

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:** February 14, 2024; 6 PM; at office and via Zoom

**Present:** Chairman Wendy Green; Supervisor Judy Dietch;  
Supervisor Charles Munden; Supervisor Kris Stone;  
Supervisor Julie Burkhardt via Zoom

**Others Present:** Admin Assistant Holden McKee; Meghan  
Brooksher ISWCC via Zoom; Ron Brooks NRCS via  
Zoom

**Call to Order:** Wendy called the meeting to order @ 6:01 PM

**Approval of Agenda:** Judy moved to approve the agenda for the  
February 14, 2024 Meeting with the addition of  
discussing the crush culvert on Ogle Lane if Bill  
Lillibridge joins the meeting. Kris seconded the  
motion and the board approved.

**Approval of Minutes:** Judy moved to approve the January 10, 2024  
Minutes. Charles seconded the motion and the  
board approved.

**Miscellaneous Business (Non Action):**

**ISWCC Report:** Meghan reported that the WQPA program in FY24  
funded 51 projects with \$2 million paid out as of  
2-14-2024. Many projects were below budget;  
that helped fund other projects in the state. The  
State legislature will most likely approve a WQPA  
budget of \$1 million for FY25. The ISWCC will  
probably have to change their ranking system  
because of the drop in WQPA budget from \$5

million in FY24 to \$1 million for FY25. The legislature also approved a maintenance budget for ISWCC for FY25.

Meghan reminded the board to give her project ideas that she and Bill can help the district with. She also stated that many big funding sources applications will be opening soon. The State AG BMP will open March 1<sup>st</sup> and other sources like Federal 319 and WQPA are opening soon. The IDWR Flood Management grant applications close June 7<sup>th</sup> which the district will apply for their culvert projects.

The aging infrastructure grant opens Aug 2<sup>nd</sup> and maybe Dec 6<sup>th</sup> of this year. Meghan reported to the board that there is a flow meter project being discussed by Ben Ross Reservoir water users and asked the board if they would like to participate. Wendy stated that the water users need to present their request to the board. Meghan also reported that the 5 Yr. and Annual Plan are due March 31<sup>st</sup>.

**NRCS Report:**

Ron Brooks reported that the ranking for EQIP projects for 2024 will be completed by February 23<sup>rd</sup>. The Weiser office has been evaluating approximately three dozen projects. There are currently approximately \$1 million in projects in team 5 and there could be additional funding later. There were 6 projects in Adams County in 2023. The type of projects are forestry, irrigation, and pastureland/grazing related.

NRCS is getting involved with the Big Game Corridor initiative that could bring funds for

fencing projects. He will provide more information about the initiative at next month's meeting.

**New Business (Action):**

**Ag Producers Open House:**

Ron Brooks of NRCS wants to hold an Ag Producers Open House in Council, ID to market the EQIP program. This would also provide the district an opportunity to market the no till drill and other district services. The district and NRCS will work on flyers and other promotional ideas for the open house.

After more discussion the board would like the Open House to be before the district meeting on March 13<sup>th</sup> from 3-6 PM.

**Miscellaneous Business (Non Action):**

**IASCD Director's Report:**

[See Division III notes below.]

**Old Business (Action):**

**Producers Report:**

Charles attended the Little Salmon WAG meeting. An individual from the Department of environmental quality (DEQ) discussed funding for water projects and that 90% of projects could be funded. They also discussed IDEQ's plans for water testing projects in the area.

**New Business (Action):**

**5 Yr & Annual Plan:**

The board will review last year's 5 Yr. & Annual Plan before next month's meeting. Wendy asked the board to send her comments about the plans by March 1<sup>st</sup> to create a draft of the report. She will send out the draft with those comments/changes by March 8<sup>th</sup>. The board will

review/approve the 5 Yr. plan and Annual Plan at next month's meeting on March 13<sup>th</sup>. The plans are due to the ISWCC by March 31<sup>st</sup>.

**Division III Meeting & Dues:** The Division III dues that are \$70 will need to be paid before the meeting on February 27<sup>th</sup>. Holden told the board that the cost for Sprockets to cater for lunch (food, drink, cookies) for 50 people is \$740 plus tax. The board will need to meet on February 26<sup>th</sup> at 2 PM to prepare the weed building for the Division III meeting. Holden will invite Sprockets, so they know where to set up lunch.

The agenda for the Division III meeting is set. Stephen Hundt and Art Beal will be speakers at the meeting. Attendees will need to pay \$20 for lunch. The board will need to buy door prize tickets for the meeting.

**Idaho Envirothon donation:** The board discussed whether to donate money to the Idaho Envirothon. Judy moved to donate \$100 to the Idaho Envirothon. Charles seconded the motion and the board approved.

**Crossley request for assistance:** Wendy did contact Ferrell Crossley and told him that the district would like to help with his request. The board will table the discussion until next month's meeting.

**National Environmental Grant:** The deadline for the grant was March 1<sup>st</sup> and as such the board will not be able to have a project application ready by the due date. Wendy suggested the district send in a project application next year.

**Election of Officers:**

Wendy asked the board if other board members should be elected as secretary and treasurer. After discussion the board decided to just keep the titles of Chairman and Vice Chairman. Judy moved to keep Wendy Green as Chairman and Judy Dietch as Vice Chairman. Charles seconded the motion and the board approved.

**QuickBooks Issue:**

Holden reported that the district is having problems with their QuickBooks account. He will need to send a letter, copy of a board member's ID, and Holden's ID to request to be a primary contact. Then he will need to send in another request to make changes to the account. Charles volunteered to send in a copy of his ID. Holden will get the necessary documents submitted to Intuit/QuickBooks.

**Treasurer's Report (Action):**

**Main/CWMA Account:**

The main account balance is \$45,964.23 but with the approvals of Division III dues and Idaho Envirothon donation, the main account balance will be \$170 less at \$45,794.23. The CWMA account balance is \$1,884.04.

The board also reviewed the Budget vs Actual statement for FY23-24 and asked for clarification about Tours/Workshops account, Computer Software, Equipment Repairs, and Building improvements. After review Tours/Workshops expenses were towards last year's Forestry Tour. The computer software expenses were mainly QuickBooks expenses. The board wants to change one expense on the Equipment repairs account involving removing the old toilet; that item needs

to be in the Building Improvement expense category.

After reviewing the credit card report the board also recognized an error in the accounting for registrations for the Soil and Health Symposium. The registration expenses need to be split between supervisor expense, employee expense, and outreach. Judy moved to approve the Treasurer's Report, Charles seconded the motion, and the board approved.

**Closing Remarks:**

**Items for March Agenda:** Annual Plan, Ag in Classroom- Jodi Mink, CERC (April)

Next regular meeting will be March 13th at 6:00 p.m. via Zoom/Office

The meeting was adjourned at 7:39 p.m.  
Respectfully submitted by Holden McKee