

Asotin County Conservation District
Thursday – March 19, 2020
Board Meeting
Taken by: Megan Stewart
Prepared by: Megan Stewart

Vice-Chair Rod Hostetler called the Board Meeting, held at the District Office, to order at 7:01 p.m.

Supervisors present: Jerry Hendrickson, Jason Schlee (via teleconference) Kelsey Crawford (via teleconference)

ACCD Staff present: Megan Stewart

Guests present via teleconference: Shana Joy (WSCC), Wayne Johnson (Knife River Construction)

Cottonwood Fish Passage Project Bid Opening:

Rod Hostetler open the four bids received for the project.

<u>Bidder:</u>	<u>Bid Amount:</u>
M.L. Albright & Sons, Inc.	\$611,840.25
DW Excavating Inc	\$883,726.20
Knife River	\$691,146.00
Debco Construction	\$526,559.28

*Jerry Hendrickson moved and Kelsey Crawford seconded a motion to accept the low bid submitted by Debco Construction for \$526,559.28 contingent on the full review of the bid for completeness and bidder responsibility and approval of the additional fund needs from the RCO Fish Barrier Removal Board. **Motion Carried 1***

Old Business:

Review field equipment needs for PALS instream projects this summer. The hydraulic post driver, power supply hose and cap from Skidril Industries is \$5,495.00 and the ATV log arch skidder from CMI is \$774.00.

*Jerry Hendrickson moved and Kelsey Crawford seconded a motion to approve the field equipment purchases for \$5,495 from Skidril Industries and \$774 from CMI . **Motion Carried 2***

New Business:

Commercial Cost-Share:

Applications:

Brad Forgey: Pasture/hayland planting. *Jason Schlee moved and Jerry Hendrickson seconded a motion to approve Brad Forgey's pasture/hayland as presented. **Motion Carried 3 Assigned #2020-12***

• **COVID-19 Update**

- The office is currently open and USDA has put a policy in place that requires anyone entering the office to answer 3 health related questions. If they answer yes to any question, they will not be permitted to enter the office. There is another conference call scheduled for tomorrow and we anticipate additional restrictions.
- Megan recommended the District close the office to walk in visitors and only allow scheduled appointments, continue field work with there will be limited, or no, contact with others, suspend Movi testing until the end of March and change the tree sale structure to advance orders and allow pick up in the parking lot.

*Jerry Hendrickson moved and Jason Schlee seconded a motion to approve the recommendations made for work protocol during the COVID-19 health concerns. **Motion Carried 4***

- There have been constant changes and updates provided Megan provided the most recent updates available and has been actively participating in conference calls hosts by WSCC to prepare for changes that made be needed. The WSCC recommended each District put a Delegation of Authority in place to allow one person to make routine business decision and continue the District operations without delay.

*Jerry Hendrickson moved and Jason Schlee seconded a motion to approve Delegation of Authority to Megan Stewart to make decisions so business can continue during the COVID-19 health concern and she may seek guidance from any board meeting if needed. **Motion Carried 5***

Public Comment:

Shana Joy noted that the WSCC is available to assist Districts with any issues related to COVID-19 and would continue to provide guidance and information as it becomes available. She also noted that the board took the steps necessary to continue operations during these uncertain times and encouraged the District to continue checking the WSCC webpage that is dedicated to COVID-19, especially the frequently asked questions section.

There being no further business, the teleconference meeting was adjourned at 7:24 p.m.

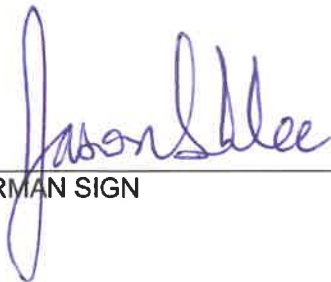
Review of Motions:

1. *Jerry Hendrickson moved and Kelsey Crawford seconded a motion to accept the low bid submitted by Debco Construction for \$526,559.28 contingent on the full review of the bid for completeness and bidder responsibility and approval of the additional fund needs from the RCO Fish Barrier Removal Board. **Motion Carried 1***
2. *Jerry Hendrickson moved and Kelsey Crawford seconded a motion to approve the field equipment purchases for \$5,495 from Skidril Industries and \$774 from CMI . **Motion Carried 2***
3. *Jason Schlee moved and Jerry Hendrickson seconded a motion to approve Brad Forgey's pasture/hayland as presented. **Motion Carried 3 Assigned #2020-12** .*
4. *Jerry Hendrickson moved and Jason Schlee seconded a motion to approve the recommendations made for work protocol during the COVID-19 health concerns. **Motion Carried 4***
5. *Jerry Hendrickson moved and Jason Schlee seconded a motion to approve Delegation of Authority to Megan Stewart to make decisions so business can continue during the COVID-19 health concern and she may seek guidance from any board meeting if needed. **Motion Carried 5***

NEXT BOARD MEETING

Thursday – April 9, 2020

****7:00 p.m.****



CHAIRMAN SIGN

07-16-20
DATE

SUPERVISOR SIGN

DATE