

**WEST CASSIA SOIL & WATER CONSERVATION DISTRICT**  
**DRAFT MINUTES** – August 9, 2022 BOARD MEETING  
1361 E. 16<sup>th</sup> St. Burley, Idaho

**Place:** 1361 E. 16<sup>th</sup> Street, Burley, ID  
**Date:** April 12, 2022  
**Time:** 11:00 AM  
**Presiding:** Richard Kunau

**Supervisors Present**  
Richard Kunau- Chairman  
Jordan Searle- Vice Chairman  
Kathy Poulton- Treasurer  
Ken Black- Member

**Employees and Agency Representatives**  
Rachelle Osterhout- Admin  
David Mabey- NRCS  
Carolyn Firth- ISWCC  
Melanie Nebeker- TA 2021 Employee

**Supervisors Not Present**  
Brent Stoker- Member  
Kyle Bowers- Associate Member

**ACTION ITEMS**

- I. **Called to Order by:** Richard Kunau at 11:07 AM
- II. **Changes to the Agenda:** No Changes
- III. **Approve Minutes of Previous Meeting:** Ken Black moved to approve May 2022 minutes. Jordan Searle seconded the motion. Motion carried.
- IV. **Treasurer's Report:** Kathy Poulton moved to approve Treasurer's Report for July 2022. Ken Black seconded the motion. Motion Carried.
- V. **Calendar of Events:**
  1. **RC&D Meeting:** August 26, 2022 @ 11 AM, Twin Falls City Council overflow room
  2. **Election Paperwork Deadline:** September 1, 2022 @ 5:00 PM
  3. **Next Board Meeting:** September 13, 2022 11AM
  4. **Division IV Meeting:** October 27, 2022 (Balanced Rock SCD hosting)
  5. **LWG:** November 9, 2022 10 AM to 1 PM
  6. **IASCD Conference:** November 15-17, 2022, Burley Idaho

**VI. AGENCY REPORTS**

1. **NRCS Update-** David Mabey discussed Local Work Group with the board. He said the meeting will be the same format it has been in previous years Ashley Orme will be the facilitator. Kathy Poulton asked in any projects were funded? David said there were 4 high tunnels and several irrigation (wheeline/ handline) to pivot projects.  
WQPA can piggy back on other programs such as Equip.  
Application deadline is October 7, 2022.  
Project update: 3 CSP contracts (Conservation Stewardship Program) this is a 5-year program.  
2 CIC contracts (Conservation Incentive Contract) this falls in line with equip specifications.  
29 CRP contracts went through.  
10 contracts were funded with LWG money.
2. **ISWCC Update-** Carolyn Firth shared Delwyne Trefz update. District and Base Allocations have been sent out. West Cassia has received the checks and they have been deposited. Financial & Match Reports are due. Rachelle has turned West Cassia's report in. WQPA money has been distributed out. The commission is planning on requesting more funds for next year. Sage View Ag contract is all finished. They were approved for \$55,000 and West Cassia will receive \$5500.00 in admin fees. Minidoka had 2 projects approved and Wood River had 1 project. The commission has hired 2 individuals to assist the District with engineering needs. Ricki Garden will be assisting our area and she is located in Pocatello Idaho. No new Commissioners have been appointed, however the Governor's office said they are very close to filling the vacancies. Carolyn also updated the board that there are no CRP contracts in West Cassia now.
3. **TA 2021-** Melanie Nebeker updated the board on the tasks she has been assisting with. She helped Carolyn Firth with the Soil Your Undie project and they will be digging them up at the end of August. Melanie also helped finish up CRP contracts. She has also been assisting with the Chapburn project.

August 2022

- Cotterel Boat Station-** Betty Carlson was unable to attend the meeting. Rachelle Osterhout shared her update. An employee quit at the beginning of July and Betty found a replacement that has worked out great. He will be going to school beginning in September. The boat station is looking to find a replacement to finish out the remainder of the season.  
July inspections: Dayshift Inspections 952, Bypass 274, Returns 70, Ok'd 3, Hotwashed 30  
Nightshift Inspections 500, Bypass 122, Returns 68, Ok'd 8, Hotwashed 23.

## VII. OLD BUSINESS

- Laptop:** Rachelle Osterhout presented the ASUS Laptop overview information. Along with the laptop we will need to purchase Office Suite with publisher. The board reviewed the information and agreed to split the cost with East Cassia SWCD. Jordan Searle made the motion to purchase the ASUS laptop along with Office Suite. Ken Black seconded the motion. Motion Carried.
- Office:** The board discussed the office arrangement at the courthouse and the NRCS office. They would like to leave the current office arrangement in place.

## VIII. NEW BUSINESS

- Elections:** Kathy Poulton and Brent Stoker are up for re-election. Rachelle Osterhout reviewed the forms with Kathy Poulton. Brent Stoker was not present. Rachelle Osterhout sent Brent a message to deliver his forms to him. The deadline to turn in the forms is September 1, 2022.
- Audit:** The board discussed the yearly audit. The decision was made to continue using Poulsen, VanLeuven and Catmull. Kathy Poulton made the motion for Poulsen, VanLeuven & Catmull to perform Fiscal Year 2022 audit. Jordan Searle seconded. Motion Carried
- Awards Banquet Meal:** Rachelle Osterhout reported to the board the cost of the meal for the awards banquet was \$430.00.
- Financial & Match Report:** Rachelle Osterhout submitted the report on July 26, 2022 to Loretta Strickland. On August 3 Loretta requested a copy of the deposit slip or bank statement to go with the deposit summary. Rachelle emailed the requested documents.
- IASCD Dues:** Rachelle Osterhout presented the invoice for the FY23 dues for \$1800. This amount to part of the approved FY23 budget.
- IASCD Conference (Information, Door Prize & Sponsorship):** Rachelle Osterhout shared flyers, door prize donation request (\$25 donation or item of equal value) and sponsorship information for the IASCD Conference.  
The board discussed and would like to donate a \$50.00 gift card for a door prize.  
They also discussed a business for a sponsorship. Idaho Ag Credit will be a sponsor for the upcoming conference. Ken Black will have Jim Chase contact Rachelle Osterhout for the sponsorship information. Richard Kunau will contact Oak Valley Dairy for a breakout sponsorship.
- Cassia County Fair Market Animal Sale:** Rachelle Osterhout presented a brochure for the upcoming animal sale. The board discussed supporting the program. Jordan Searle made a motion for Ken Black to purchase a steer at the Cassia County Fair Market Animal Sale. Kathy Poulton seconded the motion. Motion Carried.
- LSEE Donation:** Rachelle Osterhout requested adding a \$50.00 donation to the State Land and Soil Evaluation Event that will be in October 2022. Normally the board helps setting up and running the event. The board discussed their involvement and adding a donation. Jordan Searle made the motion to make \$100.00 donation to LSEE. Ken Black seconded the motion. Motion Passed.
- Other:** Doreen McMurray is working on the Newsletter. She will have it ready by the end of August to send to the printers. Doreen is adding a section to reflect on the "Year at a Glance". She was wondering if the board had any suggestions to include?

Richard Kunau adjourned the meeting at 12:47 PM.

Respectfully submitted by Rachelle Osterhout