



Kootenai-Shoshone Soil and Water Conservation District

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

Date: November 9,2022

Time: 9:00 am

Place: Conference Room located in the NRCS Field Office at 7830 Meadowlark Way Suite C-1, Coeur d’Alene, ID 83815

AGENDA

I. Call to Order

II. District Business

- a. Approve Minutes for October’s Meeting **ACTION ITEM**
- b. Treasurer’s Report **ACTION ITEM**

III. Agency Reports

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

IV. Other Business

- a. Boat Station Inspection Program – Sarah Garcia – Discussion
- b. Apply for District Credit Card – **ACTION ITEM**
- c. Develop a District Policy Manual – Bob Flagor – Discussion
- d. Approve Performance Report for 2022 Submission - **ACTION ITEM**
- e. Approve to contribute to NACD – **ACTION ITEM**
- f. Beaver Creek – Discussion-Bob Burke/Katie Yoder
- g. No Till Drill – Discussion on Status of Business Plan
- h. Bunker Hill Story Project – Video – **ACTION ITEM**
- i. **Executive Session [Idaho Code §67-2345(1)(a) & (b)]**

V. On Going Business

Next Meeting December 14,2022 at 9:00 am Conference Room located in the NRCS Field Office at 7830 Meadowlark Way Suite C-1, Coeur d’Alene, ID 83815

VII. Adjournment ACTION ITEM

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: November 9,2022

Present

Bob Burke – Vice- Chairman
Bob Flagor – Supervisor
Linda Ely – Supervisor
Jon Groth – Supervisor
Laurin Scarcello – Supervisor
John Minichino Jr.
Wes Evans - Supervisor
Karla Freeman, KSSWCD
Corey Bonsen- NRCS
Katie Yoder – ISWCC
Sarah Garcia - BCSWCD

Absent (Board members)

Bill Lillibridge , ISWCC

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

Meeting called to order by Vice-Chairman Bob Burke at 9:00 am. Since there are attendees on a time constraint, we will edit the order of the agenda items.

Laurin Scarcello moved, and Linda Ely seconded the motion to approve the October’s 2022 minutes. **MOTION CARRIED.**

Laurin Scarcello **moved**, and Bob Flagor seconded the motion to approve the October’s 2022 financial reports. **MOTION CARRIED.**

First on the agenda was Corey Bonsen, with NRCS updated:

Corey updated that there was nothing new to add from last months update. Corey did update us on the Local Work Group Meeting that was held the day prior on Tuesday November 8, 2022. There were about 25 people that attended the meeting. Corey updated that there will be some changes made to ranking questions and the scoring of points and will send those out once they are completed.

Katie Yoder with ISWCC gave updates that the Commission will hold an in-person regular meeting from 1 p.m. – 4 p.m. Nov. 15th at the IASCD Conference venue in Burley. The Commission has a Listening Session scheduled for 4 p.m. Nov. 15th during the IASCD Conference in Burley. We will not have Zoom capabilities, so this is an in-person meeting only. Anybody who can’t make it to Burley but

who would like to have their thoughts heard by Commissioners can send comments or questions to me prior to the meeting.

Next on the agenda was Karla Freeman, District Administrator updated on the following projects:

Leading Idaho – At the request of Jamie Brunner with DEQ – We made the Toedter/Mica Creek application into 2 standalone applications. The high flow channel and vegetation management .Vegetation Mgt will not be funded.

We will have another grant application in the Wolf Lodge area and will be submitted this week.

319 BMP Mundt- We received the final reimbursement and made the final payment to Larry Mundt

North Fork CDA River – Site 1 and 2 are completed and DEQ has already had a site visit on these areas. The District is waiting on the invoices to come in from the Shoshone County Road Department to see if we have additional funding to move to Site #3. If not, we will then apply for Leading Idaho funding to offset the costs.

Boat Stations – The last station closed October 31, Kelli Moe, Boat Station Manager will be here at the December board meeting with end of season wrap up, issues encountered through out the season and stats.

NACD TA Grant- The District received 1st installment of \$6200.00 and hired a TA person to start on Monday Nov 28th.

Anderson Brothers – Currently working on Audit

319 Presentation was made to the BAG on Oct 20th- We ranked #1 – moving forward with one BAG recommendation that we add in for electric fencing as well as offsite watering. Katie did a great job presenting this

The District received our county Allocation for the FY 2023 from Kootenai County in the amount of \$6000.00

Next on the agenda was Sarah Garcia, BCSWCD presented to the board issues concerning the boat stations and the staffing problems that have gone on for the last three years in Bonner County. Sarah handed out stats of the boat stations of her District as well as Kootenai's District stats and discussed that Bonner County has started the conversation with Idaho Department of Agriculture concerning the staffing issues and the hourly wages of boat station inspectors. Sarah updated that she has already met with Lloyd Knight, Department of Agriculture to discuss these issues and how it is impacting the District. Sarah updated that she has reached out to all her local resources to request letters of support be sent into the Department of Agriculture. Sarah updated that she will also be meeting with Lloyd Knight

prior to the annual conference and had invited our District to join the conversations since we have some momentum started as Kootenai Shoshone has some of these same issues. Sarah updated that if Idaho Department of Agriculture does not raise the funding for the wages that the Bonner County SWCD will not be able to accept an MOU for this program and it will be handed over to the Department of Agriculture. Sarah expressed how detrimental this would be to the area and the work that has been done in the past decade. It would be only a matter of time that this would have the trickle effect into Kootenai Shoshone waters.

Next on the agenda we will do all action items, as we have attendees that are on a time crunch. First on the agenda is applying for a District credit card.

Bob Flagor moved, and John Minichino Jr. seconded the motion to apply for a basic credit card with ICCU who the district banks with is currently. **MOTION CARRIED.**

Next was to approve the submission of the Annual Performance Report that is due in December. Wes Evans moved, and Laurin Scarcello seconded the motion. **MOTION CARRIED.**

Next was to approve the NACD contribution request. In the past years we have donated \$500.00. Bob Flagor moved, and John Minichino Jr. seconded the motion. **MOTION CARRIED.**

Next on the agenda was to approve the contribution to the State Farm Farm Bureau to assist with the final version of the Bunker Hill Story that was created by our previous Chairman Ed Pommerening. This project is essential to Idaho's history, and we need to capture this and use for education and outreach. Laurin also updated the board that this presentation will be shown on November 19, 2022 at 1:00 pm at the Caldwell Bankers Commercial office in Coeur d'Alene. All are welcome to attend. Laurin Scarcello moved, and Linda Ely seconded the motion. **MOTION CARRIED.**

Next on the agenda was to break into Executive Session at 11:00 am. Linda Ely moved, and Laurin Scarcello seconded the motion to break into Executive Session to discuss personnel issues. Roll call was taken:

Bob Burke	Yes
Bob Flagor	Yes
Linda Ely	Yes
Wes Evans	Yes
John Minichino Jr.	Yes
Jon Groth	Yes
Laurin Scarcello	Yes

The discussion was headed off talking about what an exceptional job that Kelli Moe does. Kelli is the Boat Station Manager. Kelli works on call 24/7 over the whole boat season of eight months, sometimes even pulling double shifts to cover for employees. The District would like to recognize her hard work and dedication that she gives to this program with an end of the year bonus. Laurin Scarcello moved, and Wes Evans seconded the motion to give Kelli Moe an untaxable end of the year bonus. **MOTION CARRIED.**

Bob Burke moved, and Linda Ely seconded the motion to go back into regular meeting. Roll call was taken:

Bob Burke	Yes
Bob Flagor	Yes
Linda Ely	Yes
Wes Evans	Yes
John Minichino Jr.	Yes
Jon Groth	Yes
Laurin Scarcello	Yes

MOTION CARRIED.

Next on the agenda was discussion concerning a Division and District policy manual. Bob Flagor presented to the board an issue from the Division meeting last month concerning a commissioner sitting on two boards and how this is a conflict of interest. This is also not addressed in the policy manual for the conservation districts. This situation created an Emergency Resolution that will be presented to the floor at the annual conference. Bob Flagor is suggesting that conservation districts form a committee to review and update the Policy Manual and have this situation addressed. There was a vote held at the Division meeting, passing unanimously. There was no action item for this as it has already gone through the formal process at the Division 1 meeting in October 2022. Bob Flagor also addressed that the District will start the process of developing a Policy Manual for the administrative duties and board member duties for the District.

Next on the agenda is the no till drill project. Wes Evans, Supervisor is working on a rough draft for a business plan so the District can move forward on developing a no till drill program that is much needed in the area. The District will continue to discuss this project at every board meeting and continue to develop a business plan for this project. All members of the board are excited and want to implement this program as soon as we can.

Next on the agenda was the Beaver Creek Project. Bob Burke, Vice-Chairman, updated the board concerning the two landowners that approached us for help on their land. At the time, the District could not do anything due to the US Forest Service (USFS) not wanting to participate on their own land. We are going to continue to work with agencies to see if we can move past this challenge and give the landowners the much-needed help. Bob Burke updated that this issue will be brought up at the WAG meetings now that they have resumed after COVID.

Next board meeting will be on Wednesday December 14, 2022 at 9:00 am at 7830 Meadowlark Way C-1, Coeur d'Alene, ID 83815.

Meeting adjourned at 11:20 am.

EXECUTIVE SESSION MOTION AND ORDER

Linda Ely (print name), _____ (print title),
MOVES THAT THE BOARD, PURSUANT TO IDAHO CODE § 67-2345, CONVENE IN
EXECUTIVE SESSION TO: (identify one or more of the following)

- Consider personnel matters [Idaho Code § 67-2345(1)(a) & (b)]
- Deliberate regarding labor negotiations or acquisition of an interest in real property [Idaho Code § 67-2345(1)(c)]
- Consider records that are exempt from public disclosure [Idaho Code § 67-2345(1)(d)]
- Consider preliminary negotiations involving matters of trade or commerce in which this governing body is in competition with another governing body [Idaho Code § 67-2345(1)(e)]
- Communicate with legal counsel regarding pending/imminently-likely litigation [Idaho Code § 67-2345(1)(f)]
- Communicate with risk manager/insurer regarding pending/imminently-likely claims [Idaho Code § 67-2345(1)(j)]
- Conduct labor negotiations [Idaho Code § 67-2345(2)]

Purpose/Topic summary (required): Personnel matters
AND THE VOTE TO DO SO BY ROLL CALL.

CONVENE AT: 11:00 am ADJOURN AT: 11:10 am

	YES	NO	ABSTAIN
_____, Chair (print name)	_____	_____	_____
<u>Bob Burke</u> , Member (print name)	<u>✓✓</u>	_____	_____
<u>Bob Flager</u> , Member (print name)	<u>✓✓</u>	_____	_____
<u>Linda Ely</u> , Member (print name)	<u>✓✓</u>	_____	_____
<u>Wes Evans</u> , Member (print name)	<u>✓✓</u>	_____	_____
<u>John Minichino Jr.</u> , Member (print name)	<u>✓✓</u>	_____	_____
<u>Jon Groth</u> , Member (print name)	<u>✓✓</u>	_____	_____
<u>Laurin Scarcello</u>	<u>✓✓</u>	_____	_____

Clerk/Deputy Clerk: Karla Jee
(Signature)

Public Agency: Kootenai County, Idaho
(name of county, city, district, etc.)

Governing Body: Kootenai Shoshone Soil & Water Conservation District
(i.e., "Board of County Commissioners", "City Council", etc.)

Meeting Date, Time and Location: Nov. 9, 2022 @ 9:00 am