



Kootenai-Shoshone Soil and Water Conservation District
7830 Meadowlark Way, Suite C1 – Coeur d’Alene, Idaho 83815 – Phone (208) 762-4939

Date: December 11, 2019

Time: 9:00 a.m.

Place: NRCS Conference Room, 7830 Meadowlark Way, Suite C-1, Coeur d’Alene, ID 83815

AGENDA

I. Call to Order

II. District Business

- a. Approve Minutes from November’s Meeting **ACTION ITEM**
- b. Treasurer’s Report **ACTION ITEM**

III. Agency Reports

- a. NRCS: Aubrey
- b. ISWCC: Brad
- c. KSSWCD: Updates

IV. Other Business

- a. Employee policy/Handbook
- b. Personal Emails for ISWCC
- c. Performance Report Certification – **ACTION ITEM**
- d. Letter of Agreement with Avista – **ACTION ITEM**

V. On Going Business

- a. Next Meeting January 8, 2020 at 9am NRCS Conference Room

VII. Adjournment ACTION ITEM

*The Kootenai-Shoshone Soil & Water Conservation District Supervisors may also hold an executive session to discuss personnel matters pursuant to Idaho Code #67-2345. No formal action will be taken during this session.

All services of the Kootenai-Shoshone Soil & Water Conservation District and the USDA Natural Resources Conservation Services are offered on a non-discriminatory basis without regard to national origin, race, color, religion, sex, age, marital status or handicap. Auxiliary aides or services for persons with disabilities are available upon request. Please call 208-209-4348 five (5) days prior to the meeting so that suitable arrangements can be made. Text telephone (TT) 1-800-377-3529.

Kootenai-Shoshone Soil and Water Conservation District
7830 Meadowlark Way, Ste. C-1
Coeur d'Alene ID 83815
208.209-4348

“Putting conservation on the ground by promoting stewardship”

Minutes

Date: December 11, 2019

Present

Bob Burke – Vice-Chairman
Stan Thornton - Secretary/Treasurer
Laurin Scarcello - Supervisor
Linda Ely – Supervisor
Robert Flagor – Supervisor
Mike Schlepp – Supervisor
Aubrey Hoxie - NRCS
Karla Freeman, KSSWCD
Trisha Crawford – NRCS
Andrea Burton - NRCS

Absent (Board members)

Ed Pommerening - Chairman
Brad Shelton - ISWCC

Meeting called to order by Vice - Chairman Bob Burke at 9:00 a.m.

Bob Flagor moved and Stan Thornton seconded the motion to approve the November minutes. **Motion Carried.**

Prior to approving the Treasure’s report, Stan Thornton presented an amended budget for FY 2020 (see hand out) to reflect the first six months of real numbers. Bob Flagor moved and Laurin Scarcello seconded the motion to approve the amended budget. **MOTION CARRIED.**

Linda Ely moved and Mike Schlepp seconded the motion to approve the November financial report. **Motion Carried.**

Andrea Burton with the NRCS updated that currently they have 18 active EQIP contracts and 33 active RCPP-EQIP contracts. As far as the 2020 applications, there is still no deadline yet. We have roughly 65 applications for the next funding cycle. We have 2 CSP contracts all non-industrial private forests completing forestry/wildlife projects. One is expiring this year. No word on a deadline. The Secretary of Agriculture announced a CRP signup going on from December 9, 2019 thru February 28, 2020. They anticipate it being one of the biggest signups, as they have not had one in more than 3 years. Rental rates have decreased, Kootenai county is between \$41.00 - \$61.00 per acre. The SWE (Snow Water Equivalent) is 31% of normal and % precip 53% of normal as of 12/11/19.

Brad Shelton with the ISWCC was not in attendance and there were no updates.

Karla Freeman Administrator gave the district’s update. Karla updated that the carry over from the boat station has been moved to the savings account until the 2020 boat season and at that point it will be transferred back. Karla updated that the district had received the match allocations of \$ 7483.00 from ISWCC. Karla updated the status of all ongoing projects within the district (see hand out). Karla also updated that the second installment of \$ 2583.45 was going out to IFOA for the 2020 seedlings order and was in line with the payment schedule that was voted on in a previous meeting. Karla also updated that

the audit for the FY2019 was complete and we have all reports from the auditors. Karla also updated that the payroll processing company sent a letter stating the processing fees would have a slight increase for the upcoming 2020 year. Karla also updated the board on an upcoming meeting/training seminar with Jim McNall with ICRMP to go over new open meeting laws and supervisor's responsibilities. This meeting will be held on January 16, 2020 in Sandpoint for all district supervisors and administrators in Division 1, weather permitting.

Karla updated that Legislative Days will be held in Boise January 13th and 14th, 2020. Sarah Garcia, Administrator from Bonner County will be attending and representing all four districts. It was discussed to help offset some of the charges for all the displays and printouts. This topic will be added to the January 2020 agenda to be voted on.

Karla also updated that an employee policy/handbook needs to be revised to include the boat station employees along with an update for the district administration position.

Karla updated that the board members need to have email accounts set up to deal with district business only. Stan Thornton volunteered to help Karla get these set up and this topic will be added to the January 2020 agenda.

Karla updated that the Performance Report for 2019 as been completed and it is ready to be signed and submitted. Stan Thornton moved and Linda Ely seconded the motion to submit the Performance Report for 2019. **MOTION CARRIED.**

Karla presented the Letter of Agreement with Avista for the Wolf Lodge Creek Reach #3 Streambank Restoration Project. Bob Flagor moved and Mike Schlepp seconded the motion to approve the LOA. **MOTION CARRIED.**

Next board meeting will be January 8, 2019 at 9:00 am at NRCS conference room.

Meeting adjourned at 10:15 am.