



**Asotin County Conservation District  
Thursday – November 4, 2021  
Board Meeting  
Minutes taken and prepared by: Jennifer Zipse**

**12:04 PM:** Chairman, Levi Luhn called the Board meeting to order.

Supervisors present: **Levi Luhn, Jerry Hendrickson, Jason Schlee, Rod Hostetler, Kelsey Crawford**  
ACCD Staff present: **Megan Stewart, Kodie Wight, Amanda Schmidt, Jennifer Zipse, Lacy Ausman-Ditto**

**MINUTES**

Review and Approve Minutes from October 7, 2021, board meeting.  
Rod Hostetler moved and Jason Schlee seconded a motion to approve minutes from October 7, 2021, board meeting. **Motion Carried 1.**

**FINANCIAL REPORTS**

October checks: #16472 to #16528 and #2067 to #2071 and 9 EFT payments. Totaling \$66,064.39  
Jerry Hendrickson moved and Kelsey Crawford seconded the motion to approve October checks: #16472 to #16528 and #2067 to #2071 and 9 EFT payments. Totaling \$66,064.39. **Motion Carried 2.**

Board Supervisors reviewed Accounts Payable, Treasurers Report, Transaction Journal, Compensated Absences, and Outstanding Voucher Status, District Budget, and Outstanding Cost-Shares.

**CORRESPONDENCE**

Employee update reports were reviewed by the Board of Supervisors.

Employee schedule was reviewed by the Board of Supervisors.

WSSC – District Digest was reviewed by the Board of Supervisors.

**OLD BUSINESS**

WCC Crew Hosting – A work schedule for the crew was presented for ACCD’s upcoming project needs and Palouse CD’s project needs. The contract between WCC and ACCD would be from October 2022-September 2023.

**NEW BUSINESS**

WACD Annual Meeting and Resolutions – Conference webinars have begun. The Board reviewed the resolutions prior to the board meeting. One of the two SE Area Director position is currently vacant.

Hazard Mitigation Funding for Home Ignition Assessments – The WSSC has \$3,300 for ACCD to be able to do “Firewise” type home assessments. ACCD will plan to do a minimum of 10 homes (6 forested & 4 rangeland/rural urban interface).

Blue Mountain RC&D 2022 Partnership Agreement – Rod Hostetler moved and Jerry Hendrickson seconded a motion to approve the Blue Mountain RC&D 2022 Partnership Agreement. **Motion Carried 3.**

LiDAR Support Letter for Asotin County Public Works – Funding became available from DNR to do a county wide LiDAR survey. ACCD drafted a letter of support on how the data would benefit our future needs. Kelsey Crawford moved and Jason Schlee seconded a motion to approve the LiDAR support letter for Asotin County Public Works. **Motion Carried 4.**

Cost Share BMP Descriptions – Having BMP descriptions would help identify tier levels, what specific BMPs should be used, resource concerns, and identify what funding source may be used. The board was given an example of the new BMP Description format, and board members will be asked to review small batches of cost-share BMP descriptions over the course of several future board meetings. After final approval, these BMP descriptions will become a part of Section 6 of the ACCD District Operations Manual.

Paul McCarthy

- Cost share application 2021-53, weed control. Kelsey Crawford moved and Jason Schlee seconded a motion to approve the cost share application 2021-53 for Paul McCarthy. **Motion Carried 5.**

Seibly Farms

- Cost share project for Seibly Farms was presented and discussed.

Rocky Ridge Land & Cattle

- Cost share project for Rocky Ridge Land & Cattle was presented and discussed.

W H Weatherly

- Cost share project for W H Weatherly was presented and discussed.

Bryce Heitstuman

- Cost share project for Bryce Heitstuman was presented and discussed.

Scheibe Farms, CREP CN 11044, Mill Creek

- Jason Schlee moved and Jerry Hendrickson seconded a motion to approve the inspection report and maintenance plan for Scheibe Farms, CREP CN 11044, Mill Creek. **Motion Carried 6.**
- Jerry Hendrickson moved and Kelsey Crawford seconded a motion to approve the conservation plan revision for Scheibe Farms, CREP CN 11044, Mill Creek. **Motion Carried 7.**

Thiessen Ranch, CREP CN 11033, Asotin Creek

- The post-drought report was reviewed.
- Kelsey Crawford moved and Jason Schlee seconded a motion to approve the conservation plan revision for Thiessen Ranch, CREP CN 11033, Asotin Creek. **Motion Carried 8.** Rod Hostetler abstained.

Larry Matson, CCRP CN 11036, Eugene Gulch

- The post-drought report was reviewed.
- Rod Hostetler moved and Kelsey Crawford seconded a motion to approve the conservation plan revision for Larry Matson, CCRP CN 11036, Eugene Gulch. **Motion Carried 9.**

#### **PUBLIC COMMENT**

No public comments.

**ADJOURN**

The meeting was adjourned at 1:56pm by Chairman, Levi Luhn.

*Review of Motions:*

1. Rod Hostetler moved and Jason Schlee seconded a motion to approve minutes from October 7, 2021, board meeting. **Motion Carried 1.**
2. Jerry Hendrickson moved and Kelsey Crawford seconded the motion to approve October checks: #16472 to #16528 and #2067 to #2071 and 9 EFT payments. Totaling \$66,064.39. **Motion Carried 2.**
3. Rod Hostetler moved and Jerry Hendrickson seconded a motion to approve the Blue Mountain RC&D 2022 Partnership Agreement. **Motion Carried 3.**
4. Kelsey Crawford moved and Jason Schlee seconded a motion to approve the LiDAR support letter for Asotin County Public Works. **Motion Carried 4.**
5. Kelsey Crawford moved and Jason Schlee seconded a motion to approve the cost share application 2021-53 for Paul McCarthy. **Motion Carried 5.**
6. Jason Schlee moved and Jerry Hendrickson seconded a motion to approve the inspection report and maintenance plan for Scheibe Farms, CREP CN 11044, Mill Creek. **Motion Carried 6.**
7. Jerry Hendrickson moved and Kelsey Crawford seconded a motion to approve the conservation plan revision for Scheibe Farms, CREP CN 11044, Mill Creek. **Motion Carried 7.**
8. Kelsey Crawford moved and Jason Schlee seconded a motion to approve the conservation plan revision for Thiessen Ranch, CREP CN 11033, Asotin Creek. **Motion Carried 8.** Rod Hostetler abstained.
9. Rod Hostetler moved and Kelsey Crawford seconded a motion to approve the conservation plan revision for Larry Matson, CCRP CN 11036, Eugene Gulch. **Motion Carried 9.**

**NEXT REGULAR BOARD MEETING**

**Thursday – December 9, 2021**

**12:00 p.m.**

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CHAIRMAN SIGN

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DATE

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SUPERVISOR SIGN

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DATE