Portneuf Soil and Water Conservation District
Board Meeting Agenda
Wednesday, June 14, 2023 @ 6:00 PM
SICOG Conference Room
214 East Center
Pocatello, ID 83201

Supervisors present: Kevin Koester, Chairman, Scott Henderson, Justin Casperson, Brad Kent
Supervisors with Excused Absence:
Associates Present: Hannah Sanger, Kit Tillotson (leave 7:38)
Associates with Excused Absence: Dave Jackson
Others Present: Charity Staggs, George Hitz(ISWCC)(7:55), Taylor Uphoff(NRSC) (7:55), Deej Brown(NRSC), Ryan Robinson (Deaton Company) (leave 6:18), Sherril Tillotson (Leave 7:38)

Call to Order 6:00pm

1. FY 2022 Audit
    a. Ryan Robinson introduced himself and presented the FY 2022 Audit Results.

Agenda Additions &/or Changes ~ Idaho Code 54954.2 (B)
Public Comment: None

Minutes ~ ***Action Item (May 2023 minutes approved)***
1-Scott 2- Justin
Mail & New Business ~ ***Action Item***

1. NRCS Camp Scholarship Request
    a. 1st motion by Brad Kent 2nd by Scott Henderson to approve sponsorship. **Motion Carried.**
2. Planning and Zoning: No Concerns
3. ICRIMP Letter: Discussion. 1st motion by Scott Henderson, 2nd by Justin Casperson to approve dues payment. **Motion Carried.**

Financial Report~ ***Action Item (June 2023 financial report approved)***
1st motion by Scott Henderson 2nd by Brad Kent to approve June 2023 financial report. **Motion Carried.**
Bills ~ ***Action Item*** (***June 2023 Bills approved)***
1st motion by Scott Henderson 2nd by Justin Casperson to approve June 2023 Bills. **Motion Carried.**

Partner Reports ~ *Action Items*

NRCS Field Office Report: Taylor Uphoff presented his report. Taylor will be the new team lead.
Urban Conservation: Deej gave her urban conservation presentation. Discussion.
ISWCC: George Hitz presented his report. Will know more about WQPA awards after the commission meeting later this month. Send district survey to Brenda.
City of Pocatello: Hannah Sanger presented her report. Discussion.

PSWCD Reports ~ *Action Items*

Grant/ Project Updates

1. Nine Mile Fuel Reduction Update: None.
2. FY 24 Ag BMP Project Applications Update: None.
3. FY 24 WQPA Project Applications Update: None.
4. FY 24 319 Project Applications ~ ***Action item (1st by Scott Henderson, 2nd Brad Kent to approval all applications)***
    a. Big Onion Improvements -

b. Hawkins Pipeline -
c. Dempsey Creek Improvement: Discussion -

PSWCD Administrative Report ~ *Action Items*

Administrative

1. Accounting Updates & Discussion
   a. FY 24 Budget ~ ***Action item***
      i. 1st motion by Scott Henderson 2nd by Justin Casperson to approve the presented Budget. **Motion Carried.**
2. SICOG Contract Renewal ~ ***Action item***
   a. Scott Henderson moved to approve the SICOG Contract, 2nd by Brad Kent. **Motion Carried.**

Set Next Meeting Date/Time/Location

Wednesday, August 9, 2023, 6pm ~ Pocatello, Idaho

Executive Session: Justin Casperson moved to enter the session with only supervisors and associates present.

Role call: yes=Justin Casperson, Brad Kent, Scott Henderson

Adjourn 8:12pm 1st by Scott Henderson, 2nd by Brad Kent.

PSWCD Fiscal Year 2024 (July 1, 2023 - June 30, 2024) Budget

Approved =

0.00%

Income		FY 2023 Actuals - to date		FY 2024 Approved			Earned	Notes
Local Funding		**$ 19,850.00**		**$ 20,150.00**				
	Local Organizations		**$ 100.00**		$ 100.00			
	City of Pocatello		**$ 3,500.00**		$ 3,500.00			
	City of McCammon		**$ 100.00**		$ 250.00			
	City of Downey		**$ 250.00**		$ 100.00			
	City of Inkom		**$ -**		$ 200.00			
	City of Lava Hot Springs		**$ 1,000.00**		$ 1,000.00			
	Bannock County		**$ 15,000.00**		$ 15,000.00			
State Funding		**$ 44,158.82**		**$ 48,755.00**				
	Match Funding		$ 29,658.82		$ 34,255.00			2023 = 1:1.7 match
	Base Funding		$ 8,500.00		$ 8,500.00			
	District Operations		$ 6,000.00		$ 6,000.00			
Conservation Projects		**$ 110,304.35**		**$ 958,684.00**				
	ASAP.gov		$ -		$ 25,000.00			Last ASAP aggreement
	Ag BMP				$ 400,000.00			2 Ag BMP Grants pending
	Mud Springs/Dead Horse project					$ 150,000.00		
	Hawkins Pipeline Project					$ 250,000.00		
	WQPA		$ 50,448.50		$ 198,805.00			2 WQPA Grants pending
	Cohn Creek Restoration					$ 79,671.00		
	West Siphon Project					$ 119,134.00		
	319 Grant				$ 250,000.00			1 319 Grant pending
	Big Onion Project					$ 250,000.00		
	IDL Project - Ninemile Fuels Reduction		$ 54,811.00					
	Administrative Fees		$ 5,044.85		$ 84,879.00			2 WQPA Projects, 2 ag BMP, 1 319
	Mud Springs/Dead Horse project					$ 15,000.00		
	Hawkins Pipeline Project					$ 25,000.00		
	Cohn Creek Restoration					$ 7,967.00		
	West Siphon Project					$ 11,912.00		
	Big Onion Project					$ 25,000.00		
Conservation Progams		**$ 360.00**		**$ 360.00**				
	Conservation Loan Program				$ -			
	Owl Box Program		$ 360.00		$ 360.00			Goal: Sale 2 boxes
	Annual Conservation Project		$ -		$ -			
Other		**$ 111,197.19**		**$ 550.00**				
	Newsletter & Media				$ 50.00			Newsletter ads
	Interest		$ 532.84		$ 500.00			
Total Income		**$ 266,020.36**	**$ 175,206.01**	**$ 1,028,499.00**	**$ 1,028,499.00**			
Total Income other than grants		**$ 175,566.01**	**$ 60,051.66**	**$ 154,694.00**	**$ 154,694.00**			
Interagency Partnerships		**$ 2,775.00**		**$ 6,875.00**			**Expended**	
	NACD		$ 775.00		$ 775.00			
	IDEA		$ 60.00		$ 100.00			Dues & Conference Registration
	IASCD		$ 1,940.00		$ 6,000.00			$1800-Dues, $3K-Conference registration & travel, $160-Div 5 meetings

Administration/Financial/Equipment		**$ 39,868.42**		**$ 122,819.00**				
	Insurance		$ 2,123.00		$ 2,200.00			
	LGIP		0		$ 53,219.00			Reserve Funds
	Office Expenses		$ 1,662.39		$ 3,000.00			
	Professional Services		$ 2,272.50		$ 7,000.00			Covers Annual Audit
	Administration		$ 29,708.27		$ 46,400.00			increase to cover new project work (25hr/wk)
	Meeting Expenses		$ 1,749.87		$ 4,000.00			Annual Meeting
	Training & Travel		$ 2,352.39		$ 7,000.00			increased to include supervisor project travel
Conservation Education & Outreach		**$ 5,854.00**		**$ 10,000.00**				
	Education Sponsorships		$ 1,510.00		$ 2,000.00			
	Outreach & Marketing		$ 3,784.77		$ 7,000.00			$4k for Newsletter & Workshop fliers, $750 for labeled Pop-up Canapy and table cloth, $250 for travel & Per-diem expenses, $1K for Legislative Display, fold up wagon
	Workshops		$ 559.23		$ 1,000.00			
Conservation Projects(Pass through funds)		**$ 110,380.50**		**$ 873,805.00**				
	ASAP.gov		$ 13,300.00		$ 25,000.00			Last ASAP aggreement
	Ag BMP				$ 400,000.00			2 Ag BMP Grants pending
	Mud Springs/Dead Horse project					$ 150,000.00		
	Hawkins Pipeline Project					$ 250,000.00		
	WQPA		$ 50,448.50		$ 198,805.00			2 WQPA Grants pending
	Cohn Creek Restoration					$ 79,671.00		
	West Siphon Project					$ 119,134.00		
	IDL Project - Ninemile Fuels Reduction		$ 46,632.00					
	319 Grant				$ 250,000.00			1 319 Grant pending
	Big Onion Project					$ 250,000.00		
Conservation Progams		**$ -**		**$ 15,000.00**				
	Annual Conservation Project				$ 10,000.00			
	Lava Hot Springs - Float Dock					$ 5,000.00		
	Other Project					$ 5,000.00		
	Owl Box Program				$ 1,000.00			
	Waterjet Stinger Loan Program				$ 4,000.00			To purchase new
Total Expenditures		**$ 158,877.92**	**$ 158,877.92**	**$ 1,028,499.00**	**$ 1,028,499.00**			
Total Expenditures other than grants		**$ 48,497.42**	**$ 48,497.42**	**$ 154,694.00**	**$ 154,694.00**			