

Bonner Soil & Water Conservation District

Monthly Board Meeting Minutes

Date: Tuesday, April 14th, 2020
Time: 1:00 pm Meeting
Place: 1224 Washington Ave., Sandpoint, ID *TELECONFERENCE*



Attendance:

Dale Van Stone, BSWCD	Molly McCahon, POBC	Linda O'Hare
John Gaddess, BSWCD	Jessica Erikson, PRWC	Greg Becker, NRCS
Harry Menser, BSWCD	Brad Shelton, SWCC	
Jim Stevens, BSWCD	Glenn Kibbey, BSWCD	
Sarah Garcia, BSWCD	Gail Bolin, Earthwise	

The meeting was called to order at 1:05pm by Chairman Dale Van Stone.

March Minutes: The meeting minutes presentation was postponed until the May Board meeting.

Financial Report: John moved, and Harry seconded, the motion to approve the March financials, *the motion carried.*

OLD BUSINESS

Seedling Sale: Sarah provided the board with a brief overview of the sorting/pickup day for the seedling sale. Remaining unsold seedlings are being stored in cold storage in Deary, Idaho. Large thank you to our partners and Board members who all assisted with the sorting/pickup day!

Funding Meeting with County Commissioners: Discussion was held as to whether any changes would like to be made to the funds request for 2021 based on COVID-19. The board is cognizant of the challenges and understands the difficult position counties are in during this time but feel that based on the value and funds the district brings to the county make the funds request appropriate at this time.

NEW BUSINESS

District Organizational Analysis:

- Personnel Policy:
 - John moved, Jim seconded the motion for employees to remain hourly employees, *the motion carried.*
 - Harry moved; John seconded that inline with State employees the Districts comp time policy will be 1:1 assignment. *the motion carried.*
 - Harry moved, and Jim seconded the motion to adopt the Personnel Policy in its entirety. *the motion carried.*
- Performance Review & Development Plan
 - After review and discussion Harry moved, John seconded the motion to adopt the Performance Review and Development Plan in its entirety, *the motion carried.*
- Financial Management System
 - After demonstration and review Jim moved, Harry seconded the motion to adopt the Financial Management system designed with Resolve Financial Group. *the motion carried.*
- District Organization Overview Documents
 - After much discussion the Board retained the current meeting date of the first Tuesday of each month. John moved, Harry seconded the motion for Board meetings to remain the first Tuesday of the month with the understanding that due to the timing of the board meetings the financial review each month will be 2 months in arrears (April financials reviewed at June meeting). *the motion carried.*
 - John moved, and Harry seconded the motion that the Districts Organization analysis document be adopted in its entirety with the following edits: the title of sheet changed to Operational Overview and dotted lines replace solid to reflect the nature of interaction. *the motion carried.*
- John moved and Harry seconded a motion to approve up to 25hrs of additional transition funding for Maggie to assist the District. *the motion carried.*

On behalf of the Board as a whole Dale thanked all who participated in the Districts Organization analysis and especially Jim and the committee. The Board expressed their appreciation for the great team, knowledge, experience that were involved as well as the time and effort expended in the long overdue process.

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

AGENCY REPORTS

NRCS Greg Becker: Greg reported that between Bonner & Boundary counties there are approx. 80 EQIP/CSP applications with contracts expected to go out mid-June. Bree is currently working remotely and will be joining the office full time at the end of May. Additional work was completed and the USFWS Grouse creek & Reynolds projects are wrapping up this month. Greg also reported completing the willow planting and grass seeding of the East Spring Creek 319 Project.

POBC Molly McCahon: Molly updated the Board on the work she completed on behalf of the Lakes Commission during March.

PRWC Jessica Erikson: Jessica updated the board that Geo Engineers have completed their assessments of the Pack/McCormick reach and are now beginning to prioritize the projects. Once this is completed **GeoEngineers** will be preparing a presentation representing their data. Avista's LOA for PRWC funds was presented to the board. Sarah requested the Boards authorization to e-sign the agreement on the board's behalf.

Jim moved to approve the request for Sarah to e-sign the Avista LOA on the Boards behalf, John seconded the motion. the motion carried.

SWC -Brad Shelton: Brad informed the board currently they are not allowed to do any field work. Commission is anticipating the 2022 budget to be reduced by 2-5% based on their information. The Board was also reminded to complete the Commission survey that was sent to their individual emails.

Water Festival – Gail Bolin: Gail updated the Board that although the Water Festival has been cancelled, she is working on options to share with teachers for distance learning. In addition to distance learning Gail was sending out cancellation notices to schools and volunteers. Gail requested an endorsement letter reflecting that the Water Festival is a District program, the letter is part of a grant requirement for the Idaho Fish & Wildlife grant. Jim moved that the Board Chairman sign the presented endorsement letter for the Idaho Fish & Wildlife grant, Harry seconded. the motion carried.

Bonner SWCD by Sarah Garcia: Sarah highlighted the work she had completed on behalf of the District during March most of which had already been discussed during the monthly meeting.

The meeting was adjourned at 3:35p.

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.