

Asotin County Conservation District
Thursday – July 16, 2020
Special Board Meeting
Minutes taken and prepared by: Jennifer Zipse

7:02 p.m.: Acting Chairman Jason Schlee called the Board meeting to order.

Supervisors present: Jerry Hendrickson, Kelsey Crawford

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

Guests present by telephone: Shana Joy (WSCC), Tom Salzer (WACD)

Minutes

- ✓ Review and approve minutes from March 5, March 19, April 9, May 7, June 11 Board Meetings ~ *Kelsey Crawford moved and Jerry Hendrickson seconded a motion to approve minutes from March 5, March 19, April 9, May 7 & June 11, 2020 Board Meeting. **Motion Carried 1***

Financial Reports:

- ✓ Board reviewed and approved check register ~ Jerry Hendrickson moved and Kelsey Crawford seconded a motion to approve checks
March 2020 ~ #152293 to #15349 and #1962 to 1967 and 5 EFT pymts (2-941 pymts, 2-DCP, 1-AFLAC) Totaling \$90,482.68
April 2020 ~ #15350 to #15405 and #1968 to 1972 and 9 EFT pymts (2-941 pymts, 2-DCP, 1-AFLAC-4-Qrtrly pymts Lnl-ESD-PFMLA-ID St Tax) Totaling \$86,888.14
May 2020 ~ #15406 to #15452 and #1973 to 1977 and 5 EFT pymts (2-941 pymts, 2-DCP, 1-AFLAC) Totaling \$61,357.04
*June 2020 ~ #15453 to #15525 and #1978 to 1982 and 5 EFT pymts (2-941 pymts, 2-DCP, 1-AFLAC) Totaling \$148,992.24. **Motion Carried 2***
- ✓ Board reviewed Accounts Payable, Treasurers Report, Transaction Journal, Compensated Absences, and Outstanding Voucher Status, Budget and Outstanding Cost-Shares. Megan discussed the District Budget and explained that the WSCC will have a 15% reduction for the operation budget categories which includes the implementation grant. The implementation grant provides support to all District activities.

Calendars and Events:

- ✓ Employee Schedule was reviewed

Correspondence:

- ✓ Employee update reports were emailed out to supervisors prior to the meeting.
- ✓ Shana Joy gave an overview the District Digest. Budget update: WSCC will be carrying 15% reduction of the budget over into the next biennium that all District's will need to adjust for, July 30th from 9-11am there will be a District budget update webinar from the WSCC, preparing budget requests for 2021-2023 biennium.

Old Business:

- ✓ Covid-19 Update
 - Still working from home but in the field frequently
 - Masks are required to be worn in the office when more than 1 person is present
 - Phases on hold and additional restrictions of socialize with no more than 10 people outside of household – more details to come
- ✓ Weed Board Partnership Agreement
 - Scope of work remained the same
 - Under review by county prosecutor
 - Anticipate approval at July 27th Commissioner meeting
 - Weed Board and County are very supportive

- Kelsey Crawford moved and Jerry Hendrickson seconded a motion to approve the Weed Board Partnership Agreement contingent on legal review by Asotin County prosecuting attorney. **Motion Carried 3.**
- ✓ **SRFB Applications Update**
 - ACCD is fully funded for all four projects applications
 - PA 78 was conditioned (RCO to review at each phase of the design); accepted by ACCD
 - Applied for construction on Cougar Creek from FBRB
 - Possible application for match for SRFB
 - Talked with landowners about installing fish screens in ESA lists streams
 - Will reach out to previous fish screen holders for current conditions of screens
 - Those who have water rights to pump out of the creeks must have screens
- ✓ **PALS Update**
 - Work crew to install PALS from July-September
 - Prep work and staging is underway in Couse and Tenmile Creeks
 - Reid with Cramer Fish Sciences is providing instruction to ACCD Staff and work crews
- ✓ **Cottonwood Update**
 - Still on schedule despite loss of County engineer
 - Pre-construction meeting is being planned
 - Tribe agreed to no monitoring if ACCD is on site during excavation activities
 - No road closures – short delays due to 1 lane road during construction – using light signals for traffic control

New Business:

- **WACD Dues for 2020**
 - \$3,388.89
 - Jerry Hendrickson moved and Kelsey Crawford seconded a motion to approve paying for the WACD dues in the amount of \$3,388.89. **Motion Carried 4.**
- **Update from Tom Salzer**
 - District Elections topic at the legislative session
 - WACD Annual Meeting to be held virtually
- **IMW Increase Wood Density Agreement – Eco Logical Research**
 - Charley Creek, North & South fork of Asotin Creek
 - Increasing wood densities
 - Wrapping up IMW monitoring and restoration
 - \$28,000 – to help with securing wood from Forest Service and provide installation
 - Jerry Hendrickson moved and Kelsey Crawford seconded a motion to approve the IMW Increase Wood Density Agreement with Eco Logical Research of \$28,000. **Motion Carried 5.**

Conservation Plan Revisions:

Applications: N/A

Revisions: Wayne Bezona CREP CN 11038: Additional 1400 ft. of fencing

- Jerry Hendrickson moved and Kelsey Crawford seconded a motion to approve Wayne Bezona CREP CN 11038 revision. **Motion Carried 6.**

Extension: N/A

Commercial Cost-Share:

Applications: N/A

Revisions: N/A

Extension:

- ✓ **Scheibe Farms Sediment Basins 2012-29, 2015-18, 2019-15: To all be completed at once by 12/15/2020**
 - Kelsey Crawford moved and Jerry Hendrickson seconded a motion to approve the extensions of Scheibe Farms Sediment Basins 2012-29, 2015-18, 2019-18. **Motion Carried 7.**
- ✓ **Nathan Scheibe Sediment Basins 2019-18: To be completed by 12/31/2020**
 - Jerry Hendrickson moved and Kelsey Crawford seconded a motion to approve the extension of Nathan Scheibe's sediment basins 2019-18. **Motion Carried 8.**
- ✓ **Appleford Farms Pasture/Hayland Planting 2019-06: To be completed no later than 5/31/2021**
 - Extension request not addressed at this meeting

- ✓ Thiessen Ranch Water Development 2019-33: To be completed by 11/30/2020.
 - Kelsey Crawford moved and Jerry Hendrickson seconded a motion to approve the extension of Thiessen Ranch Water Development. **Motion Carried 9.**

Non-Commercial Cost-Share:

Applications: N/A

Revisions: N/A

NRCS REPORT: N/A

PUBLIC COMMENT: N/A

8:33 pm EXECUTIVE SESSION – Approx. 20 minutes, phone line remained activated for board members.

- Jerry Hendrickson moved and Kelsey Crawford seconded a motion to move Zach Van Orsdel from introductory to regular employment status and effective August 1st provide a \$.50/hr raise, 4% retirement match option and \$25 per month cell phone reimbursement. **Motion carried 10.**

Reconvened at 8:53 pm

There being no further business, the meeting was adjourned at **8:56 pm** by Acting Chairman Jason Schlee.

Review of Motions:

1. **Motion Carried 1:** Kelsey Crawford moved and Jerry Hendrickson seconded a motion to approve minutes from March 5, March 19, April 9, May 7 & June 11, 2020 Board Meeting. Motion Carried 1
2. **Motion Carried 2:** Jerry Hendrickson moved and Kelsey Crawford seconded a motion to approve checks March 2020 ~ #152293 to #15349 and #1962 to 1967 and 5 EFT pymts (2-941 pymts, 2-DCP, 1-AFLAC) Totaling \$90,482.68 April 2020 ~ #15350 to #15405 and #1968 to 1972 and 9 EFT pymts (2-941 pymts, 2-DCP, 1-AFLAC-4-Qrtrly pymts Lnl-ESD-PFMLA-ID St Tax) Totaling \$86,888.14 May 2020 ~ #15406 to #15452 and #1973 to 1977 and 5 EFT pymts (2-941 pymts, 2-DCP, 1-AFLAC) Totaling \$61,357.04 June 2020 ~ #15453 to #15525 and #1978 to 1982 and 5 EFT pymts (2-941 pymts, 2-DCP, 1-AFLAC) Totaling \$148,992.24. Motion Carried 2
3. **Motion Carried 3:** Kelsey Crawford moved and Jerry Hendrickson seconded a motion to approve the Weed Board Partnership Agreement contingent on legal review by prosecuting attorney. Motion Carried 3.
4. **Motion Carried 4:** Jerry Hendrickson moved and Kelsey Crawford seconded a motion to approve paying for the WACD dues in the amount of \$3,388.89. Motion Carried 4.
5. **Motion Carried 5:** Jerry Hendrickson moved and Kelsey Crawford seconded a motion to approve the IMW Increase Wood Density Agreement with Eco Logical Research of \$28,000. Motion Carried 5.
6. **Motion Carried 6:** Jerry Hendrickson moved and Kelsey Crawford seconded a motion to approve Wayne Bezona CREP CN 11038 revision. Motion Carried 6.
7. **Motion Carried 7:** Kelsey Crawford moved and Jerry Hendrickson seconded a motion to approve the extensions of Scheibe Farms Sediment Basins 2012-29, 2015-18, 2019-18. Motion Carried 7.
8. **Motion Carried 8:** Jerry Hendrickson moved and Kelsey Crawford seconded a motion to approve the extension of Nathan Scheibe's sediment basins 2019-18. Motion Carried 8.
9. **Motion Carried 9:** Kelsey Crawford moved and Jerry Hendrickson seconded a motion to approve the extension of Thiessen Ranch Water Development. Motion Carried 9.
10. **Motion Carried 10:** Jerry Hendrickson moved and Kelsey Crawford seconded a motion to move Zach Van Orsdel from introductory to regular employment status and effective August 1st provide a \$.50/hr raise, 4% retirement match option and \$25 per month cell phone reimbursement. Motion carried 10.

NEXT BOARD MEETING
Thursday – August 6, 2020
****7:00 p.m.****



CHAIRMAN SIGN

8-6-20

DATE