



# Idaho Soil & Water Conservation Commission

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## IDAHO SOIL & WATER CONSERVATION COMMISSION PUBLIC COMMISSION MEETING

**Date and Time:**

Wednesday, June 8, 2011

From 8 am to 4 pm PST

**Location:**

Idaho Department of Fish & Wildlife

2885 W Kathleen Ave, Coeur d'Alene, ID

### APPROVED MINUTES

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**COMMISSION MEMBERS PRESENT:**

Bill Flory

Dwight Horsch

Dick Bronson

Dave Radford

Roger Stutzman

**ADVISORS PRESENT:**

Jeff Burwell, Natural Resources Conservation  
Service

Billie Brown, Idaho Association of Soil  
Conservation Districts

Sherry Klaus, Idaho District Employees  
Association

**COMMISSION STAFF PRESENT:**

Teri Murrison

Kristin Magruder

Bill Lillibridge

**PARTNERS AND GUESTS PRESENT:**

Terry Halbert

Bret Rumbeck

Ken Stinson

Kari Schwendiman

Fran Hughes

Shelby Kerns

Kyle Wilson

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The meeting was called to order by Chairman Bill Flory, Idaho Soil & Water Conservation Commission (SWC) member at 8:17 a.m.

Welcome and self-introductions followed. Chairman Flory requested to add the resignation letter from Vice Chair Dwight Horsch to the agenda in light of his recent appointment to the Department of Transportation board by the Governor. Hearing no objections, business proceeded.

**REVIEW OF IDAHO CODE § 22-2718(2)**

There was a review of Idaho Code 22-2718(2), authorizing the Commission to appoint the Administrator. Pursuant to this code, Commissioners appointed Teri Murrison as Administrator to the Idaho Soil & Water Conservation Commission effective June 1, 2011. A delegation of authority was signed as of June 8, 2011 and Ms. Murrison was welcomed to the Commission.

**ADMINISTRATOR REPORT**

Ms. Murrison thanked the Commission, the districts and staff for the warm welcome and the assistance and information provided to bring her up to speed. She congratulated Vice Chair Horsch on his recent appointment and wished him and Chairman Flory the best of luck as they leave the Commission.

Ms. Murrison described her plan for the immediate future in meeting with districts, partners, and state leaders. She would like to meet with each district board individually over the next year, if not sooner. She encouraged districts to contact her if they would like her to attend any upcoming events.

Since her arrival, Ms. Murrison has been able to meet with some partners and looks forward to meeting with more in the coming weeks.

Chairman Flory opened the floor to Bill Lillibridge, former Acting Administrator, to add any items. Mr. Lillibridge briefly commented on the closeout of FY 2011 and drafting the upcoming FY 2013 budget. Chairman Flory thanked Mr. Lillibridge and staff for managing the smooth transition between administrators.

**PARTNER REPORTS**

Jeff Burwell, State Conservationist for USDA Natural Resources Conservation Service (NRCS), reported that the overall NRCS budget is tight but the agency will manage to squeeze by in the current fiscal year by reducing expenditures on vehicles, training, and equipment. In addition, staff will be reduced to 11,500 employees. RC&D funding was eliminated by Congress and existing staff will retire by October. The 2012 budget doesn't look good - \$100 million in discretionary funding has been cut, Idaho NRCS has 8-10 vacancies, and they may close several field offices. Their first priority is to keep as many employees in the field as possible. Programs updates include: EQIP in Idaho will see approximately \$10 million, the Sage Grouse program - \$3 million. CCPI proposals were approved in various counties. Snowmelt is occurring at about 2" a day and emergency watershed funds have been set aside to assist landowners, if necessary. Western Watersheds has filed a FOIA request to get the names and amounts of NRCS dollars,

49 counties, and more info on public lands projects for permittees. NRCS will cooperate only to the extent  
50 required by the Office of General Counsel due to privacy restrictions from Farm Bill Section 1619.

51  
52 Sherry Klaus, Division I Director for the Idaho District Employees Association (IDEA), gave the partner  
53 report on behalf of Karma Bragg, President. The QuickBooks transfer is going well for most districts and  
54 they should be done in time for the June 30<sup>th</sup> deadline. IDEA is planning a summer meeting for their  
55 board members to discuss training options for district staff and the IASCD Annual Conference raffle. Lori  
56 Ringel submitted a funding request on behalf of IDEA for the budget hearing today to coordinate  
57 training with district reports.

58  
59 Billie Brown, Division I Director for the Idaho Association of Soil Conservation Districts (IASCD), gave the  
60 partner report on behalf of President Randy Purser. The board is staffed with relatively new directors  
61 and they are having approximately two conference calls a month to stay on top of business.  
62 Communications is a new focus for the board and they are exploring methods for effective  
63 communications with the districts. Ms. Brown reported that IASCD is looking at helping the districts to  
64 find efficiencies in skills and ensuring the districts are well-informed on IASCD and partner activities. She  
65 thanked Bret Rumbeck, IASCD Executive Director, for all of the improvements that he has implemented  
66 on behalf of IASCD and turned the floor over to him for further reports.

67  
68 Bret Rumbeck, Executive Director for IASCD, provided additional information for the partner report. The  
69 IASCD website has been redesigned (<http://iascd.org>). The team from Rigby won the 2011 Idaho  
70 Envirothon. They will travel to New Brunswick, Canada in July for the national competition. Fourteen  
71 teams total participated this year and raised funding over \$19,000. Mr. Rumbeck provided an update on  
72 Congressional developments (Cong. Simpson – food committee looking into EPA regulations – dust, etc.;  
73 EAJA reform by Congresswoman Cynthia Burns and Sen. Barasso). Mr. Rumbeck has begun outreach  
74 efforts to Idaho legislators and members of the budget committee, as well as the media. There will be  
75 an IASCD Board meeting on June 17 and 18<sup>th</sup> in Boise and the Annual Conference will be held November  
76 13-16, 2011 in Boise at the Doubletree Hotel.

77  
78 Chairman Flory invited Ken Stinson, District Manager for the Latah Soil & Water Conservation District, to  
79 report on the Giant Palouse Earthworm issue. Mr. Stinson has been petitioning the USFWS to consider  
80 adding the earthworm to their endangered species list. There is not enough information on either side  
81 of the issue and is encouraged that there is quiet support to at least do an analysis to gather more  
82 information to determine whether the numbers require further action. Discussion followed.

83

84 **STRATEGIC PLAN UPDATE**  
85

86 Commissioner Radford provided an update on the status of the strategic plan update. After feedback  
87 from the districts and staff analysis, it was determined that there were some components missing for  
88 performance measurements. Vice Chair Horsch added that the Commission would be drafting a second  
89 version for district review. He acknowledged that there was a sense of urgency to get the update done  
90 in time to submit to DFM by July 1<sup>st</sup> and thus caused the gaps in the draft plan.

91  
92 **Vice Chair Horsch moved to direct staff to draft a second version of the strategic plan with**  
93 **consideration given to partner feedback and pursuant to the Division of Financial Management**  
94 **guidance document for strategic planning. Commissioner Radford seconded.**

95  
96

97 **RULEMAKING FOR DISTRICT ALLOCATIONS (IDAPA 60.05.04)**  
98

99 Kristin Magruder, Commission staff, reviewed the process for the Temporary/Proposed Rule for District  
100 Allocations. This process involved feedback and input from several parties, including a survey to  
101 evaluate the usefulness of prior reports, conference calls with working groups, an informational  
102 teleconference with districts to review proposed updates, and input from Commission staff.  
103

104 Ms. Magruder reviewed the proposed changes:

- 105 - 010.01 Antidegradation Plan. Definition struck and replaced with 010.08 Five (5) Year Plan.  
106 Change approved.
- 107 - 010.06 and 010.14 were combined into 'Financial and Match Reports.' Suggested amendment  
108 from 'allocated' to 'utilized' in the definition. Change approved.
- 109 - 010.09 is missing and definitions to be renumbered in sequential order. Change approved.
- 110 - 010.11 and 010.12 updated language to include 'organization' and 'Funds received for special  
111 projects, used as required match for specific grants or projects, or received on a fee-for-service  
112 basis will not be used to calculate match funding.' Changes accepted.
- 113 - 010.13 Local Units of Government. There was discussion whether the updated definition was  
114 adequate. Ms. Murrison suggested the redefinition of "local government" should be checked  
115 with counsel to make sure it doesn't preclude ability of districts to engage in formal  
116 coordination or as a cooperating agency with federal government. Amendment approved.
- 117 - 011.03 is numbered twice and needs editing to number sequentially. Change approved.  
118

119 There was continued discussion about rule submission deadlines. In order to meet the deadlines as  
120 established by the Office of the Administrative Rules Coordinator, the temporary/proposed rule should  
121 be approved, published in the Rules Bulletin for public comment, and additional changes can be made  
122 after the comment period ends.  
123

124 Ms. Magruder suggested adopting the temporary rule effective July 1, 2011, incorporating the changes  
125 as proposed, and then approving the rule as a proposed rule at the next meeting.  
126

127 **Commissioner Bronson moved to adopt the temporary rule for district allocations effective July 1,**  
128 **2011 with amendments as proposed. Commissioner Stutzman seconded. Further discussion**  
129 **followed. Staff was directed to incorporate the amendments as proposed and conduct the**  
130 **appropriate research and present a revised rule for consideration at the July 2011 meeting. Motion**  
131 **passed unanimously.**  
132

133 Ms. Magruder reviewed the Reference Manual for District Reports, which is a compilation of guidance  
134 and instructions for the annual district reporting process. There was an emphasis in preparing reports  
135 that were useful and relevant and supported the natural resource planning work flow.  
136

137 Break at 10:20 am.

138 Reconvened at 10:38 am.  
139

140 Mr. Rumbeck advised the Commission that the date for the 2011 IASCD Conference is currently set for  
141 November 13-16, 2011 at the DoubleTree Hotel in Boise. There are some details still pending and IASCD  
142 will advise if there are any changes to that date.  
143

144 **Commissioner Radford moved to approve the Reference Manual for District Reports effective July 1,**  
145 **2011. Commissioner Bronson seconded. No further discussion. Motion passed.**

146

147

#### DISTRICT BUDGET HEARING

148

149 Pursuant to Idaho Code 22-2727, Mr. Bronson began the 2011 District Budget Hearing.

150

151 Fran Hughes, Kootenai-Shoshone SWCD, presented the budget request on behalf of his district.  
152 Kootenai-Shoshone district applied for a 319 grant from DEQ for a fuel storage project that was rejected.  
153 As part of that process, conducted several meetings with landowners that many refused to attend  
154 because they were not useful. It then became their goal to begin to conduct meetings with the  
155 landowners that were engaging, useful, and provide a platform to do outreach and education about  
156 district activities and programs throughout the state that landowners could utilize to implement more  
157 conservation on the ground. Mr. Hughes requested \$1,400 in order to conduct a meeting for  
158 landowners and producers to cover topics such as pesticide application and safety, aquifer and surface  
159 water protection, and regulatory requirements. Discussion followed.

160

161 Kyle Wilson, Nez Perce SWCD, presented the budget request on behalf of his district. They are  
162 proposing a project for the development of standard designs for above-ground fuel containment  
163 facilities. This design project would positively impact local surface and groundwater as well as  
164 endangered species by helping to bring landowners compliant with 40 CFR 112 above ground storage  
165 tank regulations. Mr. Wilson is requesting a total of \$240,000 for this project, which includes design,  
166 planning, implementation, and education. Discussion followed. Jeff Burwell provided some additional  
167 information about a funding program directed at projects like this. It did not include any funds for the  
168 engineering of the containment system. Further discussion followed.

169

170 Kari Schwendiman, Division II Director for Idaho District Employees Association (IDEA), presented the  
171 budget request on behalf of IDEA. A request was submitted to provide training and assistance regarding  
172 the 5-year plans, annual work plans, and performance reports. IDEA would like to assist the district staff  
173 by collaborating in person to demonstrate the usefulness of the required reports, how to put them  
174 together, and discuss strategies for building districts. IDEA is requesting \$1,200 from the Commission to  
175 utilize with IDEA's matching funds to coordinate and conduct this training in each division. Discussion  
176 followed.

177

178 Mr. Bronson thanked the presenters and reviewed the funding requests submitted in writing from other  
179 districts including:

180

- 181 - Bonner SWCD, \$3,000.00
- 182 - Boundary SWCD, \$12,000.00
- 183 - Clearwater SWCD, \$35,000.00
- 184 - Gem SWCD, \$1,800.00
- 185 - Gooding SCD, \$49,500.00
- 186 - Idaho SWCD, \$1,000.00
- 187 - Jefferson SWCD, \$1,667.17
- 188 - Owyhee CD, \$2,560.00
- 189 - Payette SWCD, \$4,500.00
- 190 - Squaw Creek SCD, \$2,750.00
- 191 - Wood River SWCD, \$145,000.00

192  
193 The Commission will explore the possibility of submitting these as a line item request within the FY 2013  
194 budget request. Additionally, these budget requests will be taken into consideration throughout FY  
195 2012 if funding becomes available.

196  
197 **OTHER BUSINESS**  
198

199 Staff Report from June 7, 2011

200 Bill Lillibridge, SWC staff, provided a staff report to the Commission and attendees on the status of  
201 projects in north Idaho. Due to the severe flooding throughout the area, there are several disaster areas  
202 that may be eligible for FEMA funding. Staff is currently looking to see if there are any conservation  
203 projects affected by this flooding that would be eligible to receive federal funds and what that process  
204 would be. Discussion followed. There was concern that this research would take away from current  
205 staff priorities and it was suggested that staff follow up with the Association of Counties to determine  
206 which counties are affected and what the process would be to get affected projects covered.

207  
208 Mr. Lillibridge was directed to provide an update on the recent staffing changes, including Lance  
209 Holloway, Jordan Tollefson and the shift of the position from Salmon to Arco to meet increased  
210 workload and to reduce the amount of travel time and expenses.

211  
212 The Commission thanked Mr. Lillibridge and his family for his time during his tenure as Acting  
213 Administrator. Chairman Flory requested input and solutions from districts and partners on the  
214 structure currently in place as Ms. Murrison evaluates the needs around the state.

215  
216 Schedule July and August 2011 meetings

217 The following meetings were tentatively scheduled:

- 218 - July 19, 2011 teleconference at 7:30 a.m.
- 219 - August 17, 2011 public meeting in Boise at 8:00 a.m.

220  
221 Employee Recognition

222 The Commission recognized Bill Lillibridge for 15 years of service to the state and presented a certificate  
223 of appreciation.

224  
225 The Commission further recognized the time and effort given by Bill Flory and Dwight Horsch during  
226 their time with the Commission and commended them for their dedication to conservation.

227  
228 Election of Officers

229 Pursuant to Idaho Code § 22-2718(3), the Commission changed the designation of its officers.

230  
231 Commissioner Radford nominated Dick Bronson as Chairman. Commissioner Stutzman seconded.  
232 Motion passed unanimously.

233  
234 Commissioner Stutzman moved to nominate David Radford as Vice Chair. Commissioner Bronson  
235 seconded. Commissioner Radford spoke in support of the Commission and partnership. Motion passed  
236 unanimously.

237  
238 Commissioner Radford moved to nominate Roger Stutzman as Secretary. Chairman Flory seconded.  
239 Motion passed unanimously.

240  
241 Chairman Flory spoke in support of conservation within the state and the importance of the non-  
242 regulatory component. He is proud of the partners and the projects that he had known and seen during  
243 his tenure and is excited about the future of the state.

244  
245 Chairman Flory shared the resignation letter submitted by Vice Chair Horsch. Mr. Horsch was recently  
246 appointed by the Governor as a board member to the Idaho Department of Transportation.

247  
248 **Commissioner Radford moved to accept the resignation of Dwight Horsch effective July 1, 2011. Mr.**  
249 **Bronson seconded. The Chair yielded the floor to Commissioner Horsch who thanked all of the**  
250 **partners and staff for the seven great years he has spent on the Commission and is looking forward to**  
251 **servng the state in his capacity on the Department of Transportation board. Motion passed**  
252 **unanimously.**

253  
254 Fran Hughes, Kootenai-Shoshone SWCD, wanted to publicly commend Commission staff, Mark Hogen,  
255 for his assistance to the district and the tremendous amount of help he provides to their supervisors and  
256 staff. He further thanked the Commission for bringing the meeting on the road and providing an  
257 opportunity for the northern districts to participate in the meeting.

258  
259 Ken Stinson, Latah SWCD, thanked the exiting leaders for the energy spent to bring the conservation  
260 partnership to where it is today and is encouraged by the direction of the Commission.

261  
262 **There being no further business, Chairman Flory moved to adjourn the meeting at 12:05 p.m.**  
263 **Commissioner Bronson seconded. Motion passed.**

264  
265 Respectfully submitted,

266  
267 Dick Bronson  
268 Commissioner and Secretary,  
269 Idaho Soil & Water Conservation Commission