

BUTTE SOIL AND WATER CONSERVATION DISTRICT

Board Meeting Minutes for July 18th, 2019

Present: Randy Purser – BSWCD, Todd Perkes – BSWCD, Frances Perkes – BSWCD, Mindy Hawley – BSWCD, Stephanie Barnes – BSWCD, Mark Telford – BSWCD, via telephone

Guests: Jesse Fullmer – NRCS, Pam Herdrich – High Country RC&D, Rob Sharpnack – ISWCC, Carey Myler – USFWS

Call to Order: The meeting was called to order at 12:03 p.m. by Randy Purser. It was noted that a quorum was not in attendance at the meeting, so all voting measures would be confirmed with an additional board member via telephone (Mark Telford was contacted via telephone after the meeting to gain a quorum vote).

Approve Minutes: A motion was made by Todd Perkes to accept the June minutes as written. A second was made by Randy Purser. Voting Aye: Todd Perkes, Randy Purser, Mark Telford. Voting Nay: None. **Motion Approved.**

Treasurer's Report: Frances Perkes presented the monthly treasurer's report along with a balance sheet detailing the funds in each account. Checks to approve were presented to the board. Discussion was made on payments received for drill rental. Frances will follow up with producers who have not paid their bill to remind them of their balance. A motion was made by Todd Perkes to approve the treasurer's report and sign the checks. A second was made by Randy Purser. Voting Aye: Todd Perkes, Randy Purser, Mark Telford. Voting Nay: None. **Motion Approved.**

Monthly Reports:

NRCS: Jesse Fullmer reported on recent NRCS activities and provided an update on the number of applications received for various programs. The NRCS Optimal Performance Evaluation puts the Arco Field Office as one employee short with the new re-organization. Jesse reported that a position announcement has been made and is awaiting posting on USAJOBS.gov.

Discussion was made on re-applying for a special project to fund LESA conversions. The Board expressed desire to re-apply for two more years of funding. They also expressed interest in applying for an additional special project that would allow sprinkler-to-sprinkler improvements.

Additional WaterSmart funding will be applied for in the next funding round to provide cost-share on the Blaine Canal project.

NACD/NRCS Partner Position: The new technical assistance grant employee for round two, Berett Erb, started July 15th. The final report for round one was submitted.

USFWS: Carey Myler was present to provide an update on his current projects within the District. The Mountain Springs project was seeded with native species for the third year and has not had a successful establishment. The project originally was projected to last five years, but Carey said they are ending the project in order to redirect funds to other projects. Carey is working with the Office of Species Conservation to finalize a budget that the USFWS can use on local conservation projects. Carey also mentioned that the USFWS has access to several no-till drills that the District can borrow if needed.

High Country RC&D: Pam Herdrich was in attendance to update the board on recent RC&D activities. Pam reminded the Board of the RC&D's ability to help find and apply for grants. Pam also shared that they will be receiving additional funding for their BLM grant to treat invasive weeds, assist with re-seeding and fund conifer removal on private land that borders BLM land to reduce the risk of wildfire. Pam provided the Board with copies of the RC&D's report of accomplishments and the 2019 annual plan of work.

ISWCC: Rob Sharpnack was in attendance to provide an update on the Idaho Soil and Water Conservation Commission. Rob said the ISWCC was at the end of their fiscal year and they have been busy with end-of-the-year activities. Rob provided a stack of informational sheets regarding the ISWCC loan program to Stephanie to take to the local county fairs this summer.

Old Business:

District Personnel Changes/Position Descriptions: The position descriptions for the administrative assistant and office manager/financial manger were presented with the corrections made during the last board meeting. They were signed by the Board Chairman and the employees. A draft position description was made for the technical assistance grant position. It was decided that the start and end dates need to be added to the description along with allowing Berett to examine the description before having the Board approve the description. A motion was made by Todd Perkes to approve the technical assistance grant position description after the changes are made and if Berett is in agreement. A second was made by Randy Purser. Voting Aye: Todd Perkes, Randy Purser, Mark Telford. Voting Nay: None. **Motion Approved.**

District Finances: Frances presented the overview of District finances and the amounts in various accounts.

BSWCD Signs: The District signs will be collected by Mindy and Stephanie later this month for re-painting.

BSWCD Computer and Printer: Frances reported that both the new laptop and the printer have arrived and are working great.

Fair Booth and Promotional Items: Stephanie reported that pens, pencils and bag clips with the District's information have been ordered and are due to arrive within the week.

Stephanie and Lara, and anyone else who would like to join, will be handing out promotional and educational items and the Custer County and Butte County fairs.

Natural Resources Camp: Mindy provided a report that seven students were able to attend the Natural Resources Camp on District scholarships this year. A good time was had by all!

Farmer's Market Update: The District has paid the \$20.00 fee to have a booth at the local Up-Wind-ers Farmer's and Artisan's Market. Lara and Stephanie, along with anyone else who would like to assist, will be attending once in August and once in September to hand out educational materials and to conduct a children's activity.

New Business:

Fall Division Meeting: The 2019 Fall Division Meeting will be hosted by the Butte SWCD this year. Frances has reserved the Moore Community Center for the October 24th meeting. The District employees will be working on the agenda and will report to the Board as progress is made.

Matching Funds Certificate: Frances had completed the paperwork needed for the matching funds certificate. The Board viewed the material and a motion was made by Todd Perkes to sign the matching funds certificate. A second was made by Randy Purser. Voting Aye: Todd Perkes, Randy Purser, Mark Telford. Voting Nay: None. **Motion Approved.**

Draft Personnel Policy Handbook: Stephanie asked if the Board would be interested in creating a personnel policy handbook since the number of District employees is increasing. The Board agreed and asked Stephanie to continue work on a draft.

Next Meeting Date: The next BSWCD Board Meeting will be held August 15, 2019 at the USDA Service Center in Arco at 12:00 p.m.

A motion was made by Todd Perkes to adjourn at 2:15p.m. A second was made by Randy Purser. Voting Aye: Todd Perkes, Randy Purser, Mark Telford. Voting Nay: None. **Motion Approved.**