

**EAST CASSIA SOIL AND WATER CONSERVATION DISTRICT
DRAFT MEETING MINUTES – MAY 2020
EAST CASSIA SWCD Meeting
Masonic Lodge Burley
May 12, 2020 at 12:00 p.m.**

Place: Masonic Lodge Burley
Date: May 12, 2020
Time: 12:00 p.m.
Presiding: Mark Webb

Supervisors Present:
Mark Webb – Chairman
Ken Woodworth – Treasurer
Hannah Sanders – Member
Brook Holtman – Member
Rob Cottle – Purposed New Member

Employees and Agency Representatives:
LaRae Warren, Administrative Assistant
Doreen McMurray, Education Specialist, IASCD Conference (Phone)
David Mabey, NRCS (Phone)
Carolyn Firth, ISWCC (Phone)

Supervisors Not Present:
Steve Ward – Vice Chairman

ACTION ITEMS

- I. **Call to Order:** Mark Webb called the meeting to order at 12:00 Noon
- II. **Changes to Agenda:** Agency Representatives will report first
- III. **Approve Minutes of meeting – March 2020:** Hannah moved to approve March minutes. Brook seconded. Motion Carried.
- IV. **Treasurer’s Report:** Ken moved to approve Treasurer’s Report and pay bills. Hannah seconded. Motion Carried.

ACTION ITEMS

- V. **OLD BUSINESS:**
 - 1. **Upcoming Event:**
 - 2. **Supervisor’s Report:**
 - 3. **Office items:**
 - 4. **Admin Report:**
 - 5. **NACD Admin Contract:**

VI. AGENCY REPORTS/REQUEST

- 1. **NRCS Update:**
 - a. Grant form for Tri-District Employee TA2020-21 MOA approved for \$45,000.
 - b. MOA TA2019 Grant Quarterly Report sent 4/18/2020, due 4/20/2020.
 - c. Lock down for conference room at the Burley Service Center until further notice. Meeting had to be moved to the Masonic Lodge in Burley this month.
 - d. Contracts going good with farmers. CRP offers in Cassia. They need to be signed. East Cassia needs to go over them. 2000 to 2200 Acres.
 - e. Demonstration Farm is moving forward, and funding is pending. Cover seed is being donated. Crop rotation will be, for example, four crops: Corn; Beans; Potatoes; or Sugar Beets. The rotation schedule will be decided later. Those who would like to be on the governing committee from the districts should let David know. The Demonstration Farm is located on the East side of the Burley Butte. It is 42-43 acres and it has wheel lines on it.
 - f. MOA that was tabled last fall will be coming up again soon addressing the unfunded Cooperative Agreement. David forwarded the agreement from Curtis to the districts. The Districts will be expected to go over the MOA, submit any changes to David if necessary and then sign it when it has been approved. By signing it the NRCS and the East and West Cassia SWCDs will continue with the relationship documented in the MOA. The deadline to have it signed and submitted is June 1, 2020. The second part of the agreement can be discussed and completed later. The vehicle use portion of the agreement will probably not be an issue.

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- g. The TA2019 Soil Conservation Tech is a different MOA from that of the District MOA.
- h. Computer, office space, desk, services to NCRS (customer support, out-reach, etc.), answering the phone, and financial responsibilities will be addressed in the agreement. Things like office space, computer, vehicle use and phone will be tracked. They will be shared with no funds being transferred.

2. ISWCC Update:

- a. Brent asked that we contact Minidoka SWCD to see if they put together a letter mid-April to address the need for the local IASCC representative. If not, we need to see if we can put a letter together.
- b. The Idaho Soil and Water Conservation Commission District Annual Survey was provided to us by Carolyn Firth. She explained that it was to be sent to Delwyne Trefz by May 31, 2020. The Survey was filled out and signed by Mark Webb, Chairman. It was sent to Mr. Trefz on May 13, 2020. He responded with an email to the board of supervisors regarding the comments that were expressed.
- c. Carolyn has contacted all the participants for the soil testing in June 2020.

VII. NEW BUSINESS

1. Calendar of Events:

- a. Next Board meeting - June 9th or 16th
- b. Awards Banquet - June 9th or 16th
- c. Spring Picnic - June 9th or 16th
- d. IASCDs 78th Annual Conference – November 10-13, 2020 in Burley, Doreen explained the draft agenda. Expressed the need for donations. Handed out donor sheet for the supervisors to offer when possible.

2. Supervisor's Report:

- a. Taxes sent 4/30/2020
- b. Welcomed Rob Cottle to the meeting as a new member of the board. He was given the Notary Document to start the process on 5/12/2020.

3. Office items:

- a. Update QuickBooks in May, QB will not support our current 2017 version for payroll. Credit card. (½ East & ½ West) Okayed for new version Pro Plus 2020. Cost around \$300 a year with support. (\$150 East and West) Update planned for 5/19/2020.

4. Admin Report:

- a. **Tree Sales Update:** Tree sales 2020 report. Enclosed.
- b. **Direct Seed Update:** 7 rentals East and West. 7 rentals for Minidoka

Adjourned meeting: Meeting adjourned at 1:30 pm. Hannah moved to adjourn. Brook second. Motion carried.

Respectfully submitted by LaRae Warren