

**WEST CASSIA SOIL AND WATER CONSERVATION DISTRICT  
DRAFT MINUTES – SEPTEMBER 2020 – JOINT BOARD MEETING WITH EAST CASSIA SWCD  
Masonic Lodge Burley  
September 8, 2020 at 11:00 a.m.**

**Place:** Masonic Lodge Burley  
**Date:** September 8, 2020  
**Time:** 11:00 a.m.  
**Presiding:** Richard Kunau

**Supervisors Present:**  
Richard Kunau – Chairman  
Jordan Searle – Vice Chairman  
Kathy Poulton – Treasurer  
Brent Stoker – Member

**Employees and Agency Representatives:**  
LaRae Warren, Administrative Assistant  
Doreen McMurray, Education Specialist, IASCD Conference  
David Mabey, NRCS

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

**ACTION ITEMS**

- I. **Meeting called to Order by** Richard at 11: 13 am
- II. **Changes to Agenda:**
- III. **Minutes for previous meeting – August 2020 Minutes –** Brent moved to approve Minutes of previous meeting. Jordan seconded. Motion Carried.
- IV. **Treasurer’s Report:** Report was reviewed and discussed. Kathy moved to approve Treasurer’s Report and pay all bills. Jordan seconded. Motion Carried.

**ACTION ITEMS**

- V. **OLD BUSINESS –** Hours worked for Admin (Megan) Cotterel Boat Station 2019. (\$296) 16 hours. Brent moved to pay admin hours worked. Jordan seconded. Motion Carried.
- VI. **NEW BUSINESS**
  - 1. **Calendar of Events:**
    - a. **Next Board meeting** – October meeting Cancelled. Next meeting November 10, 2020
    - b. **IASCD Convention** – November 2020 – Burley Inn Convention Center. Zoom Meeting 9/9/2020. Will discuss more details and report next board meeting.
  - 2. **Supervisor’s Report:**
    - a. **Cotterel Boat Station:** Betty working at the Boat Station today. Read report she texted for meeting. Running fine. Surprise inspection by DOT. SDS book in office not by chemicals. Sending Report. Lower number of boats per days and nights now. Reducing hours of operations September 14. Dayshift 6am-4pm, Nightshift 4pm-2am. Closing date will still be October 31, 2020 as far as we know. Are having a great year and she appreciates the District SWCD’s support.
    - b. **District Board Supervisors were reappointed for another 2 years.** They are as follows: Richard Kunau – Chairman, Jordan Searle – Vice Chairman, Kathy Poulton – Treasurer, Brent Stoker – Member, and Ken Black – Member. Jordan Searle motioned the above list be reappointed for another 2 years. Brent Stoker seconded. Motion Carried.
    - c. **Direct Seed Drill** – Rental – 18 Rentals and approx. \$16,000+. Springs getting old, 2 replaced by Jeff. Need to have Jeff weld a plate to hold the spare time on the Direct Seed Drill. Next Direct Seed Meeting 9/10/2020. Keep project running for another two years, then discontinue it.
    - d. **Employee Bonus** - Bonus for Tree Sale. \$510 paid – split with other districts @ \$170 each. It has been suggested that it should be determined if there will be a bonus or not and if so it should be taken out as an expense before all profit is distributed. Jordan moved that payroll

hours or bonus for Tree Sales will be taken out before distributing profit to the 3 districts. Brent seconded. Motion Carried.

- e. **Poster and Speech Contests:** The boards have decided, because of the current conditions with Covid-19, that the contests will be cancelled for the year 2020.
  - f. **IASCD Conference Burley** - \$500 Sponsor or a donation – door prizes – Return if not used. Butte Irrigation is reviewing and will speak to their board and get back to Doreen.
  - g. **TA2019 Grant is coming to a Close:** Discussed TA2019 employee work arrangements and tasks at hand. She is a very good worker. David will set a schedule for employee and make sure project sheets are emailed in Monthly. She will work in each office different days of the week for 8 hours a day or as is possible. Will take individual vehicles if not able to ride together with other NRCS employees for training on projects. Richard will call Ariel and check on quarterly report to see if it can be reevaluated and simplified. LaRae will call other offices to clarify how they keep track of programs, projects and how they do their reports.
  - h. **LSEE:** NRCS will help with set-up. Board Supervisors will help with the actual contest. Mark will help to dig pits. Brent will help find land for the contest.
  - i. **Workshop for spring 2021:** Boards like the topic and the direction it is taking for Soil Health workshop. Making plans, but there has not been any financial commitment needed until December 1, 2020. Dependent on Covid-19 situation. Reevaluate at the November board meetings.
- 3. Office items:**
- a. **QuickBooks Payroll update:** West will pay ½ and East will pay ½ for the update. \$475 or \$238 each. Brent moved to pay ½ of bill for QuickBooks with East. Jordan seconded. Motion Carried.
- 4. Admin Report:**
- a. **TA2019 Employee Report:** Melanie has still been working on High Tunnels and Soil Health projects with the state employee. She has been working on project sheets to be used for the Quarterly report. David will let her know that they need to be received by October 1, 2020
  - b. **Admin working at Home Office:** Date to return to work at the NRCS office has not been determined.

## VII. AGENCY REPORTS

### 1. NRCS Update:

- **Still Zero entry for non-NRCS employees per Curtis.**
- **Local Working Group** – Have not decided on the date for the fall meeting. The date will be Dependent on the Covid-19 situation.
- **Demo Farm going great.** New lease has been drafted in land use by Demo Farm. The Natural Conservatory will probably sign the lease instead of landowner. A seed drill has been purchased by the landowner to use on the Demo Farm.

### 2. ISWCC Update:

- **Soil Sampling** – Still digging up fabric to see how the Soil Health is in each field.
- **Franklin District lawsuit** has been finalized. The FSWCD agreed to pay \$68,500 directly to other districts. \$17,500 will be paid by September 14, 2020. The remaining \$51,000 will be paid in increments of \$8,500 per year to districts.

Meeting Adjourned at 1:30 pm. Brent Stoker moved to adjourn the meeting. Steve seconded.

Respectfully submitted by LaRae Warren