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

Date: August 14, 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 July’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. Bear Creek Project Presentation – Duncan Pheifer, Alta Science
- b. Letter of Support for Alta Science on Bear Creek – **ACTION ITEM**
- c. Payments to IOFA (see proposed breakdown) – **ACTION ITEM**
- d. Yearly Audit Draft – **ACTION ITEM**
- d. Approve MOU for Wolf Lodge Creek Reach 3 – **ACTION ITEM**
- e. Review Requests for Proposals/Bids on the Wolf Lodge Creek Reach #3 – **ACTION ITEM**

**V. On Going Business**

- a. Next Meeting September 11, 2019 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

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: August 14, 2019**

**Present**

Bob Burke – Vice-Chairman  
Stan Thornton - Secretary/Treasurer  
Linda Ely – Supervisor  
Robert Flagor – Supervisor  
Laurin Scarcello - Supervisor  
Aubrey Hoxie - NRCS  
Andrea Burton – NRCS  
Brianna Whitehead - NRCS  
Brad Shelton -ISWCC  
Bill Lillibridge – ISWCC  
Ronald Mackin  
Duncan Pheifer – Alta Science  
Ben Davis – Alta Science

**Absent (Board members)**

Ed Pommerening – Chairman  
Mike Schlepp – Supervisor

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

Stan Thornton moved and Linda Ely seconded the motion to approve the July minutes. **Motion Carried.**

Laurin Scarcello moved and Robert Flagor seconded the motion to approve the July financial report. **Motion Carried.**

Aubrey Hoxie with the NRCS updated the board by introducing the new Pathway Student Brianna Whitehead, she will be working in the Coeur d'Alene office as an intern from August 2019 through December 2019.

Aubrey also updated that all of the EQIP application were complete.

Brad Shelton with ISWCC updated the board on finishing up the 319 grant submission on the Mica Creek Project. He notified the board that the WAG meeting for October had been cancelled and the only presentation of the 319 Project would be at the BAG meeting on October 17, 2019. Bob Burke, Vice-Chairman along with help from Bob Flagor, Supervisor and Karla Freeman the district's administrator will be attending and helping with this presentation. Brad also updated about the upcoming Division meeting on October 18, 2019, the location had not been decided as of yet.

Karla Freeman, Administrator updated the board on the Moon Gulch Restoration Partnership submission, at this time we will not move forward with a full proposal due to a complication with accessing the land that is on Forest Service property, as well as other smaller issues.

Karla also updated the board on the audit for the year 2017-2018 had been completed and supplied the board with the draft copy.

Karla also updated that we received the Sub Grant Development Form on the MICA Creek project. Karla will get this filled out and sent back in to the DEQ.

Karla updated that IFOA had contacted her to ask about getting payments started to them for the 2020 tree order. Karla provided the board with a payment schedule breakdown. Stan Thornton moved and Linda Ely seconded the motion to approve the payment schedule. **MOTION CARRIED**

Karla also provided the board with a copy of the MOU from DEQ for the Wolf Lodge Creek Reach #3 project. There were no issues with the MOU. Robert Flagor moved and Stan Thornton seconded the motion to approve and sign the MOU. **MOTION CARRIED.**

An attendee Ronald Mackin introduced himself to the board. Mr. Makin discussed how he was in the process of making bio-char and he is looking for help in matching him to agencies that would possible have available grants he would be able to apply for. In general, he is looking for support.

Laurin Scarcello spoke to the board about a fall Grower's Meeting. Laurin and Robert Flagor would reach out to Linda Rider and invite her to our next board meeting in September to further discuss having a Grower's Meeting.

Duncan Phefier, Alta along with Ben Davis, Alta made a presentation on a project they are seeking support for at Bear Creek in Shoshone County. This project is through Restoration Partnership and they requested a letter of support from the board to submit with their proposal. The project is for a road repair to fix connectivity and fish passage and already has 8 landowners on board. Bob Burke moved and Robert Flagor seconded the motion to supply a letter of support for this project. **MOTION CARRIED.**

Executive session was called by Bob Burke, Vice-Chairman at 10:15 am to review bid proposals for the Wolf Lodge Creek Reach # 3 project with Bill Lillibridge ISWCC, Brad Shelton ISWCC, and Karla Freeman, Administrator sitting in on the session. Bob Flagor moved and Bob Burke seconded the motion. **MOTION CARRIED.**

Karla Freeman provide everyone with a breakdown on the 4 bids that were received for the project along with a copy of the Request for Bid that was sent out for scoring purposes.

After the board reviewing the bids and scoring each bid, vote was made as follows:

Bob Burke voted for River Design Group  
Stan Thornton voted for River Design Group  
Linda Ely voted for River Design Group  
Robert Flagor voted for River Design Group

Bob Burke, Vice-Chairman moved to leave executive session at 10:55 am.

Open session started back at 11:00 am. Bob Burke moved and Robert Flagor seconded the motion of awarding the bid to River Design Group for the Wolf Lodge Creek Reach #3 Project for the design aspect of the project. **MOTION CARRIED.**

Next board meeting will be September 11, 2019 at 9:00 am at NRCS conference room.

Meeting adjourned at 11:15 am.