

JULY 2019

## WEST CASSIA SOIL AND WATER CONSERVATION DISTRICT MEETING MINUTES

**Place:** Albion City Park

**Date:** July 12<sup>th</sup> 2019

**Time:** 5:00 pm

**Presiding:** Richard Kunau

**Supervisors Present:**

Richard Kunau - Chairman

Jordan Searle – Vice Chairman

Kathy Poulton – Treasurer

Brent Stoker - Member

**Employees and Agency Representatives:**

Jessica Anderson, *Boat Station Project Manager & Admin Asst.*

Sharon Wilmot, Minidoka SWCD Admin

Betty Carlson, *Boat Station Supervisor*

**Supervisors Absent:**

Ken Black – Member

### **ACTION ITEMS**

- I. **Call to Order:** Richard Kunau called the meeting to order at 5:41 pm.
- II. **Changes to Agenda:** None
- III. **Approve Minutes of previous meeting – June 2019:** The board reviewed the minutes, sent out via email, for the previous meeting. Kathy motioned to approve the minutes as written. Jordan seconded. Motion carried.
- IV. **Treasurer's Report:** The board reviewed the treasurer's report. Kathy motioned to approve the report. Brent seconded. Motion carried.
- V. **OLD BUSINESS:**
  1. None
- VI. **NEW BUSINESS:**
  1. **Boat Station Update :**
    - Jessica updated the board about the boat station with the assistance of Betty Carlson. Things are going smoothly thus far. Have not had as many fouled boats this season as last, however, Malad Station has had a lot this far and the state is at over 20 fouled boats for the season.
    - **ISP** schedule is still going well and have had coverage as promised. Jessica spoke with Cassia Sheriff's a few weeks ago due to lack of presence at the station. Since then, Betty reported that there has been an increase of Cassia Sheriff's coverage. Jessica was also told that Cassia County reached out to Minidoka County to possibly help cover those shifts that were not being filled, but she has not heard anything more. Jessica is going to talk with ISDA at the end of the season to see if they would be interested in reaching out to Minidoka for next season.
    - **Electricity** – ISDA has been in contact about physical power. ISDA is waiting for their financial department to approve the expenditure and then we will move forward with this project.
    - **Financial Report**  
ISDA has sent the second disbursement. Amount in () on financial report is the amount including this deposit. All QB reconciliations has been spot on without any complications.
    - **Discuss coming months and employees**  
The boat station has two employee's leaving in August for the rest of the season. Both were expected. Jessica and Betty will be looking to hire 1 full-time day employee and 1 part-time night employee (possibly full-time).
  2. **FY19-20 Budget Review and Approval:** The board will table the budget discussion for next meeting.
  3. **Supervisors Reports : None**
  4. **Admin Report:** Jessica let the board know that she, Megan, and Sharon had a lunch meeting to discuss coverage for some of Doreen's tasks. Megan and Jessica are working together for a fair booth display, the 3 admins are collaborating on Direct Seed Tasks, and LSEE will be re-addressed in Sept.
- VII. **AGENCY REPORTS/REQUEST**
  1. **NRCS : Div. IV Soil Testing Completed**
  2. **ISWCC:**

**Kathy motioned to adjourned meeting. Brent seconded. Meeting adjourned at 6:27 pm.**

*Respectfully Submitted By: Jessica Anderson, Admin*

*Note: the Board may hold an executive session to discuss legal and personnel matters pursuant to Idaho Code § 74-206(1) (A)(B)*