

Lake County Conservation District Minutes

Regular Meeting, 6:30 pm

Thursday, September 10, 2026

Location: NRCS Service Center, Ronan



Attendance:

Present Supervisors and Associate Supervisors:

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| ☐ Jan Niemeyer, Chair - EXCUSED | ☒ Craig McClure | ☐ Steve Hoffman, Assoc. EXCUSED |
| ☒ Sigurd Jensen, Vice Chair | ☒ Susan Gardner | ☒ David Sturman, Assoc. at 7:30PM |
| ☒ Curt Rosman, Treasurer | ☒ Allen Branine – Via Zoom | ☒ Angie Knoll, Assoc. –Via Zoom |
| | ☒ Max Krantz – at 6:38 PM | |

LCCD Staff, Partners, and guests:

- ☒ Caroline McDonald, LCCD
 - ☒ Daisy Coyne, LCCD BSWC
 - ☐ Leo Rosenthal, FWP
 - ☒ Rebecca Shoemaker, NRCS
- Guests: Thad Coffing, and Stan Kittock, Renovo Farm.

1. REGULAR SUPERVISOR MEETING OPENING

- a. Call to order: Caroline called the roll. Quorum was noted and Sigurd called the meeting to order at 6:30 PM
Public Comment: None

2. APPROVAL OF MINUTES:

MOTION	Approve August minutes as presented without corrections.		
FIRST	Susan	SECOND	Curt
DISCUSSION	None		
RESULTS	Passed, unanimous		
FOLLOW UP	NA		

3. SB-310 PERMITTING:

- a. Site Team Report - LA26002 Wagon, Cedar Creek, remove trees/fuel reduction and culvert installation

Site Report: The team found the proposal to riprap the old skid trail on the north end of the property acceptable. The portion of the application proposing removal of trees from the streambed is **not advised**. The section of Cedar Creek running through the property is currently barren of quality fish habitat, and the recent tree fall is considered beneficial to fish habitat rehabilitation. The landowner was encouraged to coordinate with the Swan River State Forest manager regarding the adjacent state forest property.

Recommend Permit with modifications. The approved activities described in the original application will be limited to Phase Two of the project as described except for the tree removal activities from Cedar Creek's bed and banks.

MOTION	Recommend issuing permit with modifications to exclude tree removal from Cedar Creek (bed and banks).		
FIRST	Allen	SECOND	Curt
DISCUSSION	None		
RESULTS	Passed, unanimous		
FOLLOW UP	Send permit w/ modifications to landowner for signature and copy FWP		

- b. Other Open 310 Projects (no action needed)

1. FINANCIALS

- a. Caroline reviewed the monthly financials.

MOTION	Approve Monthly Financial Reports - August 31, 2026, as presented.		
FIRST	Craig	SECOND	Susan
DISCUSSION	None		
RESULTS	Passed, unanimous		
FOLLOW UP	None		

- b. Personnel Committee Report and FY27 Coordinator Salary Recommendation

Personnel Committee members present, Sigurd and Curt, reported on Caroline's annual review and salary increase. The Committee noted that they are very pleased with Caroline's efforts and the direction of the District. The Committee recommended that Caroline's salary be increased by \$2.03/hour (approximately 6%), as budgeted in the FY27 budget and approved at the August meeting.

MOTION	Approve Personnel Committee's recommendation for Caroline's salary increase.		
FIRST	Craig	SECOND	Susan
DISCUSSION	None.		
RESULTS	Passed, unanimous		
FOLLOW UP	Salary adjustment will take effect beginning of next pay period (9/16/26).		

2. BUSINESS

- a. County Planning Representative Appointment

Following the County Commissioners' decision not to appoint the District's nominee, Max Krantz, and their request that the District identify an alternate representative, the Board considered how to proceed. At Max's request, who stated that he had retained private legal counsel regarding the matter, the Board voted to postpone identification of a new nominee for 60 days.

MOTION	Postpone identification of new District nominee for County Planning Committee for 60 days.		
FIRST	Curt	SECOND	Craig
DISCUSSION	None		
RESULTS	Passed, unanimous		
FOLLOW UP	Caroline will inform the County that the issue has been postponed. Supervisors instructed Caroline to share any official Commissioner correspondence regarding the matter with board members.		

b. FY27 Annual Operating Plan: Review & Adopt

During Caroline's annual review, she presented and discussed the draft FY27 Operational Plan. Supervisors noted that the plan effectively incorporates issues and priorities discussed in recent Board meetings, and specifically appreciated the clear identification of the "Big 6" priorities.

MOTION	Approve the FY27 Operational Plan as presented		
FIRST	Allen	SECOND	Curt
DISCUSSION	None		
RESULTS	Passed, unanimous		
FOLLOW UP	None		

c. Conservation Coordinator Title Review

Caroline has requested that her job title be updated to better reflect the scope and level of responsibility of her position. Caroline requests District Director as the preferred title, with District Administrator as an acceptable alternative.

MOTION	Change Caroline's title to Executive Director		
FIRST	Curt	SECOND	Allen
DISCUSSION	Executive Director better captures her duties and is a well-recognized title both across professional fields.		
RESULTS	Passed, unanimous		
FOLLOW UP			

d. 310 Model Rules Review

Caroline facilitated a review of the 2021 LCCD Construction Standards for possible inclusion in the DNRC updated model rules. It was agreed that the board would do more advance work before the next meeting, bringing their comments/notes on the remaining sections of Chapter 3 of the current LCCD 310 rules.

e. Area V Meeting

Resolution Review: None

Meeting attendance and representative appointment

Allen, Susan, Craig, Jan, and Sigurd all expressed interest in attending.

MOTION	Allen was nominated to represent the District at the Area V meeting in Eureka on the 29 th .		
FIRST	Curt	SECOND	Craig
DISCUSSION	None		
RESULTS	Passed, unanimous		
FOLLOW UP	Caroline will follow up with all interested parties to confirm attendance. She will complete the registrations on Monday, September 14 th .		

f. Policy Clarification: Associate Membership

MOTION	For purposes of Section 22.2 of the LCCD Operations Policy, it is moved that the three-board-meeting attendance requirement does not apply to voting supervisors in good standing who wish to step down to Associate status.
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FIRST	Susan	SECOND	Allen
DISCUSSION	None		
RESULTS	Passed, unanimous		
FOLLOW UP	NA		

6. COORDINATOR (Executive Director) REPORT:

- a. Caroline reviewed the status of existing projects and ongoing outreach activities that are included in her written report. Caroline highlighted the multiple events coming up. She also shared the completed annual report, the legislative memo spearheaded by the WMCC septic committee, and WMCC's Biennial Report.
- b. Pollinator Initiative Presentation – Daisy shared her ongoing work in developing a Ronan Pollinator/Native Plant Demonstration garden.

7. COMMUNICATION/DISCUSSION

- a. 10-Minute Trainings: Sturgis Parliamentary Procedures- DNRC Materials. Next month: Duties of Officers
- b. (Acting) NRCS District Conservationist: Rebecca – Multiple outreach events partnering with CD including the Mission Valley Conservation Alliance. Applications due Oct. 27th.
- c. Resource Exec. Committee: Sigurd, Next month meeting.
- d. City/County Planning: Jan (absent); No Report
- e. County planning – VACANT

8. Final Public Comment

- David – Horse logging demonstration for Farmers Union last month.
- Grazing conference in Dillon. LCCD will support travel costs.

Adjourn

MOTION	Observing no further public comment, move to adjourn the meeting.		
FIRST	Craig	SECOND	Allen
DISCUSSION	None		
RESULTS	Passed, unanimous		
FOLLOW UP	The meeting adjourned at 8:45 PM.		

The next regularly scheduled meeting of the supervisors will be October 8, 6:30 PM at the district offices.

(Date)

(Supervisor Signature)

(Date)

(Preparer Signature) Caroline McDonald