

# Bonner Soil & Water Conservation District

## Monthly Board Meeting Minutes

Date: Tuesday, January 4, 2018  
Time: 1:00 pm Meeting  
Place: 1224 Washington Ave., Sandpoint, ID

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### Attendance:

Alice Wallace, BSWCD	Greg Becker, NRCS
Harry Menser, BSWCD	Amanda Abajian, BSWCD
Herman Collins, BSWCD	Brad Shelton, SWCC
Dale Van Stone, BSWCD	Molly McCahon, POBC
Terry McGuirk, BSWCD	Jennifer Jensen, U of I
Belinda Knapton, BSWCD	

Absent: Cassie Tauber, BSWCD; Jessica Erikson, PRWC  
Guest: Tom Daniel, Boundary SCD

The meeting was called to order at 1:00 by Chairwoman Alice Wallace.

**Approval of Minutes:** Harry moved, seconded by Dale, to approve the December 2017 minutes, *the motion carried.*

**Financial Report:** Dale moved, and Harry seconded, the motion to approve the December 2017 financials, *the motion carried.*

**IDEA Dues:** Dale moved, and Harry seconded, the motion to pay the 2018 dues to IDEA for \$50.00, *the motion carried.*

**Horizon Credit Union Account Renewal:** Amanda and Alice reported to the board that the financial advisor recommended allowing the Bonner SWCD's CDs to renew as is with Horizon Credit Union because investing in a bond like Verizon could be a much larger risk than the district would be comfortable taking. Also, with the Verizon bonds the investment period would be 30 years which Herman reminded the board would be illegal for the district to do with district funds.

### **OLD BUSINESS**

**Office Holiday Donation:** Terry McGuirk advised the board how successful the Christmas donation to the family in need from Farmin-Stidwell was. With the donations made at the Christmas party, and the additional donations contributed by some of the teaching staff, over \$300.00 was raised to purchase presents and necessities for the family. The teaching staff and mother of the family were incredibly grateful for the donation of food and gifts to help out over the long holiday break. Bonner SWCD would like to thank everyone who donated at the Christmas party to help make this possible, and a big thanks to the Bonner Community Food Bank for the donation of food for the family!

**IASCD Legislative Days:** Amanda presented to the board that she has booked her flight and hotel room for the upcoming legislative days in Boise on January 15-16. Amanda reached out to the other districts in the division and they will be sending information to be included on the display board and will share the costs of her travel/hotel while in Boise. Dale moved, and Harry seconded, the motion to pay the \$100.00 donation to IASCD to support the costs of the legislative social, *the motion carried.*

Amanda asked Harry if he would be able to provide a couple of bags of Huckleberry Taffy to put on the table as a giveaway at the Legislative Display. Herman moved, and Dale seconded, the motion for the district to pay GemBerry

for the taffy provided for legislative days, the motion carried.

**QuickBooks Training:** Amanda advised the board that the QuickBooks training she attended in Bonners Ferry was incredibly helpful. Cassie Olson and she were able to receive individualized assistance with any questions they had with using QuickBooks. Cassie advised they would be able to setup another training like this in the future.

**Health Insurance 2018:** Dale recommended to the board that the District covers half of Amanda's deductible on a claim-by-claim basis to ease the potential cost of medical expenses for their employee. Amanda presented to the board the email from their auditor Leonard Schulte advising Bonner SWCD to be wary of payroll penalties and the need to require disclosure of a contingent liability on the audit notes. Herman advised the board to investigate all of the legalities behind the decision before moving forward. Dale moved, and Harry seconded, the motion to cover up to half of Amanda's health insurance deductible for 2018 on a claim-by-claim basis, the motion carried.

**FY2017 Audit:** Amanda presented the board with the final audit that was received from Leonard Schulte.

## **NEW BUSINESS**

**New Associate:** Herman moved, and Dale seconded, the motion to vote Belinda Knapton in as a new associate of the Bonner SWCD board, the motion carried.

**Boat Station Supervisor:** Amanda presented to the board that the MOU from ISDA has not yet been received, but once the daily rate is approved by ISDA, and accepted by Bonner SWCD it will be necessary to move forward with hiring a manager for the boat inspection stations. Amanda advised the board that Bob Flagor from KSSWCD asked her to attend their upcoming board meeting on January 10<sup>th</sup> to participate in their decision to take on the 4 boat inspection stations in their area. Herman moved, and Harry seconded, the motion to pay for expenses for Amanda to attend the Kootenai-Shoshone board meeting on January 10<sup>th</sup> in CdA, the motion carried.

**Lake Assist Coordinator:** Amanda and Molly reviewed with the board the option of hiring a new Lake Assist Coordinator for the office. In the past, the Lake Assist Coordinator was specifically for Coeur D'Alene, but if we were to approve hiring a new coordinator it would be for Bonner County. Historically the Lake Assist program in the Bonner SWCD office has been funded by IDEQ with additional employee funding by the district and The Lakes Commission. The Bonner SWCD board recommended that Amanda contacts IDEQ to see if they would be interested in funding a Bonner County specific Lake Assist position. Amanda will reach out to Jamie Brunner with IDEQ to see if she can attend the February board meeting to discuss the Lake Assist program.

**Tree Sale Advertising:** Amanda presented to the board the estimate from the Bonner Daily Bee to run a 1 week ad in the paper for the tree sale for \$775.00. It was recommended to send in the tree sale information to the Daily Bee as a PSA, and find other more inexpensive options to advertise the tree seedling sale.

**Civil Rights / EEO:** There were no updates to Civil Rights/EEO.

## **AGENCY REPORTS**

**NRCS Greg Becker:** Greg reviewed the current daycare office policy with the board. As the District Conservationist he needs notification beforehand if children will be brought to the office for board meetings, and they will need to be in the board room during the meeting, and not left unsupervised at any time. The board agreed that the liability will be shared between the NRCS District Conservationist and Bonner Soil and Water Conservation District. It was also agreed upon that children will only be brought to board meetings on an emergency basis, and not consistently. Dale moved, and Harry seconded, the motion for Bonner Soil & Water Conservation District to share the liability for the occasions when children must attend board meetings with the District Conservationist, the motion carried.

Greg advised the board that Tony Sunseri with NRCS received blanket funding to use district employees as needed to help with NRCS workload. This would be an option for the district administrator if time is permitting.

Greg advised the board that work will be moving forward for the wetland restoration easement on the McReynolds property with installing faux beaver dams to restore the water table.

**POBC & LAS Molly McCahon:** Molly reported that the US Negotiator from Washington DC came to Sandpoint to review the Columbia River Treaty. There was a good turnout for the meeting. Molly has also organized a local AIS working group that will be meeting 3 times a year. Molly reviewed that the Corp has implemented flexible winter pool for lake levels.

**SWCC Brad Shelton:** Brad Shelton brought in copies of the SWCC newsletter with the Cocolalla project being highlighted on the front page.

**U of I Jennifer Jensen:** Jennifer advised the board that the Starting your Sustainable Farm workshops will be coming up soon. They are held throughout the state and projected through a webinar. Starting on February 8<sup>th</sup> and the cost will be \$110 per person. The Master Gardner program is also coming up.

**Bonner SWCD by Amanda Abajian:** Amanda reviewed her written report which is included with the minutes.

The meeting was adjourned at 3:05.

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District Supervisor Signature

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Date

**Recap of Motions:**

Approval of November minutes

Approval of November financials

Approval of paying for Amanda's 2018 monthly health insurance premium

Approval of FY2017 audit draft and payment to Leonard Schulte

Approval of paying for all expenses for Amanda to attend Legislative Days in Boise

Approval of Amanda attending QuickBooks training in Bonner's Ferry