

**WEST CASSIA SOIL AND WATER CONSERVATION DISTRICT
MINUTES -October 28, 2025 BOARD MEETING**

Place: Cassia County Courthouse, Burley, Idaho

Date: October 28, 2025

Time: 11:00 AM

Presiding: Richard Kunau

Supervisors Present

Richard Kunau – Chairman
Jordan Searle- Vice-Chairman
Ken Black- Treasurer
Chad Searle- Member
Scott Yost- Member

Supervisors Not Present

Employees, Guests, and Agency Representatives:

Rachelle Osterhout, Admin
Doreen McMurray, I&E Specialist
Betty Carlson, Cotterell Station Manager
Carolyn Firth, ISWCC
Jeff Poulsen, CPA

- I. Meeting called to Order by:** Chairman Richard Kunau at 11:09 AM
- II. Changes to Agenda:**
- III. Minutes for previous meeting:** Board members reviewed the August 2025 Meeting Minutes – Ken Black moved to approve the August 2025 minutes. Jordan Searle seconded. Motion Carried.
- IV. Treasurer's Report:** Board members reviewed the August 2025 & September 2025 Treasurers Report. Chad Searle made the motion to approve the August 2025 & September 2025 Treasurers' Report. Jordan Searle seconded the motion. Motion Carried.
- V. Calendar of Events:**
- 1. Next Board Meeting:** December 9, 2025, at 11:00 AM
 - 2. Speech Contest:** November 4, 2025, at 6:30 PM (Minidoka SWCD)
 - 3. Legislative Luncheon:** November 5, 2025, at 11:00 AM
Malad Fire Station, 96 South 100 West, Malad, ID
 - 4. Division IV Speech & Poster Contest:** November 13, 2025, Kimberly Fire Station
 - 5. IASCD Conference:** November 18th – 20th, Boise, ID
 - 6. State Local Governing Entities Central Registry Report Due:** December 1, 2025
 - 7. Mid-Snake RC&D Meeting:** December 12, 2025, Twin Falls, ID
 - 8. Performance Report Due:** December 20, 2025
- VI. NEW BUSINESS**
- 1. Jeff Poulsen CPA- Audit:** Jeff Poulsen presented the FY25 audit report to the West Cassia SWCD Supervisors. It was recommended to document The Land & Soil Evaluation Event 1st & 2nd place scholarships to attend nationals and the expense list with approval from the West Cassia Supervisors. A copy of the audit is available for review.
 - 2. FY2025 Performance Report:** West Cassia Supervisors reviewed the FY 25 Performance Report. Jordan Searle made the motion to approve the FY2025 Performance Report as presented. Chad Searle seconded the motion. Motion Carried.
 - 3. LSEE Update:** Doreen McMurray shared the 2025 contest video made by Jason Strunk. The contest was held on David and Debbie Critchfield's property just north of Oakley. Idaho State FFA & 4-H Land & Soil Evaluation Career Development Event held on Wednesday, October 8, 2025. 76 students on 17 teams from around the state of Idaho competed in the state event. Students evaluate the soil profile, permeability, horizon and slope, and possible land use in each testing location. 21 volunteers worked to prepare the testing pits, check the soil science evaluations, and assist with the students during the contest.

Top Teams were:

1st place Troy FFA

2nd place Kuna FFA

3rd place Preston FFA

4th place Homedale FFA

5th place Murtaugh FFA

Ken Black made the motion to increase the admin fee for both districts from \$450.00 to \$1,000.00 each starting with the 2026 contest. Chad Searle seconded the motion. Motion Carried.

Jordan Searle made the motion to pay 2025 Contest expenses and 2- \$1,500.00 scholarships to the top 2 teams to attend the National Contest. Chad Searle seconded the motion. Motion Carried.

4. **Central Registry Report:** Rachelle Osterhout updated the West Cassia board she has entered all the information into the report and is waiting for a board member to review the information prior to submitting it. The due date is December 1, 2025.
5. **IASCD Conference \$25 Door Prize, \$225.00 Poster Money Prizes, \$150 NACD membership, Division IV Fall Meeting lunch invoice \$75:** Ken Black made the motion to increase the IASCD door prize to \$35.00, pay NACD membership of \$150.00, Poster Prize Money of \$225.00, Division IV fall meeting lunch, and IDEA dues of \$75.00. Jordan Searle seconded the motion. Motion Carried.

VII. AGENCY REPORTS/ REQUESTS

1. **Cotterell Boat Station:** Betty Carlson shared the Cotterell station update. Richard approved Betty to purchase 2 new chairs for the station. Hot washes have increased this season. The employees have been trained to wash all parts of the watercraft. The Cotterell inspection crew have worked great for all shifts this season.
Rachelle Osterhout requested Betty attend the Legislative Social on January 15, 2026 in Boise to help with questions about the Aquatic Invasive Species inspection station. Rachelle and Betty will attend the cooperator meeting the following day at ISDA office.
Rachelle with draft and end of season letter that includes seasonal employment reminder and include job applications with the letter.
West Cassia SWCD is hosting an appreciation lunch on December 9, 2025 for the 2025 Cotterell inspectors. Betty Carlson will purchase a small cooler and no-spill hydro jug for each of the employees to hand out at the lunch.
2. **NRCS Update:** Due to government shutdown, was not able to attend meeting.
3. **ISWCC Update:** Carolyn Firth shared information from the Commissioner Connector George Hitz sent out. The first round of FY2026 match allocation payments are being sent out. Performance Reports are due December 20, 2025. Results from the research for the possible merger between ISWCC and IDWR will be presented at the IASCD Conference in November 2026.
4. **Pheasants Forever Update:** Due to government shutdown, was not able to attend meeting.

Adjourn: Adjourn at 12:24 PM.

Respectfully submitted by Rachelle Osterhout.