

**Asotin County Conservation District**  
**Thursday – June 7, 2018**  
**Board Meeting**  
**Taken by: Colleen Ozard**  
**Prepared by: Colleen Ozard**

Chairman Keith Ausman called the Board Meeting, held at the District Office, to order at 7:38 p.m.  
Supervisors present: Jerry Hendrickson, Levi Luhn, Rod Hostetler, Jason Schlee

ACCD Staff: Megan Stewart, Colleen Ozard, Brad Riehle, Steven Woodley, Amanda Schmidt  
Guests: Jim Schroeder (NRCS)

**Minutes:**

Review and approve minutes of May 10, 2018 Board Meeting and May 14, 2018 Work Session Board Meeting ~ *Levi Luhn moved and Jason Schlee seconded a motion to approve minutes from May 10, 2018 Board Meeting and May 14 Work Session Board Meeting. Motion Carried. 1*

**Financial Reports:**

Board reviewed and approved check register ~ *Jerry Hendrickson moved and Levi Luhn seconded a motion to approve checks #14079 to #14133 and #1850 to #1853 and 2 EFT pymts (2018/2Q-941, DCP Contributions 2018/05 1-15) Totalling \$105,590.78. Motion Carried. 2*

Board reviewed Accounts Payable, Treasurers Report, Transaction Journal, Compensated Absences, and Grant Voucher Status.

Megan gave update on Budget and Outstanding Cost-Share Projects. Megan requested up to \$5,000.00 for Asotin County Noxious Weed Board Early Detection-Rapid Response Weed Control Program. *Jerry Hendrickson moved and Jason Schlee seconded a motion to approve up to \$5,000.00 for ACNWB Early Detection-Rapid Response Weed Control Program. Motion Carried. 3*

**Calendars and Events:**

- ✓ Employee schedules and calendar reviewed.
- ✓ (NRCS) Courtney Smith Retirement Picnic – Wednesday, June 20, 2018
- ✓ ACCD – Open House Friday, June 22, 2018 8:30-11:30am
- ✓ Upcoming Holidays – Independence Day – Wednesday, July 04, 2018 – **Office Closed**
- ✓ ACCD July Board Meeting of July 5<sup>th</sup> will be postponed to Monday, July 9, 2018 7:30pm (due to holiday)

**Correspondence:**

Review of WSCC - Quick Notes.

**Old Business:**

Board and Staff viewed Safety Videos re: Bear Spray Repellent usage and Annual Driving Safety videos.

**New Business:**

- CREP Maintenance Agreement – Dean Reeves CN 295
- CREP State Reimbursement & Maintenance Contract Dean Reeves CN295  
*Levi Luhn moved and Jason Schlee seconded a motion to approve CREP Maintenance Agreement and CREP State Reimbursement & Maintenance Dean Reeves Contract 295 as presented. Motion Carried. 4*
- **Cost-Share Applications:**
  - Commercial:**
    - Hostetler JV – Water Development – *Need discussions with funding sources re: policy requirements – set up meeting with BPA and DOE. No motion at this time.*
    - Terry Hendrickson – Spring Development – *Levi Luhn moved and Jason Schlee seconded a motion to approve Terry Hendrickson Spring Development as presented. Motion Carried. 5*
    - Flying Crow Ranch – Natural Resource Investments – *Levi Luhn moved and Rod Hostetler seconded a motion to approve Flying Crow Ranch Natural Resource Investment as presented. Motion Carried. 6*

**Chairman Keith Ausman turned Chair over to Levi Luhn**

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**Revisions:**

K & C Blue Mt. Land LLC – Water Development 2017-1 – *Jerry Hendrickson moved and Jason Schlee seconded a motion to approve K & C Blue Mt. Land LLC Water Development 2017-1 revision as presented. Motion Carried. 7 Keith Ausman abstained*

**Acting Chairman Levi Luhn returned Chair to Keith Ausman**

**Non-Commercial:**

Colleen Ozard – Pasture Planting, Heavy Use Area Fence & Cross Fence - *Jerry Hendrickson moved and Levi Luhn seconded a motion to approve Colleen Ozard – Pasture Planting, Heavy Use Area Fence and Cross Fence as presented. Motion Carried. 8*

➤ **County Road Work Requests:** n/a

➤ **Conservation Plans:** n/a

➤ **CREP PIP Loan Fund update:** Megan reviewed intended email with Board. *Jerry Hendrickson moved and Jason Schlee seconded a motion for Megan to send email to Mark Clark regarding lack of PIP Loan funds, with follow-up to occur within 2 weeks. Motion Carried 9*

➤ **Coordinators Reports:**

Megan reported: Assessment is wrapping up, Cottonwood RFP delayed due to other workload priorities.

Brad reported: Working on plans for manure management, site visits for CREP reenrollments (approx. 6) and with archeologist, PIP Loan issues, cultural resources (for Jen)

Steven reported: VSP Plan has been approved – gearing up for implementation phase. Newsletter to go out next week. Coordinating with CPR Instructor – CPR/First Aid Class scheduled for July 18th 9 am-noon at CD Office. Wheat Variety Tour June 27 1:00-4:30pm.

➤ **Technicians Report:**

Jennifer reported: on leave

Amanda reported: Working final CREP maintenance funds requests. Mapping and planning for CREP re-enrollments.

➤ **NRCS Report:**

Jim reported: FSA-CSP applications are being accepted. Expiring Cropland CRP, new intern student will be here for about 2 months through the summer, CRP rental rates have dropped.

**PUBLIC COMMENT:** n/a

**Executive Session:** 9:47p.m. for approx. 45 minutes

**RCW 42.30.110 (1) (g)** To Review the Performance of a District Employee  
To Evaluate the Qualifications of a Candidate for Employment

**Board reconvened to open session at 10:30 p.m.**

*Jason Schlee moved and Levi Luhn seconded a motion to hire Courtney Smith as a part-time-irregular employee effective June 23, 2018 at \$34.00 per hour with minimum required benefits. Motion Carried 10*

There being no further business, the meeting was adjourned at 10:35p.m. by Chairman Keith Ausman.

**Review of Motions:**

1. *Levi Luhn moved and Jason Schlee seconded a motion to approve minutes from May 10, 2018 Board Meeting and May 14 Work Session Board Meeting. Motion Carried. 1*
2. *Jerry Hendrickson moved and Levi Luhn seconded a motion to approve checks #14079 to #14133 and #1850 to #1853 and 2 EFT pymts (2018/2Q-941, DCP Contributions 2018/05 1-15) Totaling \$105,590.78. Motion Carried. 2*

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3. Jerry Hendrickson moved and Jason Schlee seconded a motion to approve up to \$5,000.00 for ACNWB Early Detection-Rapid Response Weed Control Program. **Motion Carried. 3**
4. Levi Luhn moved and Jason Schlee seconded a motion to approve CREP Maintenance Agreement and CREP State Reimbursement & Maintenance Dean Reeves Contract 295 as presented. **Motion Carried. 4**
5. Levi Luhn moved and Jason Schlee seconded a motion to approve Terry Hendrickson Spring Development as presented. **Motion Carried. 5**
6. Levi Luhn moved and Rod Hostetler seconded a motion to approve Flying Crow Ranch Natural Resource Investment as presented. **Motion Carried. 6**
7. Jerry Hendrickson moved and Jason Schlee seconded a motion to approve K & C Blue Mt. Land LLC Water Development 2017-1 revision as presented. **Motion Carried. 7 Keith Ausman abstained**
8. Jerry Hendrickson moved and Levi Luhn seconded a motion to approve Colleen Ozard – Pasture Planting, Heavy Use Area Fence and Cross Fence as presented. **Motion Carried. 8**
9. Jerry Hendrickson moved and Jason Schlee seconded a motion for Megan to send email to Mark Clark regarding lack of PIP Loan funds, with follow-up to occur within 2 weeks. **Motion Carried 9**
10. Jason Schlee moved and Levi Luhn seconded a motion to hire Courtney Smith as a part-time-irregular employee effective June 23, 2018 at \$34.00 per hour with minimum required benefits. **Motion Carried 10**

**NEXT BOARD MEETING**

**SPECIAL MEETING:**

**Monday – July 9, 2018**

**6:00 p.m.**

Keith Ausman  
CHAIRMAN SIGN

8/9/2018  
DATE

Jerry Hendrickson  
SUPERVISOR SIGN

8/9/18  
DATE