

Asotin County Conservation District
Thursday – June 11, 2020
Board Meeting: held by telephone conference
Minutes taken and prepared by: Lacy Ausman-Ditto

7:02 p.m: Chairman Levi Luhn called the Board meeting, held by teleconference, to order.

Supervisors present by telephone:

Levi Luhn, Jerry Hendrickson, Kelsey Crawford, Rod Hostetler

ACCD Staff present by telephone:

Megan Stewart, Brad Riehle, Jennifer Zipse, Amanda Schmidt, Zach Van Orsdel, Lacy Ausman-Ditto, Colleen Ozard

Guests present by telephone:

Angela Williams

CALENDARS and EVENTS:

- ✓ Employee Schedule was reviewed
- ✓ July Board Meeting date changed to July 16, 2020.

Correspondence:

Employee update reports were emailed out to supervisors prior to the meeting.

A copy of the most current issue of "District Digest" was emailed out prior to the meeting and was briefly reviewed.

OLD BUSINESS:

- ✓ Weed Board Partnership
 - Review of documents: Weed Board Intergovernmental Agreement draft, Workload Breakout draft, Weed Board Budget draft, and Weed Board Partnership Timeline draft. [Rod Hostetler moved and Jerry Hendrickson seconded a motion to approve moving forward with the final development of the Weed Board Partnership agreement between the Asotin County Conservation District and the Asotin County Noxious Weed Board. Motion Carried 1.](#)
- ✓ RCO Grant Applications Update
 - Cougar Creek implementation grant application has been submitted.
 - SRFB application updates.

NEW BUSINESS:

- Enduris
 - Working on an update to billing during annual renewal.
- End of Fiscal Year Budgets
 - Changes in BPA budget due to COVID-19 restrictions, budget reallocation for equipment purchases was proposed:
 - Megan asked the Board to make a motion to approve equipment purchases pending approval from BPA.
 - New MS Surface laptop computer to replace faulty equipment.
 - GoPro Camera purchase for outreach activities and records for project implementation.
 - Trail-camera equipment for monitoring of in-stream habitat structures
 - Grass seeding drill/equipment, pending further information regarding equipment and funding availability.
 - [Jerry Hendrickson moved and Kelsey Crawford seconded a motion to approve purchase of Microsoft Surface Laptop Computer, GoPro](#)

Camera, Trail Camera equipment, and the grass seeding drill/equipment contingent upon BPA funding availability. **Motion Carried 2.**

- 2017-2019 Accountability Audit
 - Update regarding beginning of the Accountability Audit for 2017-2019.
- WADE Training – Virtual Conference
 - Conference now being held virtually, videos will be available after conference is complete, staff and supervisors invited to register for courses next week.
- Outstanding Cost-Share Projects –
 - Updates on status of currently outstanding cost-share projects, and potential extensions which could be presented for board approval in the future. Update requested from supervisors to cost-share rates for annual NTE amount of pasture/hayland planting cost-shares.
- Material Hauling Agreement – PALS Projects
 - BPA budget changes due to COVID, would like approval for moving forward with the development of an agreement for the reallocation of BPA in-stream habitat funding to purchase woody materials from private landowner for PALS structures. \$64,240.00 was quoted as the cost of hauling and handling as a “sole source provider.” Rod Hostetler moved and Kelsey Crawford seconded a motion to develop a per-load rate for the delivery of donated forest materials for PALS projects from Brit Ausman, and approve a Not-To-Exceed \$64,240.00 for the total cost of hauling and handling materials. **Motion Carried 3.**
- Cramer Fish Sciences – Low Tech Training and Construction Oversight Agreement
 - Agreement with Cramer Fish Sciences presented which includes training for staff for implementation and construction oversight for Couse Creek in-stream habitat structures, not to exceed \$4,955.00 total amount. Jerry Hendrickson moved, and Rod Hostetler seconded a motion to approve the agreement NTE: \$4,955.00 with Cramer Fish Sciences, contingent upon the ability to do construction during COVID-19 restrictions. **Motion Carried 4.**

Conservation Plan Revisions:

Applications: N/A

Revisions: Wayne Bezona CREP 11038: due to recent site conditions and assessments, no revision is needed at this time.

Extension: N/A

Commercial Cost-Share:

Dan Sangster – Special request for reimbursement for pasture/hayland project implemented during COVID-19 restrictions, project was implemented prior to securing a cost-share agreement which is counter to ACCD policy. With board approval, a cost-share agreement could be submitted retrospectively for this project only. The supervisors asked for further information about the project before approving or denying this exception to the cost-share policy.

Applications: N/A

Revisions: N/A

Extension: N/A

Non-Commercial Cost-Share:

Applications: N/A

Revisions: N/A

NRCS REPORT: *(Reports submitted by email, read aloud by Megan)*

Angela Williams Reported: Hammering away at CSP, there were a total of 160 applicants state-wide, the next signup will be in the spring of 2021.

PUBLIC COMMENT:

9:10 pm **EXECUTIVE SESSION – Approx. 60 minutes, 2nd Phone Line was activated at 9:10 PM for board members. Lacy Ausman-Ditto remained on the public phone line for the duration of the meeting to remain compliant with public access.**

Reconvened at 10:32 pm

There being no further business, the teleconference meeting was adjourned at **10:33 pm** by Chairman Levi Luhn.


Review of Motions:

1. Rod Hostetler moved and Jerry Hendrickson seconded a motion to approve moving forward with the final development of the Weed Board Partnership agreement between the Asotin County Conservation District and the Asotin County Noxious Weed Board. **Motion Carried 1.**
2. Jerry Hendrickson moved and Kelsey Crawford seconded a motion to approve purchase of Microsoft Surface Laptop Computer, GoPro Camera, Trail Camera equipment, and the grass seeding drill/equipment contingent upon BPA funding availability. **Motion Carried 2.**
3. Rod Hostetler moved and Kelsey Crawford seconded a motion to develop a per-load rate for the delivery of donated forest materials for PALS projects from Brit Ausman and approve a Not-To-Exceed \$64,240.00 for the total cost of hauling and handling materials. **Motion Carried 3.**
4. Jerry Hendrickson moved, and Rod Hostetler seconded a motion to approve the agreement NTE: \$4,955.00 with Cramer Fish Sciences, contingent upon the ability to do construction during COVID-19 restrictions. **Motion Carried 4.**

NEXT BOARD MEETING

Thursday – July 16, 2020

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



CHAIRMAN SIGN

07-16-20
DATE