Bonner Soil & Water Conservation District

Monthly Board Meeting Minutes

# Date: Wednesday, September 4th, 2019

# Time: 1:00 pm Meeting

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

Attendance:

Dale Van Stone, BSWCD Harry Menser, BSWCD Chris Elliot, Farm Bureau

Terry McGuirk, BSWCD Greg Becker, NRCS Gail Bolin, WF

Alice Wallace, BSWCD Jessica Erikson, PRWC Brad Shelton, ISWC

Jim Stevens, BSWCD Sarah Garcia, BSWCD Glenn Kibbey, BSWCD

Linda O’Hare arrived at 2pm

Absent: Molly McCahon, Jennifer Jensen, Chase Youngdahl,

The meeting was called to order at 1:12pm by Chairman Dale Van Stone.

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

**Financial Report:** Alice moved, and Terry seconded, the motion to approve the August financials, *the motion carried.*

1. Sarah presented the board with a request to meet with a financial advisor to determine an appropriate investment strategy in line with the districts program needs. The Board discussed advisors they recommended including Ken Wood with Edward Jones. Terry requested that we meet with 2 to 3 advisors. Alice moved, and Jim seconded, the motion for Sarah to contact 2-3 local financial advisors within the next two weeks to schedule a meeting to discuss the Districts current holdings and future investments, *the motion carried.*

Chairman Van Stone acknowledged receipt of BSWCD Treasurer Alice Wallace’s written resignation effective September 10, 2019. The Board thanked Alice for her 25yrs of service to the District. Harry moved, Terry seconded a motion to appoint board member Jim Stevens as the new BSWCD Secretary. *the motion carried.*

**OLD BUSINESS**

**Boat Station Report:**  Glenn presented the Board with a written boat station update *(Attached)* as well as his proposal for how to handle Boat Station Employees Bonus. Glenn informed the Board that due to not renting traffic signs for the majority of the season there would be an unexpected surplus of allocated funds. Glenn requested the Boards approval to submit a letter on the Boards behalf to ISDA requesting theses allocated funds but utilized this year for site improvements to Clark Fork that had previously been discussed to include power and improvements to the traffic pattern to address ongoing issues. Alice moved, and Terry seconded the motion to approve Glenn’s proposed 2019 boat station employee bonuses with an addition of $50 to each Albeni Falls inspector who handle the majority of AIS sales, *the motion carried.* Harry moved and Terry seconded the motion for Glenn to explore the options for the allocated funds to be used for site improvements.

**Bonner County Fair Report:** Sarah presented the board with a written report and photos *(attached)* of the successful Fair Booth and community involvement. Chris Elliot of the Bonner County Farm Bureau expressed how great it was to have a manned booth as every time she passed the booth Sarah was engaged with Community members. Linda O’Hare also relayed that two of her conservation minded neighbors had attended the Fair and were very impressed with the plethora of great information presented at the booth.

**Division I Fall Meeting:** Sarah reminded the Board that the Fall Division meeting would be held on Friday October 18th hosted by Benewah SWCD the location and agenda had not yet been released.

**East Spring Creek 319 Grant Update:** Sarah provided the Board with a written update and photos of the progress on 319. *Attached.*

**State Conference – Nov. 12-15th:** The IASCD annual conference dates and agenda were presented to the Board. At this time Terry is interested in attending, Dale will be in Boise for other meetings but will attend as available. Sarah inquired if the Board would like to participate in the speech/poster contest this year and with the distant location the board felt it wasn’t necessary this year. Sarah also asked the Board if they would like to make any nominations for awards and indicated that Sage Dixson may be a candidate for Legislator of the year in recognition of his support of our community programs such as the Idaho State Forestry, Water Festival, and Bonner County Farm Tours. Jim moved, and Terry seconded the motion to nominate Sage Dixson for Legislator of the year for the IASCD Conference. *the motion carried.*

**NEW BUSINESS**

**ICRMP Training:** The Board was presented with the agenda for the Fall ICRMP training to be held in Moscow on October 23rd. Alice moved, and Harry seconded the motion for Sarah to attend. *the motion carried.*

**Len Schulte Meeting:** Sarah provided the Board with a written overview of her meeting with Len Schulte. In addition, the Board received Mr. Schulte’s proposal for the 2019 audit. Alice moved, Jim seconded the motion to accept Mr. Schulte’s audit proposal not to exceed $4000.00 for FY19 Audit. *the motion carried.*

Sarah informed the Board that due to a change made by our payroll service as of July 1, 2018 – current that we were unaware of, workers comp had not been allocated from appropriate program employees during FY19. This resulted in the District covering nearly $2700 in unrecoverable workers comp costs for the Boat Station program from July 1- Oct. 1, 2018. Sarah presented the Board with the corrected calculations for FY19. The Board was presented with adjusted Boat Station ledgers for May, June, July, and August which reflected the appropriate workers compensation charges that were to be sent to ISDA after signed to recover workers comp costs for this period. Beginning with the September 1st payroll our payroll processing service will ensure that these charges are correctly reflected on all payroll summaries. Alice moved, and Jim seconded the motion to sign the amended ISDA ledgers. *the motion carried.*

**PSP Flyer:** The Board was presented with the proposed mailer to be sent out to last years seedling customers letting them know about adjustments to the program and to open the sale.

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

**AGENCY REPORTS**

**Chris Elliot Farm Bureau:** Chris reiterated to the board how beneficial the community engagement at the Fair had been and encouraged the Board to continue with the outreach. On behalf of Jennifer Jensen of U of I Chris presented a calendar of upcoming U of I events for the year to come. Chris also requested input of whether the District would be interested in working together in updating “Code of the West” handbook and work together on the Farm Tour. The Board indicated they would be interested in helping.

**NRCS Greg Becker:** Greg informed the board that he had an upcoming meeting with Ken Bouwens of Avista/Idaho Fish & Game to discuss – visit part 2 of lightning creek project proposed for the Holderman property. Greg reiterated that the 319 on E. Spring Creek was wrapping up and that there would be a site visit there with the county soon, there may be an additional $11,000 available that could be utilized for this project. The work on Grouse Creek is slated to begin in October.

**PRWC Jessica Erickson:** Jessica received the Caribou/Hell Roaring prioritization draft with reports anticipated September 6th. The reports identify areas recommended as easement opportunities as well as prioritized project items. Upper PR/McCormick Creek kick off meeting was successful with approximately 9 groups represented. Jessica recently attended the Avista WRTAC meeting and provided an update on her projects. In addition, Jessica has been working closely with Trout Unlimited and The Lakes Commission for the Trout and About event to be held on August 31st at the Matchwood Brewery.

**ISWCC Brad Shelton:** Brad presented the Board with the Commissions proposed 2021 Budget. Brad also informed the Board that District Match Allocations should be received within the week to allow for any needed discussion with our DAWG representative, Tom Daniels. In addition, the Commission recently received their performance measures report and currently the Commission has an 86.5% satisfaction rating among the district supervisors who responded.

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

**Executive Session:** Jim called for an Executive Session, seconded by Terry. *the motion carried.* The Five board members, Linda O’Hare entered Executive session in accordance with Idaho Code 74-206 (b) Greg Becker was asked to join the Executive Session part way through. Alice made the motion to leave executive session, Harry seconded. *the motion carried.*

The meeting was adjourned at 3:35p.

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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.*