up contracts. They will begin project rankings in February. He thanked East Cassia Board for their help with the Local Work Group. He would like to have a meeting to follow up with how the ranking worked and didn’t work. He updated the board about the recent hiring process. The NRCS had 9 applications and they focused on filling offices that were a high priority. Due to recently hiring Trec Reed and having Dinah Rainey at the Minidoka office our area was not a high priority. The NRCS will be posting the jobs again at a later date. David will send the information to the districts to post on the website and share on social media. The NRCS announced they will be hiring 9 new engineers in the state of Idaho. David Mabey shared information with the district about the Water Management Entity Program. This program is set up to help irrigation districts. They also announced there will be another round of Covid Aid Relief Payments sent out. If individuals qualify the money will be sent directly to them.
  - 2. **ISWCC Update:** Carolyn Firth shared information that Delwyne Trefz sent out about the Legislative Committee Members. She also encouraged the board to reach out and visit with the members.
  - 3. **TA 2021 Update:** Melanie Nebeker has been busy working on the Chatburn project. Part of the project will be requesting WQPA funds. If the Chatburn project receives funding from the WQPA East Cassia will receive admin funds. She has also been busy with year-end trainings.
- VII. OLD BUSINESS**
  - 1. **Magic Valley Soil Forum Donation:** The board continued their discussion from the previous meeting about the Magic Valley Soil Forum. It will be held January 24, 2023 at the Farm Bureau Building in Twin Falls, Idaho. This

forum was organized for landowners to gather together and share ideas and practices they have implemented on their land. They will have a speaker and will be providing lunch.

Steve Ward made a motion to make a \$50.00 donation to the Magic Valley Forum. Ken Woodworth 2<sup>nd</sup> the motion. Motion Carried.

2. **2023 Workshop Update:** Doreen McMurray updated the board about the upcoming workshop. There are 110 registered to attend. Doreen has mailed postcards, newsletters and sent press releases to the local newspaper. There will be 5 CEU credits available.
3. **Mid-Snake RC&D Update:** Doreen McMurray shared the RC&D update. RC&D no longer receiving funds from the BLM for the Firewise Garden and are no longer running the 93 Boat Station. The members agreed to The following are the newly elected board members: Heidi Tubbs- Chairman, Terry Kramer- Vice Chairman, Doreen McMurray- Secretary/ Treasurer. Ken Woodworth made a motion for Doreen McMurray and Rachelle Osterhout to serve in the capacity of a committee member with the ability to hold an executive roll with the Mid-Snake RC&D. Time and Travel spent with the RC&D Board activities will be compensated by East Cassia Soil and Water Conservation District. If a East Cassia Soil and Water Conservation District Supervisor attends the Mid-Snake RC&D meeting the Supervisor will hold the voting right. Steve Ward 2<sup>nd</sup> the motion. Motion Carried.

### VIII. NEW BUSINESS

1. **Elections:** Effective January 1, 2023 Steve Ward and Robert Cottle have been re-elected to serve a 4-year term on East Cassia Soil and Water Conservation District Board.  
Steve Ward made a motion for East Cassia SWCD board positions to remain the same: Robert Cottle- Chairman, Steve Ward- Vice Chairman, Ken Woodworth- Secretary/ Treasurer, Mark Webb- Member, Hannah Sanders- Member. Hannah Sanders 2<sup>nd</sup> the motion. Motion Carried
2. **Office Space Reimbursement Information:** Information from ISWCC Reference Manual for Conservation Districts for Match Funding was presented to East Cassia to review the guidelines for the office space and other expenses the county are providing to the districts at the current office location. Rachelle Osterhout will visit with a County Commissioner about the details.
3. **Legislative Social and Conservation Day at the Capitol:** Rachelle Osterhout shared Kyle Rooks email about the upcoming Legislative Social and Conservation Day at the Capitol. Kyle Rooks has been able to have 1:1 meetings with two freshman legislators. He was able to share the work of the soil conservation districts.
4. **Tree Sale Update:** 2023 Tree Sale order form and seedling information was share with the board.
5. **Employee Reviews:** Rob Cottle called an Executive Session at 3:00 PM. *The Board may hold an executive session to discuss legal and personnel matters pursuant to Idaho Code § 74-206(1) (A)(B)*  
Roll Call: Rob Cottle, Steve Ward and Ken Woodworth  
Exited Executive Session at 3:22 PM  
Roll Call: Rob Cottle, Steve Ward and Ken Woodworth  
During the session the following employee pay increases were made: Doreen McMurray- I&E Specialist, \$27.00 per hour and Rachelle Osterhout- Administrative Assistant, \$21.00. The pay increase will take effect for the February 1, 2023 payroll.

**Adjourned at 3:31 PM**

Minutes respectfully submitted by Rachelle Osterhout.