

**EAST CASSIA SOIL AND WATER CONSERVATION DISTRICT
DRAFT MINUTES – March 2021 BOARD MEETING
Masonic Lodge Burley
March 2, 2021 at 1:00 p.m.**

Place: Masonic Lodge Burley

Date: March 2, 2021

Time: 1:00 p.m.

Presiding: Steve Ward

Supervisors Present

Steve Ward – Vice Chairman

Ken Woodworth – Treasurer

Hannah Sanders – Member

Rob Cottle – Member

Employees and Agency Representatives:

Rachelle Osterhout, Administrative Assistant

Doreen McMurray, I&E Specialist

Melanie Nebeker, TA2020

Carolyn Firth, ISWCC

David Mabey, NRCS, by Virtual Zoom

Delwyne Trefz, ISWCC, by Virtual Zoom

Supervisors Not Present:

Mark Webb- Chairman

ACTION ITEMS

- I. Meeting called to Order by:** Steve Ward at 1:07 pm
- II. Changes to Agenda:**
- III. Minutes for previous meeting – February 2021 Minutes –** Hannah Sanders moved to approve Minutes of previous meeting. Ken Woodworth seconded. Motion Carried.
- IV. Treasurer's Report:** Ken Woodworth read treasurer's report, reviewed and discussed. Ken moved to approve Treasurer's Reports for February and pay all bills. Rob Cottle seconded. Motion Carried.

ACTION ITEMS

V. OLD BUSINESS –

CPA, QuickBooks, Credit Card Update

Working with CPA and finished payroll. It has been running smoothly. Ken commented working with CPA streamlines payroll/ taxes and gives us a 3rd party protection. Rachelle is learning procedures and will communicate with accountant to better understand what has been set in place.

Ken updated board on credit card. It had fraudulent charges on it from google play. We are waiting for a credit on the old credit card then it will be closed. The new credit card is here and activated.

TA 2021 Application has been completed and submitted.

Email from Benjamin RE: Budget, Ken read email from Benjamin: *"We had some good news from this morning's Joint Finance and Appropriations budget hearing. The committee approved the request from IASCD to increase funding in the amount of \$200,000 to be distributed equally between all 50 districts. Representative Caroline Troy made the motion and has continued to work hard to push for more district funding. There is a long way to go but we really appreciate her work in going to bat for districts."*

ISWCC Zoom: Delwyne Trefz joined via Zoom. He updated the board on where they are at with distributing state funds. Commission presented 5 possible choices for a more fair distribution of state funds. Choices were:

- 1- Status Quo, No change to process
- 2- Increase the base
- 3- Equal distribution among the 50 districts
- 4- Alter the cap
- 5- Tiered group

After discussion, Rob Cottle made the motion to lower the match cap from \$50,000 to \$25,000.00. Ken Woodworth seconded the motion. Motion carried.

VI. NEW BUSINESS

Calendar Events:

Next Board meeting – April 6, 2021. @ 1 pm at the Masonic Lodge Burley was approved

Supervisor's Report:

5 Year and Annual Plan Review- Discussed changes Doreen had made to the plan and added suggestions from Carolyn Firth. Doreen will update the changes and prepare for submission.

New Employee Rachelle Osterhout- I shared a little about myself. I am looking forward to streamlining reports and putting my knowledge of quickbooks to use to help the districts.

LaRae Last Day- March 1, 2021, she is still available by phone

Office items –

File Cabinet- Doreen picked up new file cabinet and delivered it to the NRCS office.

New Office Computer, Mic/ Headset, Camera, USB Hub- Doreen and Rachelle expressed the need to update the office computer with 2 screens. Rachelle will get quotes to present at the next board meeting.

Admin Report –

TA2020 – Melanie Nebeker telework at Melanie's house to help Dinah. She has been working on eligibility reports and getting them on the computer. Melanie is following up on 1 high tunnel and she is working on CRP contracts (eligibility and ranking deadline is in April.) She will be able to go out in the field to get maps updated.

The board would like Melanie to be more involved in preparing quarterly reports and needed paperwork for the grant. All board member and employees need to track time spent on this project or grant to include in the "in'kind" hours needed to be recorded on the grant.

VII. AGENCY REPORTS

ISWCC Update: JFAC funding request is ready to go to the legislature.

NRCS Update: David Mabey updated the board on restrictions to being in the office. Only 25% of regular NRCS staff are allowed in the building and NO partner agency personnel are allowed. There is another meeting scheduled for March 3, 2021 to discuss further and to get clarification. As of now we are still out of the office. David discussed the Local Work Group (LWG) plan to support local projects which will include: 70% irrigated cropland, 20% Range dry pasture, 5% range pasture, and 5% dry cropland. He will submit the initial funding request.

The Meeting Adjourned at 3:05 pm.

Respectfully submitted by Rachelle Osterhout