

**WEST CASSIA SOIL & WATER CONSERVATION DISTRICT
DRAFT MINUTES – November 11, 2021 BOARD MEETING
McGregor Building, Rupert, ID**

Place: McGregor Building
Date: August 11, 2021
Time: 12:30 p.m.
Presiding: Richard Kunau

Supervisors Present
Richard Kunau – Chairman
Jordan Searle – Vice-Chairman
Brent Stoker - Member

Employees and Agency Representatives:
Doreen McMurray, I&E Specialist
Melanie Nebeker, TA2020
David Mabey- NRCS (via Zoom)
Carolyn Firth- ISWCC (via Zoom)

Supervisors Not Present:
Kathy Poulton – Treasurer
Ken Black – Member

ACTION ITEMS

I. Tri-District Meeting called to Order by: Brian Kossman at 1:02 PM

II. AGENCY REPORTS

1. ISWCC Update - Carolyn Firth joined the meeting via Zoom and stated that match funding allocations have been processed and are on their way. Even though IASCD Conference has been canceled, ISWCC will still have their Listening Session on November 18th. Meeting details will be available soon and will be available in person or by Zoom. Chuck Pentzer retired; Rob Sharpnack is the acting CRP manager. About ½ of the CRP contracts have been re-enrolled and there are some new ones they are working on.

2. NRCS Update – Maureen Pepper did not join by Zoom as planned so David Mabey gave an update stating that the Water Quality Specialist wants to reach out to LWGs. They are working to identify water shed areas. The EQIP deadline was last Friday. Numbers of applications are down a little. David discussed the Local Work Group (LWG), its purpose, who attends, and the funding. He stated the expectation for the Districts to participate and manage the event. The facilitator will be paid by NRCS but other expenses fall to the Districts. The LWG priorities have been very closely followed for the past 2 years.

3. TA 2020- Melanie Nebeker reported that the quarterly grant reporting has been completed and submitted. She listed the projects she has been working on for NRCS which include new CRP sign-ups, a few high tunnel sign-ups, and a lot of training (some in field training, a lot of online training). Melanie stated that she works in the office **as little as possible** as she has problems wearing face masks although facemasks are not required to be worn in her working area.

4. Boat Inspection Station Update – The Boat Station closed at the end of October. Final details will be provided to West Cassia Board Meeting in December. The Twin Falls County will no longer be managing the Boat Station down near Jackpot. The possibility of running that station may come available.

III. EXECUTIVE SESSION –pursuant to Idaho Code§74-206(1)(A)(B) Everyone was excused at 2:15 PM except voting soil district board members. Minidoka, East Cassia, and West Cassia Boards went into Executive Session to discuss the TA Grant.

They exited Executive Session 2:50 PM. DECISION: They will continue with the grant with coaching and instruction to the employee. **Motion was made by Richard Kunau (West Cassia) that The 3 Districts will continue with the TA Grant through the end of calendar year 2022. They will re-evaluate the progress in May of 2022. Rob Cottle (East Cassia) seconded the motion. Motion passed unanimously by individual roll call: Rob Cottle – yes. Dusty Wilkins – yes. Jordan Searle – yes. Aaron Firth - yes. Richard Kunau – yes. Brian Kossman – yes. Brent Stoker – yes. Steve Ward – yes. Ken Woodworth – yes.**

The Supervisors separated into their individual Boards for their regular monthly board meetings at 2:58 PM.

- IV. West Cassia Board Meeting Called to Order by Chairman Richard Kunau.
- V. Changes to Agenda: Budget – Addition to the Budget re: LWG
- VI. **Minutes for previous meeting – October 12, 2021 Minutes – Jordan Searle moved to approve Minutes of previous meeting as sent out by email. Brent Stoker seconded. Motion Carried.**
- VII. **Treasurer’s Report: Board reviewed the Financial Transaction Detail sheet. Brent Stoker moved to approve Financial Report for October. Jordan Searle seconded. Motion Carried.**

ACTION ITEMS

VIII. NEW BUSINESS

1. Admin Report:

- a. **Cotterell Boat Station** – Betty Carlson (Boat Station Manager) was absent but will make a full report at December’s meeting. Board discussed the need to provide raises to boat station Supervisor and Inspectors. They will consider what amounts the grant will support and table the decision until December’s meeting. Handbook update is needed to include which holidays qualify for holiday pay of time and a half. **Jordan Searle made the motion to use the holidays that banks use (which is the Federal Reserve System Holidays.) The following Holidays will pay time and ½ for those employees working on the following days when the boat station is OPEN:**

New Year’s Day - January 1,
Martin Luther King Jr Birthday – 3rd Monday in January,
Washington’s Birthday – 3rd Monday in February,
Memorial Day – Last Monday in May,
Juneteenth – June 19,
Independence Day – July 4,
Labor Day – 1st Monday in September,
Columbus Day – 2nd Monday in October,
Veteran’s Day – November 11th,
Thanksgiving Day – 4th Thursday in November,
Christmas Day – December 25.

Brent Stoker seconded the motion. Motion passed.

- b. **Budget – Brent Stoker made a motion to add \$150 to the Budget for the Local Work Group to pay for 1/3 of the expenses up to \$150 for the LWG meeting luncheon. Jordan seconded the motion. Motion passed.**
- c. **Performance Report** – Board reviewed the Performance Report and Chairman signed the signature page. Report is ready to submit and is due December 20.
- d. **Dues – Jordan Searle made the motion to pay \$2,712.00 Worker’s Comp, \$1,800 to IASCD dues and \$250 to NACD dues. Brent Stoker seconded the motion. Motion carried.**
- e. **LSO Report-** Discussion about LSO Report due December 1, 2021

2. Calendar of Events

- a. **Local Work Group** – Monday, November 15, 2021 9:00AM Rupert Fairgrounds.
- b. **Next Board meeting** – December 14, 2021 @ 11:00 AM.

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