

ADAMS SOIL & WATER CONSERVATION DISTRICT
203 South Galena St. P.O. Box 26 Council, Idaho 83612
Chairman: Wendy Green Phone: 208-253-4668

Board Meeting Minutes

Date, Time, Location: August 13, 2025; 6 PM; at office and via Zoom

Present: Chairman Wendy Green; Supervisor Judy Dietch; Supervisor Charles Munden; Meghan Brooksher ISWCC via Zoom , Bill Lillibridge ISWCC via Zoom, Ron Brooks NRCS via Zoom; Holden McKee District Manager

Supervisor Kris Stone was absent/excused

Call to Order: Wendy called the meeting to order @ 6:03 PM

Approval of Agenda: Judy moved to approve the August 13, 2025 Agenda with additional minutes of multiple July meetings. Charles seconded the motion, and the board approved.

Approval of Minutes: Charles moved to approve July 9, 2025 Minutes with corrections. Judy seconded the motion, and the board approved.

Charles moved to approve July 9, 2025 East Fork Ditch Minutes with corrections. Judy seconded the motion, and the board approved.

Judy moved to approve July 30, 2025 Special Meeting Minutes. Judy seconded the motion, and the board approved.

Miscellaneous Business (Non Action):

ISWCC Report: Meghan's Notes for the meeting are attached. Bill mentioned that the commission job opening in Div 1 Northern Idaho only ended up interviewing 3 candidates instead of 7.

IASCD Director's Report: Wendy reported that the IDWR/ISWCC possible integration is being researched by the Langdon Group & Ray Ledgerwood. They will conduct interviews with districts and other stakeholders and circulate a survey to gather feedback. The research will cost approximately \$95,000 that will be paid in part by the unspent salary for the ISWCC director plus funds from IDWR. They plan to make a report to the IASCD at the conference in November before reporting to the state legislature. There will be a special IASCD board meeting on August 22nd.

Old Business (Action):

Partners Report: No board members were able to take the trip and check out the completed shared stewardship projects. Wendy would also like to schedule a visit to see the 2024 WQPA projects that were completed in Meadows Valley. Judy will ask Kenn Roller about the willows that were planted on his property in New Meadows.

No Till Drill Updates: Gary Pool has requested to use the no till drill this fall. Wendy mentioned that the board in the future, do a field presentation with the no till drill to promote the drill.

Well Water Testing: Kris's notes are attached.

New Business (Action):

Financial & Match Report:

Holden presented the Financial and Match Report to the board. The utilization rate for the use of state base and match funds was .68. The utilization rate was lower than expected because of no CERC or scholarship expenses this year. Judy moved to approve the FY 24/25 Financial and Match report with corrections. Charles seconded the motion, and the board approved. The utilization report will be attached.

Budget FY25-26:

Holden presented the FY25-26 Budget worksheet to the board to develop the FY25/26 Budget. After review the board budgeted income at \$63,876 and budgeted \$66,846 in expense for a net income of (\$2,970).

Judy moved to approve the FY25-26 Budget. Charles seconded the motion and the board approved. To see full report see attached.

East Fork Ditch:

The board is still waiting to see if the project gets approved.

Soil Probe:

Tabled

County Garden:

The county is close to purchasing some land from the city for more space. Wendy asked the board if they would be interested in proposing to the county that the ASWCD put in a demonstration garden with partners on this new land to promote the district and firewise plantings.

Miscellaneous Business (Non Action):

NRCS Report:

Ron was unable to join the meeting via Zoom but was did email his report to the board. The email states:

“Hello Adams SWCD,
Quick NRCS report as I am unable to attend tonight due to a school meeting with my daughter. Local Working Group Meeting for this year will be September 18th, a Thursday, at 10 AM. It will be Zoom as in past years. I will send an invite soon. NRCS has a new Acting State Conservationist. His name is Jerome Faulkner. Not sure how long he will be with us in Idaho, at least 4 months I would assume. Thanks and sorry I can’t attend. School starts next week, so lots of meetings this week!”

Treasurer’s Report (Action):

Main/CWMA Accounts:

The main account balance was as of 8-11-2025 was \$48,945.89 and the CWMA balance was \$1754.40. The LGIP balance was \$\$30,185.15. Judy moved to approve the Treasurer’s Report. Charles seconded the motion and the board approved.

Closing Remarks:

Items for September Meeting: Lego, Div III meeting

Next regular meeting will be September 10th at 6:00 p.m. via Zoom/Office

The meeting was adjourned at 8:02 p.m.

Respectfully submitted by Holden McKee

Meghan's Notes: Adams District Meeting – August 13, 2025

A. Commission News

a. Commission has an opening for an NRC in Div I – Northern Idaho. We received 27 applications with 7 being pulled for interviews. We should know in a few weeks who got the position.

B. Potential IDWR Merger

a. Special Commission meeting held in July – Third party consultant approved. Langdon Group & Ray Ledgerwood for a total of \$95K. Funding source will be split between the Commission and IDWR. Should be sending out survey soon to get districts input.

C. Audit – update

a. Idaho Code has been updated for new audit requirements.

i.

\$200k - \$300K in expenditures biannual audit

ii.

Over \$300k in expenditures annual audit

b. Code change went into effect July 1, 2025 (FY26) but will also include FY25 financials.

D. Reminders

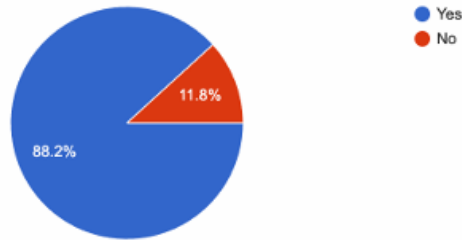
a. Financial and Match report is due August 16th

Summary of Private Well Testing Program June 2025

- Approximately 36 private wells were sampled and analyzed (cost=\$)
- Follow-up Questions from private well owners
 - 18 out of 36 completed the form
 - Summary of Responses

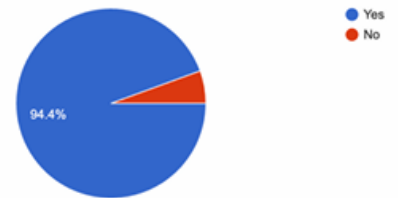
Did you receive your well water testing results from Analytical Laboratories?

17 responses



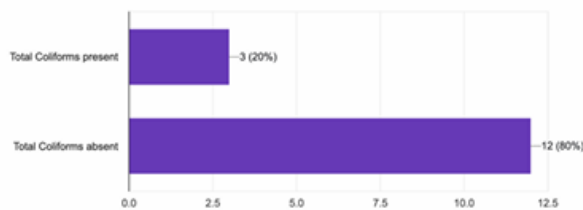
Are you willing to share your results with ASCWD if the results are not tied to your well? For example, we would like to report that out of 37 wells tested in Adams County, 36 were negative for the presence of total coliform and 35 were negative for the presence of nitrates.

18 responses



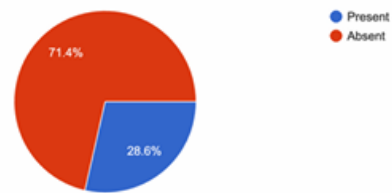
If yes to sharing results, what was the result for total coliform?

15 responses



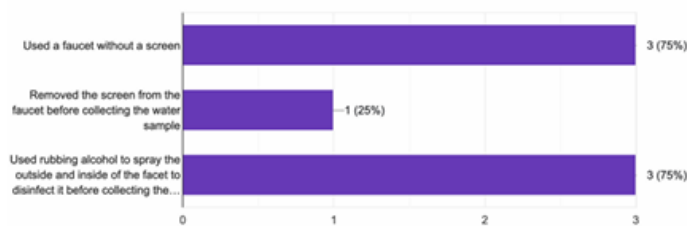
If yes to sharing of results, what was the result of the nitrate test?

14 responses



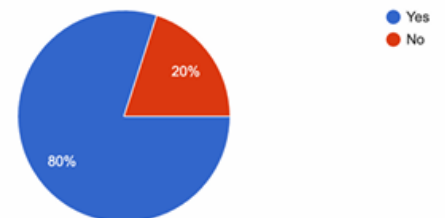
If total coliform bacteria were present, check which of the following you did when collecting the well sample:

4 responses



If total coliform bacteria were present, did you see the well treatment information on the test results sheet?

5 responses



What questions or concerns do you have about you well testing results?

9 responses

Slightly unsure about where to pour the bleach water to cleanse the system. What effect does this have on good septic bacteria? Nitrates were low(er). Would be interested to know how they seep into the well water. Do you get a copy of the results? If not, would be happy to share...

Have not received the Nitrate results yet.

Would like to retest as soon as possible. We are still conning our well water.

Where's my results

Did not receive the nitrate results!

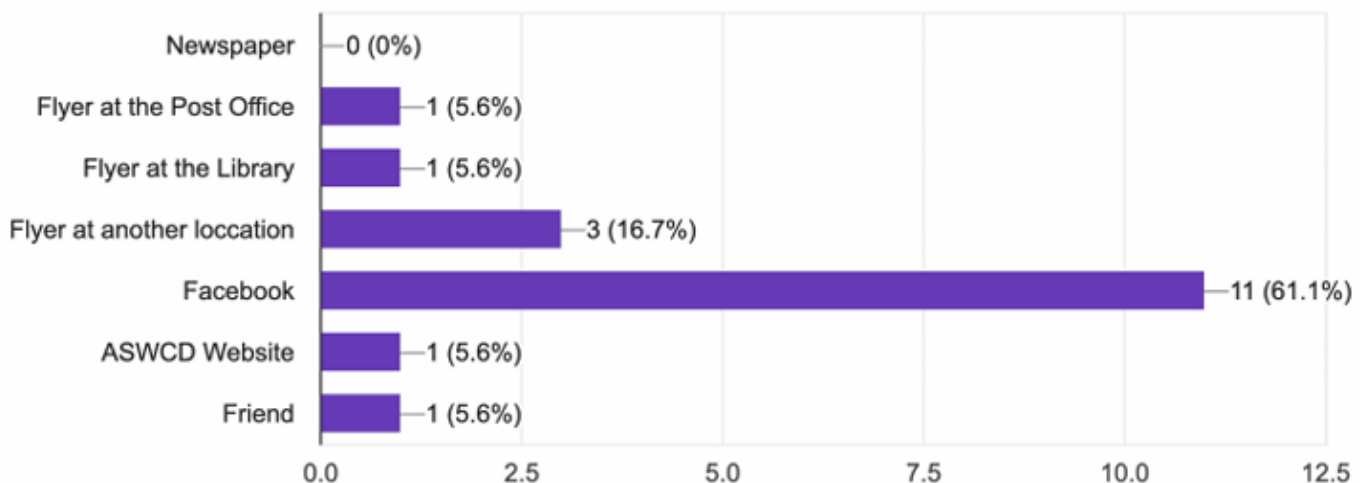
Where do I find out out if we had a positive or negative result for total coliform? I'm just guessing that we had none present in our well.

None

We received the results for nitrite test...We did not receive the test results for coliform....

How did you hear about the ASWCD Well Water Testing Program?

18 responses



Adams Soil and Water Conservation District

Utilization of State Base and Match Funds Report

In the space below or in an attached word document briefly describe how your district utilized the State base and match funds you received during the previous fiscal year.

The minimum level of detail required in this report is to break expenses into the following three categories and indicate how much of the district base and match funds were spent on: 1) Personnel; 2) Operating Costs, and; 3) District Conservation Projects.

Base Funding	\$14,500	
State Match	\$13,183.41	
Total:	\$27,683.41	
1) Personnel	\$3,626.12	
2) Operations	\$10,544.76	
3) District Conservation Projects	\$4,544.46	
Total Utilization of State Match and Base funds:	\$18,715.34	

Total Utilization of Funds: 0.68

Adams Soil & Water Conservation District				
	Budget 24/25	Actual 24/25	Budget 25-26	Comments
Ordinary Income				
Bank Interest	50	57.8	50	
LGIP Interest			1200	
Donations- Income	0		0	
No Till Drill Income	5,000	3,383.50	3500	
Equipment Rental Income	0		0	
Grants	0	26179.98	27126	
District III Meeting- Registration & Meals	0	0	0	
CWMA cost share income	0	0	0	take out
	5050	29621.28	31876	
City Appropriations	500	500	500	
County Appropriations	4000	4000	4000	
		4500	4500	
State Appropriation GF				
Base Funding	14500	14500	14500	
Match Allocations	12000	13183.41	13000	
Total State Appropriations	26500	27683.41	27500	
Total Appropriations	31000	32183.41	32000	
Total Income	\$ 36,050.00	\$ 61,804.69	\$ 63,876.00	
Expense				
Building Improvements	0	0	500	
Conservation Projects- Equipment	2000	75.39	2000	
Division III- Lunch	0	0	0	
	2000	75.39	2500	
Dues				
Division	70	45	45	
IASCD	1800	1800	1800	
IDEA	75	120	75	
NACD	250	250	250	
RC & D	50	50	50	
Idaho Ag in Classroom	0	150	150	
Total Dues	\$ 2,245.00	\$ 2,415.00	\$ 2,370.00	
Employee Expenses				
Mileage	350	0	350	
Registration	275	0	275	
Total Employee Expenses	625	0	625	
Grant Expense				
Disbursed	0	23819.98	25626	
Insurance				
Business- ICRMP	2700	2612	2700	
Workers Comp	300	241	300	
Total Insurance	3000	2853	3000	
Office Expense				
Advertising	500	388.46	500	
Bank Charges	100	73	100	
Box Rental (USPS)	200	188	200	
Computer Software	1250	331.49	500	
Equip Repairs/Maintenance	300	0	300	
	2350	980.95	1600	
Meetings				
Division III	250	0	0	
In-House Meetings	200	159.9	200	
Total Meeting Expense	450	159.9	200	
New Office Equipment				
Office Cleaning	250	15.34	100	
Office Supplies	225	11.14	225	
Postage/Supplies	100	0	100	
Telephone (CTC)	2500	1990.73	2500	
Website	300	383.7	400	
	3875	2400.91	3825	
Total Office Expenses	6675	3541.76	5625	
Outreach				
CERC	3500	3014.2	3500	
Demonstration Projects	200	686.65	2000	
Donations-org	1250	275	1000	
Newsletters	1200	0	1200	
Public Meetings	200	0	200	
Scholarships	3000	0	4000	
Tours & Workshops	500	568.61	600	
Youth Education	500	0	500	
Total Outreach	10350	4544.46	13000	
Payroll Expenses/Admin	7500	3626.12	7500	
Professional Fees				
Audit	0	0	0	
Bookkeeping	0	1100	1500	
Total Professional Fees	0	1100	1500	
Supervisor Expenses				
Lodging (actual)	1000	0	2000	
Mileage- Board Meetings	250	0	0	
Mileage- (all travel)	1100	1210	1500	
Per-Diem	300	0	100	
Registration	1500	525	1500	
Total Supervisor Expenses	4150	1735	5100	
Total Expense	\$ 36,545.00	\$ 43,710.71	\$ 66,846.00	
Net Income	\$ (495.00)	\$ 18,093.98	\$ (2,970.00)	