Bonner Soil & Water Conservation District

Monthly Board Meeting Minutes

# Date: Tuesday, October 1st, 2019

# Time: 1:00 pm Meeting

Place: 1224 Washington Ave. Suite 101, Sandpoint, ID

Attendance:

Dale Van Stone, BSWCD John Gaddess, BSWCD Jessica Erikson, PRWC

Terry McGuirk, BSWCD Glenn Kibbey, BSWCD Gail Bolin, WF

Harry Menser, BSWCD Sarah Garcia, BSWCD Molly McCahon, POBC

Jim Stevens, BSWCD Greg Becker, NRCS arrived at 2:15pm Brad Shelton, ISWCC

Absent: Jennifer Jensen, Chase Youngdahl,

The meeting was called to order at 1pm by Chairman Dale Van Stone.

**Approval of Minutes:** Harry moved, seconded by Terry, to approve the September 2019 minutes, *the motion carried.*

**Financial Report:** Terry moved, and Jim seconded, the motion to delay the review of the September financials, *the motion carried.*

**OLD BUSINESS**

**Boat Station Report:**  Glenn presented the Board with a written boat station update *(Attached).* Concerns were discussed regarding the likely construction of the second railroad bridge during the off season resulting in no one inspecting the barges that will be used to do the work and the need to discuss this further with ISDA. The Board also discussed Glenn’s failing computer that was noted on his season wrap-up report. Jim moved, and Harry seconded a motion for Glenn to purchase a new laptop for increased work efficiency, Glenn is to work with Jim & Sarah to determine the appropriate specs for the computer. *the motion carried.*

**Employee Evaluation Recommendations:** Jim provided the Board with an overview of the new employee management plan that he is working with the team to develop. This plan will clearly outline specifics of job duties, including when employee is not meeting, meeting, or exceeding the standards of performance as well as the manner & method in which these are performed. These job duties will reflect the districts contractual obligations to the different programs under our purview. Jim moved, and Terry seconded a motion to hire Glenn Kibbey as a part time employee for the off-season (Boat Station) his schedule will be $20/hr. and he will work Tuesday, Wednesday, Thursday. Glenn will assist as needed in a general administration capacity.

**QuickBooks Training –** Sarah reminded the Board she would be attending an all-day QuickBooks training in Spokane on Friday Oct. 11th.

**Division I Fall Meeting:** The Board was presented with the Division Meeting agenda for the meeting to be held on Friday Oct. 18th at the Stengar pavilion at the Coeur d ‘Alene Casino. The Board discussed who would be attending and who would be carpooling with one another. Sarah informed the Board of the Panhandle Seedling Program (PSP) meeting that would follow immediately after the Division meeting.

**ICRMP Training:** Sarah reminded the Board she would be attending an all-day ICRMP’s training in Moscow on Wednesday Oct. 23rd. The Board was presented with the training overview and invited to attend.

**State Conference – Nov. 12-15th:** The IASCD annual conference dates and agenda were presented to the Board, Sarah reminded the Board that she needed to book travel for herself & any board members that will be attending the conference. Terry moved, and Harry seconded a motion for the District to cover the expenses for Sarah and any Board members who wish to attend the IASCD Conference in Boise.

**East Spring Creek 319 Grant Update:** Sarah provided the Board with an overview of the separate meetings with both IDFG/Avista’s Ken Bowens and County Engineer Matt Moulder regarding the completion of the project. The need to seed the stream bank adjacent to Avista property to be discussed in more detail during NRCS report. Sarah also informed the board that there were several large willow cutting days (approx. 15,000) for upcoming projects taking place over the next few months and due to Greg’s current shoulder injury he would be unable to run the chainsaw but had reached out to several contractors and it appeared the rate would be between $250-300 per day. Terry moved and Jim Seconded a motion for the district to cover the cost of seed and up to 8-man hours to seed the streambank as well as to hire a sawer for the willow cutting days. *the motion carried.*

**PSP Update:** The Board was informed of the recommendation from the Deputy Attorney General’s office that Bonner SWCD retain “ownership” of the seedling program mirroring the setup/management of the Idaho State Forestry Contest; while entering into an interagency agreement with sister Districts. The Board was also presented with an estimated cost breakdown of the program over the next three years. Due to the current financial standing of the Boundary Soil Conservation District Sarah presented a proposal to the Board that instead of Boundary paying their 50% at sowing we cover their portion with them making one payment in full at the end of the sale once they have received payment for their customer orders. Terry moved, and Jim seconded the motion to move forward with an interagency agreement for the PSP program and to proceed with an MOU to cover the initial sow cost for Boundary SCD with payment to be received at the end of seedling sale. *the motion carried.*

**NEW BUSINESS**

**Vacant Board Seat:** Harry moved, and Jim seconded a motion to appoint John Gaddess to the Board seat vacated by Alice Wallace in September the appointment is in effect until the elections of 2020. *the motion carried.* The Board discussed options for hosting a retirement party for Alice and suggested that it take place in conjunction with the December meeting.

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

**AGENCY REPORTS**

**NRCS Greg Becker:** Greg gave a brief overview of the remaining work on the 319 grant on E. Spring Creek which includes seeding the streambank and planting willows to help stabilize the bank. Greg recommends an Idaho Fescue blend to be done as a dormant planting along with the willow planting. The willows would be best installed by using a specialized tool from AVISTA that attaches to an excavator & allows the willows to be planted 3+ feet into the ground. This would require the excavator to stay on the lowboy trailer to prevent damage to the new road surface there may be an additional $11,000 available that could be utilized for this project.

The easement has closed, and the Reynolds project now has an agreement in place and slated to be completed in October by contractor approved last year. Tentative dates have been set for willow cutting for the Reynolds, Hixson/Grouse Creek, and Clark Fork Delta project. Volunteers welcomed. The Hickson/Grouse Creek project is moving forward with a possible partnership with the county. Sean Mort has been selected as the contractor for the project.

**PRWC Jessica Erickson:** Jessica informed the Board that she had received the final draft of the Caribou/Hell Roaring prioritization plan. The reports identify areas recommended as easement opportunities as well as prioritized project items with input from Forest Service, Fish & Game, NRCS, Hancock, and IDL. The focus is fisheries enhancement projects in the lower 2 branches. The Pack River/McCormick Prioritization study has begun there is a large amount of data needed including geo database and updated maps. Many data gaps have been identified. The PRWC newsletter was mailed out. Jessica is also assisting with the Lakes Commission meeting prep.

**POBC Molly McCahon:** As a Cooperative agency with the EIS re: Albeni Falls Dam/Lake Pend Oreille POBC has weighed in regarding the information that is missing from the document currently the dam must be operated to the benefit to Salmon and fails to account for the impact to our lake/community. Molly also reminded the Board that the fall Lakes Commission meeting is Friday Oct 4th at 9am at the Columbia Bank Building.

**ISWCC Brad Shelton:** Brad presented the Board with printed copies of the legal proceedings and the communication between Idaho Soil & Water Conservation Commission (ISWCC) and Idaho Assoc. of Soil Conservation Districts (IASCD) related to the Franklin Conservation District that had previously been sent out via email by Teri Murrison to the district. Brad also provided physical copies of the state allocation with the 5% holdback reflected. Governor Little’s visit to Rathdrum for Capital for the Day had a very large turnout.

**Bonner SWCD by Sarah Garcia:** Sarah provided the Board a written report. *Attached.*

**Executive Session**

The meeting was adjourned at 3:20p.

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District Supervisor Signature Date

*All services of the Bonner Soil & Water Conservation District and the USDA Natural Resources Conservation Service 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 with disabilities are available upon request. Please call 263-5310 five (5) days prior to the meeting so that suitable arrangements can be made.*