



Kootenai-Shoshone Soil and Water Conservation District

7830 Meadowlark Way, Suite C1 – Coeur d'Alene, Idaho 83815 – Phone (208) 762-4939

Date: July 14, 2021

Time: 5:00 pm

Place: NRCS Building 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 June's Meeting **ACTION ITEM**
- b. Treasurer's Report **ACTION ITEM**

III. Agency Reports

- a. NRCS: Aubrey
- b. ISWCC: Katie Yoder
- c. KSSWCD: Karla Freeman

IV. Other Business

- a. Personnel Policy – **ACTION ITEM**
- b. State Attorney General MOU – **ACTION ITEM**
- c. DEQ MOU – 319 BMP Mica Creek – **ACTION ITEM**
- d. Zoom Account -**ACTION ITEM**
- e. Purchase equipment for Zoom – **ACTION ITEM**
- f. Anderson Brothers - Audit Engagement Letter – **ACTION ITEM**
- g. Annual Conference in Boise- Donation for Raffle Prizes- **ACTION ITEM**
- h. Financial Match Report Submission – **ACTION ITEM**
- i. **Executive Session [Idaho Code §67-2345(1)(a) & (b)]**

V. On Going Business

- a. Next Meeting August 11, 2021 at 9am. Place to be announced at a later date.

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(1)(a) & (b)]5. 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

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: July 14, 2021

Present

Bob Burke – Vice - Chairman
Laurin Scarcello – Supervisor
Linda Ely – Supervisor
John Minichino, Jr. – Supervisor
Bob Flagor – Supervisor
Stan Thornton – Associate Supervisor/Treasurer
Karla Freeman, KSSWCD
Bill Lillibridge – ISWCC

Absent (Board members)

Wes Evans – Supervisor
Katie Yoder – ISWCC
Aubrey Hoxie - NRCS

Meeting was held at 7830 Meadowlark Way Suite C-1, Coeur d’Alene, ID 83815 in the NRCS Conference Room.

Meeting called to order by Vice- Chairman Bob Burke at 5:00 pm.

Laurin Scarcello moved and Linda Ely seconded the motion to approve the June 2021 minutes. **MOTION CARRIED.**

Stan Thornton had a handout of the actual budget verses the projected budget for the year FY 2020-2021. One budget included all grants. Stan also produced one to include only the boat station grant just to see where the District would be without any grants.

Bob Flagor moved and Laurin Scarcello seconded the motion to approve the June 2021 financial reports. **MOTION CARRIED.**

Before we started with agency updates, Bob Burke, Vice-Chairman wanted to address a public opinion letter that was written by Laurin Scarcello, Supervisor to the Coeur d’Alene Press that was printed in the July 10, 2021 addition. This was a beautifully written letter; the board appreciates his time and efforts in doing this (see letter). There were some questions and discussion on this article.

Aubrey Hoxie, NRCS was not in attendance and had a handout of the updates.

Bill Lillibridge, ISWCC was in attendance. Bill updated that the new replacement for Brad Shelton was getting up to speed on each of the districts in the division. Katie has been familiarizing herself with the ongoing projects, past and present as well as reading the TMDL’s. Bill updated that he met with Andrew Wright, owner W & R Land, which is involved with our 319 Grant for the North Fork of the Coeur d’Alene River in Shoshone county. He is on board with the project and is going to allow us to do willow harvesting for the project.

Bill also updated that he met with another landowner Albert Walsh who has bought some additional property in Cataldo. He is interested in turning some of this land into wetlands. Bill thinks this would be a possible project in the future for the district.

Bill updated that the governor of Idaho will be in Troy for the Capitol for the Day event on July 15, 2021.

Karla Freeman, District Administrator gave updates:

We are still looking to hire someone to replace Duncan Phiefer, who was working under the NACD Grant for Technical Assistance for NRCS. The district is currently running an ad on Indeed.

Karla also updated that the payroll fees for Capstone CPA'S will be switching from a flat rate to an hourly rate. It looks like there will be an increase of 15%. Karla will monitor the fees being paid, and if they start to get to high, we will look into sourcing out the payroll to another company.

Karla also updated that the deadline for the no till drill was on May 3, 2021. This will give us time to get all the research and paperwork completed for the next Conservation Innovation Grant (CIG). In this grant the minimum amount you can apply for is \$25,000 and the maximum is \$75,000. The no till drill falls perfectly in this price range.

Karla also updated that the 2nd installment was received from ISDA for the boat station grant. Karla also had a handout of the statistics of each station as of July 10,2021 compared to last year.

Karla also updated that the project at Wolf Lodge Creek Reach # 3 looks great. There were a handful of agency people (Kristin Lowell – DEQ, Todd Higen -DEQ, Diane Partridge- IDL, Bob Flagor – Supervisor, Katie Yoder – ISWCC, Karla Freeman – Administrator, Jeff Sells - Landowner) who went out to look at the plants due to such an extreme heat wave we have been having. Karla along with these agencies are continuing to monitor the water tables. The district has secured pumps and sprinklers from IDL's fire cache to irrigate the area if needed.

Karla updated there was a catastrophic issue with the Wester White Pines seedlings for the 2022 year, most have died and we will only be getting around 4,500 instead of the 11,000 ordered. This was due to more of a conditions issue and not a seed source. PSP is currently searching for additional WWP seedlings.

Karla also updated, a reminder that the November Annual Meeting will be in Boise, Karla will be attending and wanted to the board to be thinking of who else will volunteer to attend as well.

Next on the agenda is the approval of the Personnel Policy – Bob Flagor moved and Linda Ely seconded the motion. **MOTION CARRIED.**

Next on the agenda was the State Attorney MOU. Bob Flagor motioned and Laurin Scarcello seconded the motion. **MOTION CARRIED.**

Next on the agenda was the approval of the DEQ 319 BMP MOU. Laurin Scarcello motioned and Linda Ely seconded the motion. **MOTION CARRIED.**

Next on the agenda was the approval of purchasing a Zoom License for 1 year at \$149.90. Laurin Scarcello motioned and Bob Flagor seconded the motion. **MOTION CARRIED.**

Next on the agenda was the approval of purchasing a laptop speaker phone to go with the Zoom purchase. Linda Ely motioned and Laurin Scarcello seconded the motion. **MOTION CARRIED.**

Next on the agenda was the approval for the Anderson Brothers yearly audit engagement letter. Laurin Scarcello motioned and Linda Ely seconded the motion. **MOTION CARRIED.**

Next on the agenda was approval for \$100.00 donation to IDEA to purchase raffle prizes for the upcoming annual meeting. Laurin Scarcello motioned and Linda Ely seconded the motion. **MOTION CARRIED.**

Next on the agenda was approval of the Financial Match Report submission. Bob Flagor motioned and Laurin Scarcello seconded the motion. **MOTION CARRIED.**

Next on the agenda was call to Executive Session. Laurin Scarcello motioned and Bob Flagor seconded the motion. Roll call was done:

Bob Burke – Vice-Chariman - Yes
Laurin Scarcello – Supervisor – Yes
Bob Flagor- Supervisor – Yes
John Minichino Jr. – Supervisor – Yes
Linda Ely – Supervisor – Yes

Executive Session conveyed at 6:20pm. Executive Session adjourned at 6: 35 pm. Laurin Scarcello motioned and Linda Ely seconded the motion. Roll call was done:

Bob Burke – Vice-Chariman - Yes
Laurin Scarcello – Supervisor – Yes
Bob Flagor- Supervisor – Yes
John Minichino Jr. – Supervisor – Yes
Linda Ely – Supervisor – Yes

In executive session it was discussed and voted on to give the District Administrator Karla Freeman a raise to be effective July 15, 2021.

Next board meeting will be August 11, 2021 at 5:00 pm at 7830 Meadowlark Way Suite C-1, Coeur d'Alene, ID 83815 in the NRCS conference room.

Meeting adjourned at 6:40 pm.