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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: June 12, 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 May'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. District Budget FY 2020
- b. Donation to the NACD ACTION ITEM
- c. Mileage reimbursement to Karla under \$100.00- ACTION ITEM
- d. MOU with the NRCS for Karla's time – ACTION ITEM
- e. Grower's Meeting
- f. Land Owner Agreement – Action Item
- g. Diane Partridge – Explanation of Stewardship Program for the WCG Phase 2 report

**V. On Going Business**

- a. Next Meeting July 10, 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: June 12, 2019**

**Present**

Ed Pommerening, Chairman  
Stan Thornton, Secretary/Treasurer  
Robert Flagor, Supervisor  
Linda Ely, Supervisor  
Mike Schlepp, Supervisor  
Laurin Scarcello, Supervisor  
Brad Shelton, ISWCC  
Duncan Pfeifer- Alta Science & Engineering  
Diane Partridge - IDL

**Absent (Board members)**

Bob Burke – Vice-Chairman  
Laurin Scarcello - Supervisor

Meeting called to order by Chairman Ed Pommerening at 9:00 a.m.

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

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

Diane Partridge with Idaho Department of Lands presented first the Watershed Action Plan along with the Stewardship Program that will be added into the final draft of the Western Competitive Grant that is due June 30, 2019. Diane also answered questions concerning site specific concerns.

Brad Shelton, ISWCC gave his update. Brad Shelton gave a review on the possible projects for a new 319 grant that is due July 12, 2019 after visiting possible project sites on a field trip with members of the board, Bob Burke, Vice-Chairman and Bob Flagor, Supervisor. Bill Lillibridge, ISWCC was also on the field trip along with our Administrator Karla Freeman.

Brad Shelton also updated us on the hours that were requested for technical assistance that was turned in on March 31, 2019 for the FY 2020. Brad Shelton, ISWCC was allocated for a total of 180 hours for our district and Bill Lillibridge, ISWCC was allocated for a total of 180 hour for our district as well.

Aubrey Hoxie, NRCS was not at the meeting and there was no update given.

Karla Freeman, Administrator gave the district updates. Karla updated on the outgoing payments to Kootenai Environmental Alliance (KEA). The irrigation system at the Gather Garden is completed and all payments have been made on this stage of the project. Next project will be the composting workshop in July. Next payment out should be for the materials to build the composter.

Karla Freeman, Administrator also updated the board that the yearly audit is being worked on at the present time. No completion date is known. Stan Thornton suggested that once the audit is done for 2018 that we go ahead and submit documentation for the 2019 audit. This will be added to the July agenda and voted on then.

Karla Freeman, Administrator updated that the letters of support for the Pritchard Creek Restoration project will go out today. The board voted on this approval at the May board meeting.

Karla Freeman, Administrator updated that the Restoration Partnership invited the district to submit a full proposal on two idea submissions, the Moon Gulch Watershed and Walsh, N. Coeur d'Alene River.

Karla Freeman, Administrator presented the FY2020 budget to the board. After the board reviewed the budget Lind Ely, Supervisor suggested that we increase the Conference/Seminars -State Conference to \$3,000.00 versus \$1,500.00 in case other board members would like to attend.

The donation for the NACD was voted on after the board reviewed the FY 2020 budget. It was voted to donate \$500.00. Linda Ely motioned and Mike Schlepp seconded. **Motion Carried.**

The board set guidelines on the mileage reimbursement for Karla Freeman, Administrator. Guidelines are to turn in quarterly, and under \$100.00 would not need a vote at board meetings. Stan Thornton motioned and Linda Ely seconded. **Motion Carried.**

The MOU with the NRCS was presented. The MOU is for Karla Freeman's time in helping the NRCS employees on anything they need her to do. The MOU states they will reimburse the district for her hours. Bob Flagor motioned and Linda Ely seconded. **Motion Carried.**

Growers Meeting will be carried forward to the July 2019 board meeting.

Karla Freeman, Administrator present a draft of a Landowners Agreement that should be put in place for certain projects that are done within the district. Mike Schlepp suggested that after making edits to the agreement we would need to send it to our attorney to review. We will move this to the next meeting in July so we have time to edit and review before having landowners sign.

Next board meeting will be July 10, 2019 at 9:00 am at NRCS conference room.

Meeting adjourned at 10:30 am.