

## **Joint SWCD Board Meeting East Cassia / Minidoka / West Cassia**

**DRAFT MINUTES – December 12, 2023**

**Place:** Minidoka McGregor Building

**Date:** December 12, 2023

**Time:** 11:00 AM

**Presiding:** Dusty Wilkins

**Agency Representatives:**

David Mabey, NRCS

Carolyn Firth, ISWCC

Mary Kummer, ICRMP

**Minidoka Supervisors Present:**

Dusty Wilkins, Chairman

Reid Bowen, Vice Chairman

Lance Lovell, Treasurer

Luke Stevenson, Member

Jeff Schow, Member

Sharon Hardy, Admin

**East Cassia Supervisors Present**

Rob Cottle – Chairman

Steve Ward- Vice Chairman

Hannah Sanders- Member

Doreen McMurray, I&E Specialist

**Not Present:**

Ken Woodworth - Treasurer

Kurt Heward - Member

Mark Webb- Associate Member

**West Cassia Supervisors Present:**

Richard Kunau, Chairman

Jordan Searle, Vice Chairman

Ken Black, Treasurer

Chad Searle, Member

Rachelle Osterhout, Admin

**Not Present:**

Kyle Bowers, Associate Member

This Joint Board Meeting was held to accommodate a presentation by ICRMP insurance along with several other items of combined district business. Each District's individual business follows the Joint District Business minutes. Dusty Wilkins, Minidoka Chair at 11:11 am.

### **JOINT DISTRICT - ACTION ITEMS**

**I. Upcoming Events** were reviewed:

1. Legislative Social & Displays at the Capitol Building in Boise will be on January 15 & 16th.
2. Pesticide Workshop will be held in Shoshone on February 2, 2024.
3. Magic Valley Soil Health Forum will be held at the CSI Campus on February 12th.
4. Division IV Spring meeting will be in March 2024, Wood River SWCD is hosting.

**II. ICRMP Insurance** - Agent Mary Kummer presented information on what ICRMP is and what makes up ICRMP. ICRMP is a member of a local government pool. She provided copies of "Your Reference Manual to Our Services". Topics covered in the manual are: Governance, Member Benefits, Risk Management, Online Resources, Coverages and Claims. She discussed risk management and human resource contacts, particularly what issues and personnel contacts that would be useful to districts. Sharon will contact Mary and get a breakdown of how much of the insurance is for the Direct Seed Drills so that a bill can be presented to the Direct Seed project to reimburse Minidoka District for ICRMP insurance. Each District signed the Joint Powers of Agreement document.

**III. ISWCC Report** - Carolyn Firth shared the following update from Delwyne Trefz. The legislative session will begin with Governor Little's State of the State address on January 8<sup>th</sup>. Approximately 20% of this year's WQPA projects have been completed. He thanked Loretta Strickland for the great job she is doing with the administration for the WQPA program. The Commission couldn't include WQPA funds in their FY 2025 budget. However, in conversations with their partners at IASCD as well as their liaison in the Governor's Office, legislators, and lobbyists, Delwyne is optimistic that the program will be funded for another year. Bill, the staff engineer continues with the challenging task of providing engineering services to as many districts as possible statewide. If we have potential FY 2025 WQPA projects that will require engineering work in live waters-springs, creeks, rivers, lakes, & reservoirs, please let Bill know ASAP. Melonie, Brenda, and Corri continue to work on Luma to make it more efficient to streamline the process to disburse funds to the districts, vendors and others.

Carolyn Firth talked to the Districts about the Soil Sampling Invoice from the University of Idaho insisting payments be made as soon as possible. This is the first billing received by the districts since 2020. In 2023, Rachelle assisted Carolyn in collecting all of the samples in the fields. The invoice for East and West Cassia districts was combined and needs to be

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re-sent accurately. East Cassia had not committed to the full agreement. Minidoka District made a motion to amend their budget to assist with Cassia's portion to help reimburse Rachelle's hours spent assisting with the project. Minidoka will pay their billed amount. East and West Cassia will pay their amounts when correct billing is received.

- IV. NRCS Report** - David Mabey reported on LWG (Local Work Group) stating that the results have been submitted and he is looking for feedback for next year's meeting. EQIP is finished for 2023 and they are gearing up for 2024 applications. He discussed some new funding programs including IRA and ACT now.

The state DC Curtis Elke has requested that Team Leads in each area host a USDA Town Hall Meeting (customer/farmer appreciation event). David Mabey is planning for the last week of January with NRCS, FSA, USDA. They plan to provide information to cooperators about upcoming programs and thank them for their conservation efforts. The event will be held at the McGregor building at the Rupert Fairgrounds. He asked the Soil Districts to support the event and to provide public relations and press for the event. ACT Now program.

**V. Direct Seed Drill Update -**

1. Luke Stevenson (Minidoka SWCD and Tri-District Project Committee Vice-Chair) made the motion for Dusty Wilkins to sign the ICRMP insurance papers which cover both direct seed drill insurance coverage. Rob Cottle seconded the motion. Motion carried.
2. Drills are ready to be taken to Ag-Vantage. Dusty will take the Minidoka drill, Richard will take the Cassia drill in for repairs.
3. A price quote was discussed for the purchase of a new direct seed drill. Dusty will take the price quote in to see if he can secure a better price.

- VI. Tree Sale** - The proposed tree sale order form was reviewed and discussed. The 2024 trees will be distributed at the Cassia County Fairgrounds in the Art Building. Megan Heward will no longer be assisting with the tree sale. The trees will remain the same price as last year and be sold in bundles of 5 trees per bundle again. The Tree Sale is managed by East Cassia SWCD. Hannah Sanders (East Cassia board member) motioned to accept the order as presented and to submit the official order to the nursery. Steve Ward (East Cassia Vice-Chair) seconded the motion. Motion passed. Doreen will submit the order and begin press and advertising (newsletter, website, emails, newspapers, social media, etc). Rachelle will order the nursery license.

- VII. Tri-District Project - INNOVATIVE MOISTURE MONITORING PROJECT** - Report was presented by Sharon Hardy comparing 2 companies. After discussion, it was determined to go with the Soil Tech proposal and purchase 36 monitors with a 3 year contract. Sharon will contact both companies and let them know the results of the decision and schedule with Soil Tech to get the project going. Richard Kunau (Tri-District Project Committee Chair) and Luke Stevenson (Tri-District Project Committee Vice-Chair) will sign the contract and check to Soil-Tech. Sharon will develop a financial accounting method for the Moisture monitoring project and will bill the 3 districts for their promised \$6,000 toward the project. Supervisors will supply suggestions for possible cooperators and the project will be launched the first part of February 2024 where equipment will be handed out and technical education will be provided for cooperators. Admin will work on contracts, publicity, and plans to move the project forward. Supervisors expressing interest in participating were Dusty Wilkins and Chad Searle for 3 moisture monitoring probes each.

Lunch was provided by the District Admin and paid for by the Tri-District Committee.

**INDIVIDUAL DISTRICT BUSINESS for EAST CASSIA SWCD - Action Items**

Rob Cottle, Chairman presiding.

1. **Treasurer's Report:** was presented by Rob Cottle. It was discussed and reviewed by the board. Steve Ward motioned to accept the treasurer's report. Hannah Sanders seconded the motion. Motion carried.
2. **Minutes** for previous meeting: November 14, 2023 Minutes – Steve Ward moved to approve the Minutes of the previous meeting. Hannah Sanders seconded. Motion Carried.
3. Next Board Meeting: January 2, 2024 at 1:00 pm.
4. **Performance Report:** East Cassia Supervisors reviewed the proposed Fiscal Year 2023 Performance Report. Hannah Sanders made the motion to approve the Performance Report and to submit it to ISWCC. Steve Ward seconded the motion. Motion Carried.
5. **Pivot Track Filler:** Board members reviewed the 2 price quotes provided by Ag-Vantage and Stotz Equipment. The board will make a final decision in January's board meeting. Rob will double check the

Note: *The Board may hold an executive session to discuss legal and personnel matters pursuant to Idaho Code § 74-206(1) (A)(B)*

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size of trailer needed. Board asked Doreen to check with Big Bubba Trailer in Ogden for a price quote on a 7'x10' trailer.

#### INDIVIDUAL DISTRICT BUSINESS for MINIDOKA SWCD - Action Items

Dusty Wilkins, Chairman presiding.

Treasurer report presented by Lance Lovell, with a motion to accept and approve paying the bills presented, 2nd by Jeff Schow, motion carried.

Minutes were reviewed with a motion to accept by Reid Bowen, 2nd by Luke Stevenson, motion carried. A note from joint meeting A motion by Luke Stevenson 2nd by Jeff Schow to amend budget to pay to East Cassia \$450.00 to assist with Rachelle Osterhout's wages for the soil testing program. Motion carried.

Performance report was reviewed and approved with a motion by Jeff Schow, 2nd by Reid Bowen to also have Chairman Dusty Wilkins sign it and admin. Sharon Hardy submit it. Motion carried.

Dusty Wilkins mentioned that Victor Bliss who purchased trees last year received 5 arbervea instead of 5 junipers (he ordered 10 junipers received 5) and the arbervea died. Dusty appologized to him and asked admin. if there is a better way to sort the trees. Admin mentioned that we are working on a better system - hoping that those types of mistakes will not happen again.

FYI the McGregor building will be closed December 23rd through January 1 2024,

Project idea presented is a joint project with MID, Amalgamated, Flood District, Minidoka Soil and Water Conservation District and possible other partners - more details will be presented at the January 10, 2024 meeting.

Employee evaluation will be scheduled by admin before the end of December.

#### INDIVIDUAL DISTRICT BUSINESS for WEST CASSIA SWCD - Action Items

Richard Kunau, Chairman presiding.

1. **Treasurer's Report:** Ken Black presented the treasurers report as prepared by Rachelle Osterhout. Ken Black made the motion to accept the report. Jordan Searle seconded the motion. Motion Carried
2. **Minutes** for previous meeting: August 8, 2023 Minutes – Jordan Searle moved to approve the Minutes of the previous meeting. Chad Searle seconded. Motion Carried.
3. Next Board Meeting: January 9, 2024 at 11AM
4. **Performance Report:** West Cassia Supervisors reviewed the updated Fiscal Year 2023 Performance Report. Chad Searle made the motion to approve the Performance Report and to submit it to ISWCC. Ken Black seconded the motion. Motion Carried.
5. **Cotterell Invasive Species Inspection Station:** Betty Carlson updated the West Cassia SWCD with inspection numbers for March 6, 2023 to December 10, 2023. Inspections: 5,441, By-Passes: 1,838, Returns: 441, Out of infested waters: 367, Hot washes: 215.  
The state is proposing opening Cotterell Invasive Species Inspection Station from January to December with 24/7 shifts. West Cassia would like Betty and Rachelle Osterhout to research what the district is required to have available for employees ie: insurance, retirement and benefits. They would also like to know if the ISDA will reimburse the district for any benefits? Rachelle will email the information to the board. Rachelle is waiting for ISDA to send the updated amendment to the MOU for December 2023 and will call Richard to sign when she receives it.

**Meeting Adjourned:** 12:30 PM

*Minutes respectfully submitted by Doreen McMurray, Sharon Hardy, and Rachelle Osterhout.*