

Asotin County Conservation District

Thursday – May 9, 2019

Board Meeting Agenda

****7:30 p.m.****

7:30 p.m.

ACCD BOARD MEETING – CALL TO ORDER

MINUTES FROM PREVIOUS MEETINGS:

- ✓ Review and Approve Minutes from April 11, 2019 Board Meeting

FINANCIAL REPORTS:

- ✓ Approve Checks:
April 2019 ~ #14626 to #14681 and #1903 to 1907 and 7 EFT payments (2-941 pymts, 2-DCP Contribution pymts, 3-Qrtly pymts) - Totaling \$61,629.34
- ✓ Review: Treasures Report, Accounts Payable, Transaction Journals, Compensated Absences, Grant Voucher Status, District Budget, Outstanding Cost-Share

CALENDARS and EVENTS:

- ✓ Employee Schedule
- ✓ Memorial Day ~ Monday, May 27th – Office Closed
- ✓ PALS & BDA Instream Tour ~ Thursday, May 23rd, 9am-12pm

CORRESPONDENCE:

- ✓ WSCC - Quick Notes

OLD BUSINESS: n/a

NEW BUSINESS:

- WSCC Master Contract
- Section 218 Coverage
- ACNWCB Early Detection/Rapid Response Program

➤ Cost-Share Applications:

Commercial:

Scheibe Farms – Farmland Conversion
Bryan Bishop – Farmland Conversion

Revisions: n/a

Non-Commercial:

Revisions:

2018-08 Matt & Deb Sabo – Riparian Planting

➤ Conservation Plans: n/a

- CREP Inspection & Maintenance Reports
Weiss CN 11011

COORDINATORS REPORTS:

TECHNICIAN REPORTS:

NRCS REPORTS:

PUBLIC COMMENT:

EXECUTIVE SESSION: RCW 42.30.110 (1) (g) Review the performance of a public employee
ADJOURN

NEXT BOARD MEETING:

Thursday – June 6th, 2019

7:30 p.m.

Mission Statement:

"To advocate, educate and assist people in responsible land management and agricultural practices that conserve and improve air, soil and water quality and fish and wildlife habitat for present and future generations."

www.asotincd.org

Asotin County Conservation District

Thursday – April 11, 2019

Board Meeting

Taken by: Colleen Ozard

Prepared by: Colleen Ozard

Acting Chairman Keith Ausman called the Board Meeting, held at the District Office, to order at 7:43 p.m.
Supervisors present: Jerry Hendrickson, Levi Luhn, Jason Schlee, Rod Hostetler

ACCD Staff: Megan Stewart, Colleen Ozard, Jennifer Zipse, Steven Woodley, Amanda Schmidt, Brad Riehle

Guests: Jim Schroeder (NRCS)

Minutes:

Review and approve minutes of March 7, 2019 Board Meeting ~ *Levi Luhn moved and Jason Schlee seconded a motion to approve minutes from March 7, 2019 Board Meeting. Motion Carried. 1*

Financial Reports:

Board reviewed and approved check register ~ *Jerry Hendrickson moved and Jason Schlee seconded a motion to approve March 2019 ~ checks #14578 to #14625 and #1898 to #1902 and 4 EFT payments (2-941pymts, 2-DCP Contribution payments) Totaling \$144,018.21. Motion Carried. 2*

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

Calendars and Events:

Employee schedules/calendar discussed.

Upcoming Events:

- ✓ WADE – Jerry Hendrickson will attend. Staff attendance will be decided next week.
- ✓ Yellow Starthistle Coordination meeting will be held 4/17 in Anatone - Steve and Jim plan on attending.

Correspondence:

WSCC New Director – Carol Smith
Review of WSCC Quick Notes

Old Business: n/a

New Business:

SRFB Authorized Application Resolution: Authorizes Megan to act on behalf of District to request funds from RCO. *Rod Hostetler moved and Jerry Hendrickson seconded a motion to approve the SRFB Authorized Applicant Resolution for RCO. Motion Carried. 3*

Grande Ronde & Snake River Assessment – Consultant/Proposal Recommendations: Five proposals were received and reviewed by selection committee. Megan provided overview of ranking. Discussion followed with Board approving Anchor QEA, LLC as chosen consultant. *Jason Schlee moved and Levi Luhn seconded a motion to approve Megan Stewart to work towards securing a contract with Anchor QEA, LLC. Motion Carried. 4*

Category 3 – Manure Management Project List Ranking: Brad, Jennifer, Steve and Megan reviewed and presented to Board. Keith recommended his project be last on list as it was tied with another applicant.

Keith Ausman handed Chair to Levi Luhn

Jerry Hendrickson moved and Jason Schlee seconded a motion to approve Manure Management ranking as presented, (with Scheibe Farms remaining #2 with full livestock exclusion on the Snake River OR #3 without livestock exclusion and needing to develop a grazing management program). Motion Carried. 5 Keith Ausman abstained

Levi Luhn returned Chair to Keith Ausman

FY2020 Annual Plan review: *Jerry Hendrickson moved and Jason Schlee seconded a motion to approve FY2020 Annual Plan as presented. Motion Carried. 6*

WSCC End of Year Funding Request with a total limit of \$7,000.00 and up to three requests/items.

Items discussed:

- 1) Manure spreader (mid-size) + accessories + trailer.

ACCD Board Meeting Minutes

April 11, 2019

- 2) Storage Shed
- 3) Post Pounder (gas powered)

*Jason Schlee moved and Jerry Hendrickson seconded a motion to approve request for manure spreader to include accessories and trailer. **Motion Carried. 7***

➤ **Cost-Share Applications:**

Commercial:

Scheibe Farms – Farmland Conversion 2019-09 ~ *Jerry Hendrickson moved and Rod Hostetler seconded a motion to approve Scheibe Farms – Farmland Conversion 2019-09 as presented. **Motion Carried. 8** Levi Luhn abstained*

Scheibe Farms – Water Development 2019-10 ~ *Jason Schlee moved and Levi Luhn seconded a motion to approve Scheibe Farms – Water Development 2019-10 as presented. **Motion Carried. 9***

Hostetler JV – Pasture/Hayland 2019-11 ~ *Jerry Hendrickson moved and Levi Luhn seconded a motion to approve Hostetler JV – Pasture/Hayland 2019-11 as presented. **Motion Carried. 10** Rod Hostetler abstained*

Revisions:

Couse Creek Ranch – CREP Match (2017-33 Revision 2) ~ *Rod Hostetler moved and Jason Schlee seconded a motion to approve Couse Creek Ranch – CREP Match (2017-33 Revision 2) as presented. **Motion Carried. 11***

➤ **Non-Commercial:** n/a

➤ **Conservation Plans:** n/a

Coordinator's Reports:

Megan reported: Draft SRFB applications are in, ranking next week. Tour in early June.

Brad reported: Site visits for manure management projects, spring projects preparation (feed lot work).

Steven reported: Ag Stewardship plans, resource assessments, VSP 2-year report due Aug 30, updating contractors list.

Technician's Reports:

Jennifer reported: Site visits with Brad on manure management, Bighorn Sheep flyers for outreach.

Amanda reported: A total of 25 CREP & CCRP contracts in implementation status this Spring. Spending time in the field with planting crews for planting projects and signing off on completed projects. Working on Spring maintenance and weed control needs for CREP projects.

NRCS Report:

Jim reported: EQIP 2019 and CRP deadlines coming up in May. Angela will be back as full-time employee.

Rod Hostetler commented to keep looking into the larger “commercial” manure spreaders, probably will need “grant funding” for purchase and look into “rental program”.

Jerry Hendrickson commented on discussing meeting hour changes, possibly to 7:00 pm – more discussion to follow on this topic.

Note: End of May the Board will accept the Keith Ausman’s resignation. Megan would like to advertise to fill the “Elected Position Vacancy” as of 5/10/19 and will “remain open until filled”. Board will review applicants at June 6 Board meeting.

PUBLIC COMMENT: n/a

There being no further business, the meeting was adjourned at 10:21p.m. by Chairman Keith Ausman

Review of Motions:

1. *Levi Luhn moved and Jason Schlee seconded a motion to approve minutes from March 7, 2019 Board Meeting. **Motion Carried. 1***
2. *Jerry Hendrickson moved and Jason Schlee seconded a motion to approve March 2019 ~ checks #14578 to #14625 and #1898 to #1902 and 4 EFT payments (2-941pymts, 2-DCP Contribution payments) Totaling \$144,018.21. **Motion Carried. 2***

ACCD Board Meeting Minutes

April 11, 2019

3. Rod Hostetler moved and Jerry Hendrickson seconded a motion to approve the SRFB Authorized Applicant Resolution for RCO. **Motion Carried. 3**
4. Jason Schlee moved and Levi Luhn seconded a motion to approve Megan Stewart to work towards securing a contract with Anchor QEA, LLC. **Motion Carried. 4**
5. Jerry Hendrickson moved and Jason Schlee seconded a motion to approve Manure Management ranking as presented, (with Scheibe Farms remaining #2 with full livestock exclusion on the Snake River OR #3 without livestock exclusion and needing to develop a grazing management program). **Motion Carried. 5 Keith Ausman abstained**
6. Jerry Hendrickson moved and Jason Schlee seconded a motion to approve FY2020 Annual Plan as presented. **Motion Carried. 6**
7. Jason Schlee moved and Jerry Hendrickson seconded a motion to approve request for manure spreader to include accessories and trailer. **Motion Carried. 7**
8. Jerry Hendrickson moved and Rod Hostetler seconded a motion to approve Scheibe Farms – Farmland Conversion 2019-09 as presented. **Motion Carried. 8 Levi Luhn abstained**
9. Jason Schlee moved and Levi Luhn seconded a motion to approve Scheibe Farms – Water Development 2019-10 as presented. **Motion Carried. 9**
10. Jerry Hendrickson moved and Levi Luhn seconded a motion to approve Hostetler JV – Pasture/Hayland 2019-11 as presented. **Motion Carried. 10 Rod Hostetler abstained**
11. Rod Hostetler moved and Jason Schlee seconded a motion to approve Couse Creek Ranch – CREP Match (2017-33 Revision 2) as presented. **Motion Carried. 11**

NEXT BOARD MEETING

Thursday – May 9, 2019

****7:30 p.m.****

Keith Ausman
CHAIRMAN SIGN

5-9-2019
DATE

Jerry Hendrickson
SUPERVISOR SIGN

5/9/19
DATE

CHECK REGISTER

Asotin County Conservation District
MCAG #: 2384

04/01/2019 To: 04/30/2019

Time: 08:41:04 Date: 05/02/2019

Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
256	04/01/2019	Claims	5	EFT	DCP - WA State Treasurer	523.96	2019/16-31 DCP Contribution
259	04/02/2019	Claims	5	EFT	Internal Revenue Service	2,436.24	941 - 2Q - 2019/April
274	04/05/2019	Claims	5	EFT	Department Of Labor & Industries	611.88	2019/1Q LnI
275	04/05/2019	Claims	5	EFT	Employment Securities Department	87.14	2019/1Q UI Tax
276	04/05/2019	Claims	5	EFT	Idaho State Tax Commission	156.00	2019/1Q Idaho State W/H Tax
315	04/18/2019	Claims	5	EFT	DCP - WA State Treasurer	685.66	2019/April 1-15 DCP Contribution
316	04/17/2019	Claims	5	EFT	Internal Revenue Service	2,521.90	941 - 2Q 2019/April 4/16 P/R
242	04/01/2019	Payroll	5	14626	Colleen Ozard	1,392.00	Salary 03/16/16 thru 03/31/19
243	04/01/2019	Payroll	5	14627	Bradley Riehle	1,498.31	Salary 03/16/16 thru 03/31/19
244	04/01/2019	Payroll	5	14628	Amanda Schmidt	874.34	Salary 03/16/16 thru 03/31/19
245	04/01/2019	Payroll	5	14629	Megan Stewart	2,237.97	Salary 03/16/16 thru 03/31/19
246	04/01/2019	Payroll	5	14630	Remie Terpening-Murray	129.29	Salary 03/16/16 thru 03/31/19
247	04/01/2019	Payroll	5	14631	Steven Woodley	1,660.12	Salary 03/16/16 thru 03/31/19
248	04/01/2019	Payroll	5	14632	Jennifer Zipse	1,038.75	Salary 03/16/16 thru 03/31/19
249	04/01/2019	Claims	5	14633	ACCD - Flex	275.00	2019/03-31 Flex Contribution
257	04/01/2019	Claims	5	14634	Tolo Properties / Hada Wiltse	1,675.00	Office Lease 2019/04
258	04/01/2019	Claims	5	14635	WA Health Care Authority	6,453.00	ACCD 900 B30 Inv 04/2019 File ID P201904
267	04/03/2019	Claims	5	14636	Jerry Hendrickson	156.57	Travel And Expense 12/17/18 Thru 04/01/19
269	04/04/2019	Claims	5	14637	The Computer Doctors	223.35	Inv 56550 04/03/19 Comp Mgd Maint Ck# 14637 04/03/19
270	04/04/2019	Claims	5	14638	MoneySaver	211.00	Tree Sale Ads Inv 582976 3/14 / 582976 3/21
271	04/04/2019	Claims	5	14639	Plants Of The Wild	320.00	Inv 34524-IN Plant/Material
272	04/04/2019	Claims	5	14640	The Computer Doctors	372.62	Inv 56552 04/03/19 Cloud BU 2019/2Q Apr-Jun
273	04/04/2019	Claims	5	14641	WACD Plant Materials Center	4,987.63	INv 19-262-Final Plants/Material
284	04/10/2019	Claims	5	14642	Postal And Copy+	11.37	Inv 124862 Postage -Soil Samples
285	04/10/2019	Claims	5	14643	Scheibe Farms	2,289.00	Scheibe Cn11018 Contingency Fence Inv 1128
286	04/10/2019	Claims	5	14644	Scheibe Farms	54.00	Scheibe Cn11017 Maintenance Inv 1147
287	04/10/2019	Claims	5	14645	Scheibe Farms	216.00	Hendrickson Cn11035 Maintenance AOP Scheibe Inv 1108
288	04/10/2019	Claims	5	14646	Scheibe Farms	648.00	Thiessen Ranch Cn11033 Maintenance AOP Scheibe Inv 1109
289	04/10/2019	Claims	5	14647	Schurman's True Value	28.01	Inv 592523 19.39 / Inv 592792 8.62
290	04/10/2019	Claims	5	14648	Washington State Conservation Commission	570.48	Inv 144 March 2019 Cust ID# 48 SCC Assigned# 471048 Ck#14648 4/10/19
291	04/11/2019	Claims	5	14649	Scheibe Farms	111.00	Scheibe Cn11017 Maintenance=Scheibe Inv 1129
292	04/11/2019	Claims	5	14650	Scheibe Farms	2,074.00	Scheibe Cn11018 Maintenance=Scheibe Inv 1129
296	04/11/2019	Claims	5	14651	AFLAC	223.09	Inv 231664 Acct # JJ277 2019/04
300	04/15/2019	Claims	5	14652	Cable One	116.87	Internet 04/22/19 Ck#14652 04/15/19
301	04/16/2019	Claims	5	14653	Colleen Ozard	25.00	Travel & Expense Cell Reimb April
302	04/16/2019	Claims	5	14654	Brad Riehle	37.18	Travel & Expense April BR Cell/mileage

CHECK REGISTER

Asotin County Conservation District
MCAG #: 2384

04/01/2019 To: 04/30/2019

Time: 08:41:04 Date: 05/02/2019

Page: 2

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
303	04/16/2019	Claims	5	14655	Amanda Schmidt	44.72	Travel & Expense April Cell/mileage
304	04/16/2019	Claims	5	14656	Steven Woodley	53.18	Travel & Expense April Cell/Mileage/Postage
305	04/16/2019	Payroll	5	14657	Colleen Ozard	1,521.70	Salary 04/01/19 thru 04/15/19
306	04/16/2019	Payroll	5	14658	Bradley Riehle	1,659.19	Salary 04/01/19 thru 04/15/19
307	04/16/2019	Payroll	5	14659	Amanda Schmidt	914.13	Salary 04/01/19 thru 04/15/19
308	04/16/2019	Payroll	5	14660	Megan Stewart	1,880.06	Salary 04/01/19 thru 04/15/19
309	04/16/2019	Payroll	5	14661	Remie Terpening-Murray	46.17	Salary 04/01/19 thru 04/15/19
310	04/16/2019	Payroll	5	14662	Steven Woodley	1,814.44	Salary 04/01/19 thru 04/15/19
311	04/16/2019	Payroll	5	14663	Jennifer Zipse	1,133.15	Salary 04/01/19 thru 04/15/19
312	04/16/2019	Claims	5	14664	ACCD - Flex	259.00	2019/04-15 Flex Contribution
317	04/16/2019	Claims	5	14665	Scheibe Farms	2,811.60	Thiessen Ranch 2017-24 04/03/19 Planting AOP Scheibe
318	04/16/2019	Claims	5	14666	Scheibe Farms	658.55	Thiessen Ranch AOP Scheibe Inv 1145 Planting
319	04/16/2019	Claims	5	14667	Nez Perce Tribe Cultural Resource Dept.	6,764.85	Inv 2019-15 #2017-04, NPT Fund #5827 - Botts Streambank Rest CR
327	04/22/2019	Claims	5	14668	Postal And Copy+	11.40	Inv 125994 Postage For Soil Samples
333	04/30/2019	Claims	5	14669	Hendrickson Ranch	675.00	Hendrickson Ranch 11023 Inv 03/14/19 CREP Maint Rebuild Fence
334	04/30/2019	Claims	5	14670	Inland NW Services, Inc	134.64	Inv 1010419 04/24/19 Copier Maint
335	04/30/2019	Claims	5	14671	Luhn Cattle	840.00	Luhn Cattle 2018-02 04/08/19 Fabric Mulch (Riparian Planting)
336	04/30/2019	Claims	5	14672	Postal And Copy+	32.66	Inv 126542 BPA - Grand Ronde Assessment Postage
337	04/30/2019	Claims	5	14673	Scheibe Farms	606.00	J Hendrickson 11035 Snake River AOP Scheibe Inv 1137 3/31/19 C/S CREP Replant Trees
338	04/30/2019	Claims	5	14674	Scheibe Farms	92.00	J Hendrickson 11035 Snake River AOP Scheibe Inv 1138 4/01/19 CREP Maint Weed Control
339	04/30/2019	Claims	5	14675	Scheibe Farms	189.00	R Scheibe 11018 Inv 1147 1/21/19 CREP Maint Tubes
340	04/30/2019	Claims	5	14676	Brad Riehle	486.78	Travel & Expense 2019/04
341	04/30/2019	Claims	5	14677	Amanda Schmidt	92.80	Travel & Expense 2019/04
342	04/30/2019	Claims	5	14678	Courtney Smith	27.84	Travel & Expense 2019/04
343	04/30/2019	Claims	5	14679	Megan Stewart	1,011.16	Travel & Expense 2019/04
344	04/30/2019	Claims	5	14680	Steven Woodley	28.42	Travel & Expense 2019/04
345	04/30/2019	Claims	5	14681	Jennifer Zipse	25.00	Travel & Expense 2019/04
251	04/01/2019	Claims	8	1903	Amanda Schmidt	441.08	2019/04-01 Flex Reimbursement
252	04/01/2019	Claims	8	1904	Megan Stewart	108.00	2019/04-01 Flex Reimbursement
253	04/01/2019	Claims	8	1905	Jennifer Zipse	139.09	2019/04-01 Flex Reimbursement
254	04/01/2019	Claims	8	1906	Asotin County Conservation District	92.00	2019/03-31 Flex Dep HI Prem Reimb To ACCD
314	04/16/2019	Claims	8	1907	Megan Stewart	104.00	2019/04-16 Flex Reimbursement

001 001 - (ACCD) ~ Conservation District	23,891.96
004 004 - (ACCD) ~ ACCD Overhead	634.08
009 009 - (SRFB) ~ Asotin Crk Riparian Protection	1,718.40
013 013 - (SRFB) ~ Asotin IMW Monitoring 2017	34.70
014 014 - (FBRB-RCO) ~ 2018-19 Cottonwood Creek Pa	173.39
051 051 - (ACCD) ~ Flex Contributions - ALL Employ	884.17
204 204 - (BPA) ~ 2018-19 BPA	18,635.68
514 514 - (SRFB-RCO-WWCC) ~ 2019 Lead Entity	54.02

CHECK REGISTER

Asotin County Conservation District
MCAG #: 2384

04/01/2019 To: 04/30/2019

Time: 08:41:04 Date: 05/02/2019

Page: 3

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
			600	600	- (DOE) ~ Asotin Creek Riparian	1,360.57	
			710	710	- (BH~WWSF) ~ 2019 Bighorn Sheep Project	38.96	
			730	730	- (BH~IWSF) ~ 2019 Bighorn Sheep Project	51.51	
			740	740	- (BH~WDFW) ~ 2019 Bighorn Sheep Project	470.94	
			750	750	- (BH~ODFW) ~ 2019 Bighorn Sheep Project	154.51	
			760	760	- (BH~IDFG) ~ 2019 Bighorn Sheep Project	141.64	
			870	870	- (AC BP) ~ VSP Planning	2,520.84	
			914	914	- (WSCC) ~ 2018-19 Implementation	2,197.82	
			922	922	- (WSCC) ~ 2017/19 CREP TA & C/S	7,732.25	
			930	930	- (WSCC) ~ 2019 TP1	19.14	
			951	951	- (WSCC) ~ Natural Resource Investments (N	51.04	
			972	972	- (WSCC) ~ 2018-19 Livestock TA	863.72	
						Claims:	43,829.72
						61,629.34 Payroll:	17,799.62

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered, or the labor performed as described herein, and that the claim is a just, due and unpaid obligation against the Asotin County Conservation District, and that I am authorized to authenticate and certify to said claim.

Jerry Henderson 5/9/19
Auditor Date

Megan Stewart 5/9/19
District Programs and Operations Coordinator Date

TREASURERS REPORT

Fund Totals

Asotin County Conservation District
MCAG #: 2384

04/01/2019 To: 04/30/2019

Time: 15:38:45 Date: 05/09/2019
Page: 1

Fund	Previous Balance	Revenue	Expenditures	Ending Balance	Claims Clearing	Payroll Clearing	Outstanding Deposits	Adjusted Ending Balance
001 001 - (ACCD) ~ Conservation District	27,103.33	1,810.65	21,733.09	7,180.89	7,324.67	0.00	0.00	14,505.56
003 003 - (ACCD) ~ ACCD Vehicle	-377.24	0.00	-519.68	142.44	0.00	0.00	0.00	142.44
004 004 - (ACCD) ~ ACCD Overhead	21,523.41	0.00	1,858.20	19,665.21	606.07	0.00	0.00	20,271.28
009 009 - (SRFB) ~ Asotin Crk Riparian Protection	-2,974.18	0.00	1,740.95	-4,715.13	0.00	0.00	0.00	-4,715.13
013 013 - (SRFB) ~ Asotin IMW Monitoring 2017	205.02	75.99	37.59	243.42	0.00	0.00	0.00	243.42
014 014 - (FBRB-RCO) ~ 2018-19 Cottonwood Creek Passage Design	-842.79	1,449.19	191.31	415.09	0.00	0.00	0.00	415.09
051 051 - (ACCD) ~ Flex Contributions - ALL Employees	1,346.13	534.00	884.17	995.96	0.00	0.00	0.00	995.96
204 204 - (BPA) ~ 2018-19 BPA	-73,351.49	111,633.97	19,719.90	18,562.58	1,332.60	0.00	0.00	19,895.18
514 514 - (SRFB-RCO-WWCC) ~ 2019 Lead Entity	11.77	278.00	54.02	235.75	0.00	0.00	0.00	235.75
600 600 - (DOE) ~ Asotin Creek Riparian	-15,575.41	8,486.17	1,490.49	-8,579.73	37.70	0.00	0.00	-8,542.03
710 710 - (BH~WWSF) ~ 2019 Bighorn Sheep Project	14,748.75	0.00	38.96	14,709.79	0.00	0.00	0.00	14,709.79
730 730 - (BH~IWSF) ~ 2019 Bighorn Sheep Project	14,735.96	0.00	51.51	14,684.45	0.00	0.00	0.00	14,684.45
740 740 - (BH~WDFW) ~ 2019 Bighorn Sheep Project	379.21	0.00	470.94	-91.73	0.00	0.00	0.00	-91.73
750 750 - (BH~ODFW) ~ 2019 Bighorn Sheep Project	-128.21	135.22	154.51	-147.50	0.00	0.00	0.00	-147.50
760 760 - (BH~IDFG) ~ 2019 Bighorn Sheep Project	-411.31	1,103.31	141.64	550.36	0.00	0.00	0.00	550.36
860 860 - (OCCD) ~ 2015/16 Okanogan CD Post Wildfire	6,140.74	0.00		6,140.74	0.00	0.00	0.00	6,140.74
870 870 - (AC BP) ~ VSP Planning	5,227.79	7,183.54	2,524.32	9,887.01	9.28	0.00	0.00	9,896.29
880 880 - (PCD) ~ Palouse Cd - Shared Staff	385.61	0.00		385.61	0.00	0.00	0.00	385.61
914 914 - (WSSC) ~ 2018-19 Implementation	24,654.71	4,704.79	2,250.02	27,109.48	0.00	0.00	0.00	27,109.48
920 920 - (WSSC) ~ CREP TA	63,040.10	0.00		63,040.10	0.00	0.00	0.00	63,040.10
922 922 - (WSSC) ~ 2017/19 CREP TA & C/S	19,366.40	4,049.02	7,732.25	15,683.17	1,562.00	0.00	0.00	17,245.17
930 930 - (WSSC) ~ 2019 TPI	0.00	0.00	87.00	-87.00	19.14	0.00	0.00	-67.86

TREASURERS REPORT

Fund Totals

Asotin County Conservation District
MCAG #: 2384

04/01/2019 To: 04/30/2019

Time: 15:38:45 Date: 05/09/2019
Page: 2

Fund	Previous Balance	Revenue	Expenditures	Ending Balance	Claims Clearing	Payroll Clearing	Outstanding Deposits	Adjusted Ending Balance
951 951 - (WSCC) ~ Natural Resource Investments (NRI)	929.38	0.00	51.04	878.34	51.04	0.00	0.00	929.38
970 970 - (WSCC) ~ Livestock TA	11,990.22	0.00		11,990.22	0.00	0.00	0.00	11,990.22
972 972 - (WSCC) ~ 2018-19 Livestock TA	-216.51	2,759.69	928.10	1,615.08	0.00	0.00	0.00	1,615.08
	117,911.39	144,203.54	61,620.33	200,494.60	10,942.50	0.00	0.00	211,437.10

TREASURERS REPORT

Account Totals

Asotin County Conservation District
MCAG #: 2384

04/01/2019 To: 04/30/2019

Time: 15:38:45 Date: 05/09/2019
Page: 3

Cash Accounts	Beg Balance	Deposits	Withdrawals	Ending	Outstanding Rec	Outstanding Exp	Adj Balance
5 Twin River Bank Checking	61,194.82	143,669.51	60,745.17	144,119.16	0.00	10,942.50	155,061.66
6 Twin River CD	37,045.97	0.00	0.00	37,045.97	0.00	0.00	37,045.97
7 Twin River Money Market	18,324.47	9.04	0.00	18,333.51	0.00	0.00	18,333.51
8 Twin River Flex Checking	1,346.13	534.00	884.17	995.96	0.00	0.00	995.96
Total Cash:	117,911.39	144,212.55	61,629.34	200,494.60	0.00	10,942.50	211,437.10
	117,911.39	144,212.55	61,629.34	200,494.60	0.00	10,942.50	211,437.10

TREASURERS REPORT

Outstanding Vouchers

Asotin County Conservation District
MCAG #: 2384

As Of: 04/30/2019 Date: 05/09/2019
Time: 15:38:45 Page: 4

Year	Trans#	Date	Type	Acct#	War#	Vendor	Amount	Memo
2018	1104	12/26/2018	Claims	5	14484	Brad Schumacher	6,689.80	B Shumacher 2013-17 RMP Yr 5 Asotin 257.3ac@ \$6689.80
2019	327	04/22/2019	Claims	5	14668	Postal And Copy+	11.40	Inv 125994 Postage For Soil Samples
2019	333	04/30/2019	Claims	5	14669	Hendrickson Ranch	675.00	Hendrickson Ranch 11023 Inv 03/14/19 CREP Maint Rebuild Fence
2019	334	04/30/2019	Claims	5	14670	Inland NW Services, Inc	134.64	Inv 1010419 04/24/19 Copier Maint
2019	335	04/30/2019	Claims	5	14671	Luhn Cattle	840.00	Luhn Cattle 2018-02 04/08/19 Fabric Mulch (Riparian Planting)
2019	336	04/30/2019	Claims	5	14672	Postal And Copy+	32.66	Inv 126542 BPA - Grand Ronde Assessment Postage
2019	337	04/30/2019	Claims	5	14673	Scheibe Farms	606.00	J Hendrickson 11035 Snake River AOP Scheibe Inv 1137 3/31/19 C/S CREP Replant Trees
2019	338	04/30/2019	Claims	5	14674	Scheibe Farms	92.00	J Hendrickson 11035 Snake River AOP Scheibe Inv 1138 4/01/19 CREP Maint Weed Control
2019	339	04/30/2019	Claims	5	14675	Scheibe Farms	189.00	R Scheibe 11018 Inv 1147 1/21/19 CREP Maint Tubes
2019	340	04/30/2019	Claims	5	14676	Brad Riehle	486.78	Travel & Expense 2019/04
2019	341	04/30/2019	Claims	5	14677	Amanda Schmidt	92.80	Travel & Expense 2019/04
2019	342	04/30/2019	Claims	5	14678	Courtney Smith	27.84	Travel & Expense 2019/04
2019	343	04/30/2019	Claims	5	14679	Megan Stewart	1,011.16	Travel & Expense 2019/04
2019	344	04/30/2019	Claims	5	14680	Steven Woodley	28.42	Travel & Expense 2019/04
2019	345	04/30/2019	Claims	5	14681	Jennifer Zipse	25.00	Travel & Expense 2019/04
							10,942.50	

Fund	Claims	Payroll	Total
001 001 - (ACCD) ~ Conservation District	7,324.67	0.00	7,324.67
004 004 - (ACCD) ~ ACCD Overhead	606.07	0.00	606.07
204 204 - (BPA) ~ 2018-19 BPA	1,332.60	0.00	1,332.60
600 600 - (DOE) ~ Asotin Creek Riparian	37.70	0.00	37.70
870 870 - (AC BP) ~ VSP Planning	9.28	0.00	9.28
922 922 - (WSSC) ~ 2017/19 CREP TA & C/S	1,562.00	0.00	1,562.00
930 930 - (WSSC) ~ 2019 TPI	19.14	0.00	19.14
951 951 - (WSSC) ~ Natural Resource Investme	51.04	0.00	51.04
		0.00	10,942.50

TREASURERS REPORT

Signature Page

Asotin County Conservation District
MCAG #: 2384

04/01/2019 To: 04/30/2019

Time: 15:38:45 Date: 05/09/2019
Page: 5

We the undersigned officers for the Asotin County Conservation District have reviewed the foregoing to the best of our knowledge and believe to the best of our knowledge this report is accurate and true.

Chairman of the Board: Signed: _____ Date: _____

Treasurer: Signed: _____ Date: _____

TRANSACTION JOURNAL

Asotin County Conservation District
MCAG #: 2384

04/01/2019 To: 04/30/2019

Time: 14:33:32 Date: 05/09/2019
Page: 1

Trans	Date	Redeemed	Acct #	Chk #	Type	Receipt # InterFund #	Vendor	Amount	Memo
242	04/01/2019	04/30/2019	5	14626	Payroll		Colleen Ozard	1,392.00	Salary 03/16/16 thru 03/31/19
243	04/01/2019	04/30/2019	5	14627	Payroll		Bradley Riehle	1,498.31	Salary 03/16/16 thru 03/31/19
244	04/01/2019	04/30/2019	5	14628	Payroll		Amanda Schmidt	874.34	Salary 03/16/16 thru 03/31/19
245	04/01/2019	04/30/2019	5	14629	Payroll		Megan Stewart	2,237.97	Salary 03/16/16 thru 03/31/19
246	04/01/2019	04/30/2019	5	14630	Payroll		Remie Terpening-Murray	129.29	Salary 03/16/16 thru 03/31/19
247	04/01/2019	04/30/2019	5	14631	Payroll		Steven Woodley	1,660.12	Salary 03/16/16 thru 03/31/19
248	04/01/2019	04/30/2019	5	14632	Payroll		Jennifer Zipse	1,038.75	Salary 03/16/16 thru 03/31/19
249	04/01/2019	04/30/2019	5	14633	Claims		ACCD - Flex	275.00	2019/03-31 Flex Contribution
250	04/01/2019	04/30/2019	8		Tr Rec	4953	Asotin County Conservation District	275.00	2019/03-31 Flex Contribution Deposit
251	04/01/2019	04/30/2019	8	1903	Claims		Amanda Schmidt	441.08	2019/04-01 Flex Reimbursement
252	04/01/2019	04/30/2019	8	1904	Claims		Megan Stewart	108.00	2019/04-01 Flex Reimbursement
253	04/01/2019	04/30/2019	8	1905	Claims		Jennifer Zipse	139.09	2019/04-01 Flex Reimbursement
254	04/01/2019	04/30/2019	8	1906	Claims		Asotin County Conservation District	92.00	2019/03-31 Flex Dep HI Prem Reimb To ACCD
255	04/01/2019	04/30/2019	5		Tr Rec	4954	ACCD - Flex	92.00	2019/04-01 Flex Dep HI Prem Reimb Deposit
256	04/01/2019	04/30/2019	5	EFT	Claims		DCP - WA State Treasurer	523.96	2019/16-31 DCP Contribution
257	04/01/2019	04/30/2019	5	14634	Claims		Tolo Properties / Hada Wiltse	1,675.00	Office Lease 2019/04
258	04/01/2019	04/30/2019	5	14635	Claims		WA Health Care Authority	6,453.00	ACCD 900 B30 Inv 04/2019 File ID P201904
259	04/02/2019	04/30/2019	5	EFT	Claims		Internal Revenue Service	2,436.24	941 - 2Q - 2019/April
260	04/01/2019	04/30/2019	5	EFT	Tr Rec	4955	Recreation And Conservation Office	320.98	014 - Cottonwood Voucher 2019 03 Inv 11
266	04/02/2019	04/30/2019	5		Tr Rec	4956	Tree Sale	162.14	Tree Sale 03/25 Thru 03/31
267	04/03/2019	04/30/2019	5	14636	Claims		Jerry Hendrickson	156.57	Travel And Expense 12/17/18 Thru 04/01/19
268	04/03/2019	04/30/2019	5		Tr Rec	4957	OR Fish & Wildlife	135.22	750 - ODFW Voucher 2019 02 Inv 1
269	04/04/2019	04/30/2019	5	14637	Claims		The Computer Doctors	223.35	Inv 56550 04/03/19 Comp Mgd Maint Ck# 14637 04/03/19
270	04/04/2019	04/30/2019	5	14638	Claims		MoneySaver	211.00	Tree Sale Ads Inv 582976 3/14 / 582976 3/21
271	04/04/2019	04/30/2019	5	14639	Claims		Plants Of The Wild	320.00	Inv 34524-IN Plant/Material
272	04/04/2019	04/30/2019	5	14640	Claims		The Computer Doctors	372.62	Inv 56552 04/03/19 Cloud BU 2019/2Q Apr-Jun
273	04/04/2019	04/30/2019	5	14641	Claims		WACD Plant Materials Center	4,987.63	INV 19-262-Final Plants/Material
274	04/05/2019	04/30/2019	5	EFT	Claims		Department Of Labor & Industries	611.88	2019/1Q Lnl
275	04/05/2019	04/30/2019	5	EFT	Claims		Employment Securities Department	87.14	2019/1Q UI Tax
276	04/05/2019	04/30/2019	5	EFT	Claims		Idaho State Tax Commission	156.00	2019/1Q Idaho State W/H Tax
281	04/09/2019	04/30/2019	5		Tr Rec	4961	Asotin County Building & Planning	6,210.40	870 - VSP Voucher 2019 01 Inv 7
282	04/09/2019	04/30/2019	5		Tr Rec	4962	Asotin County Building & Planning	973.14	870 - VSP Voucher 2019 02 Inv 8

TRANSACTION JOURNAL

Asotin County Conservation District
MCAG #: 2384

04/01/2019 To: 04/30/2019

Time: 14:33:32 Date: 05/09/2019
Page: 2

Trans	Date	Redeemed	Acct #	Chk #	Type	Receipt # InterFund #	Vendor	Amount	Memo
283	04/08/2019	04/30/2019	5	EFT	Tr Rec	4963	WA Conservation Commission	880.70	972 - Livestock TA Voucher 2019 02 Inv 6
284	04/10/2019	04/30/2019	5	14642	Claims		Postal And Copy+	11.37	Inv 124862 Postage -Soil Samples
285	04/10/2019	04/30/2019	5	14643	Claims		Scheibe Farms	2,289.00	Scheibe Cn11018 Contingency Fence Inv 1128
286	04/10/2019	04/30/2019	5	14644	Claims		Scheibe Farms	54.00	Scheibe Cn11017 Maintenance Inv 1147
287	04/10/2019	04/30/2019	5	14645	Claims		Scheibe Farms	216.00	Hendrickson Cn11035 Maintenance AOP Scheibe Inv 1108
288	04/10/2019	04/30/2019	5	14646	Claims		Scheibe Farms	648.00	Thiessen Ranch Cn11033 Maintenance AOP Scheibe Inv 1109
289	04/10/2019	04/30/2019	5	14647	Claims		Schurman's True Value	28.01	Inv 592523 19.39 / Inv 592792 8.62
290	04/10/2019	04/30/2019	5	14648	Claims		Washington State Conservation Commiss	570.48	Inv 144 March 2019 Cust ID# 48 SCC Assigned# 471048 Ck#14648 4/10/19
291	04/11/2019	04/30/2019	5	14649	Claims		Scheibe Farms	111.00	Scheibe Cn11017 Maintenance=Scheibe Inv 1129
292	04/11/2019	04/30/2019	5	14650	Claims		Scheibe Farms	2,074.00	Scheibe Cn11018 Maintenance=Scheibe Inv 1129
294	04/11/2019	04/30/2019	5		Tr Rec	4964	Charles And Marlene Bouis	269.75	ACCD Inv 19-01 Fabric - 6' Roll
295	04/11/2019	04/30/2019	5		Tr Rec	4965	Wilson Banner Ranch	37.50	2019 Burn Permit
296	04/11/2019	04/30/2019	5	14651	Claims		AFLAC		ASCD-209-11457-AG-SPOT - Wilson Banner Ranch Ck#10263 04/05/19
297	04/11/2019	04/30/2019	5	*	Tr Rec	4966	Tree Sale	223.09	Inv 231664 Acct # JJ277 2019/04
298	04/15/2019	04/30/2019	5		Tr Rec	4967	ID Fish & Game	41.92	Alderman Ret'd Item + Bank Fee (less .99 O/s)
299	04/15/2019	04/30/2019	5		Tr Rec	4968	Rod & Debbie Hostetler	895.81	760 - BHS - IDFW 2019/02 Inv 1
300	04/15/2019	04/30/2019	5	14652	Claims		Cable One	1,177.00	2019/April - Hostetler Suprv HI Reimb Ck#9874 \$1177.00 (12 Short For This Month)
301	04/16/2019	04/30/2019	5	14653	Claims		Colleen Ozard	116.87	Internet 04/22/19 Ck#14652 04/15/19
302	04/16/2019	04/30/2019	5	14654	Claims		Brad Riehle	25.00	Travel & Expense Cell Reimb April
303	04/16/2019	04/30/2019	5	14655	Claims		Amanda Schmidt	37.18	Travel & Expense April BR Cell/mileage
304	04/16/2019	04/30/2019	5	14656	Claims		Steven Woodley	44.72	Travel & Expense April Cell/mileage
305	04/16/2019	04/30/2019	5	14657	Payroll		Colleen Ozard	53.18	Travel & Expense April Cell/mileage
306	04/16/2019	04/30/2019	5	14658	Payroll		Bradley Riehle		Cell/Mileage/Postage
307	04/16/2019	04/30/2019	5	14659	Payroll		Amanda Schmidt	1,521.70	Salary 04/01/19 thru 04/15/19
308	04/16/2019	04/30/2019	5	14660	Payroll		Megan Stewart	1,659.19	Salary 04/01/19 thru 04/15/19
309	04/16/2019	04/30/2019	5	14661	Payroll		Remie Terpening-Murray	914.13	Salary 04/01/19 thru 04/15/19
310	04/16/2019	04/30/2019	5	14662	Payroll		Steven Woodley	1,880.06	Salary 04/01/19 thru 04/15/19
311	04/16/2019	04/30/2019	5	14663	Payroll		Jennifer Zipse	46.17	Salary 04/01/19 thru 04/15/19
								1,814.44	Salary 04/01/19 thru 04/15/19
								1,133.15	Salary 04/01/19 thru 04/15/19

TRANSACTION JOURNAL

Asotin County Conservation District
MCAG #: 2384

04/01/2019 To: 04/30/2019

Time: 14:33:32 Date: 05/09/2019
Page: 3

Trans	Date	Redeemed	Acct #	Chk #	Type	Receipt # InterFund #	Vendor	Amount	Memo
312	04/16/2019	04/30/2019	5	14664	Claims		ACCD - Flex	259.00	2019/04-15 Flex Contribution
313	04/16/2019	04/30/2019	8		Tr Rec	4969	Asotin County Conservation District	259.00	2019/04-15 Flex Contribution Deposit
314	04/16/2019	04/30/2019	8	1907	Claims		Megan Stewart	104.00	2019/04-16 Flex Reimbursement
315	04/18/2019	04/30/2019	5	EFT	Claims		DCP - WA State Treasurer	685.66	2019/April 1-15 DCP Contribution
316	04/17/2019	04/30/2019	5	EFT	Claims		Internal Revenue Service	2,521.90	941 - 2Q 2019/April 4/16 P/R
317	04/16/2019	04/30/2019	5	14665	Claims		Scheibe Farms	2,811.60	Thiessen Ranch 2017-24 04/03/19 Planting AOP Scheibe
318	04/16/2019	04/30/2019	5	14666	Claims		Scheibe Farms	658.55	Thiessen Ranch AOP Scheibe Inv 1145 Planting
319	04/16/2019	04/30/2019	5	14667	Claims		Nez Perce Tribe Cultural Resource Dept.	6,764.85	Inv 2019-15 #2017-04, NPT Fund #5827 - Botts Streambank Rest CR
320	04/16/2019	04/30/2019	5	EFT	Tr Rec	4970	Department Of Ecology	8,486.17	600 - DOE 2018/7-8-9 PRPR #1 BALANCE This Inv \$2,828.72
321	04/16/2019	04/30/2019	5	EFT	Tr Rec	4971	WA Conservation Commission	8,753.81	922 CREP TA Voucher 2019/03 #20 \$4049.02 AND 914 Imple Voucher 2019/03 #9 \$4704.79
322	04/18/2019	04/30/2019	5	EFT	Tr Rec	4972	Recreation And Conservation Office	1,128.21	014 Cottonwood Cr Voucher 2019/03 #12 + 2018/10 #7 Thru 2019/02 #11 Retention Held To Date
323	04/19/2019	04/30/2019	5		Tr Rec	4973	ID Fish & Game	207.50	760 - IDFG BH Voucher 2019/03 #2
324	04/19/2019	04/30/2019	5	EFT	Tr Rec	4974	WA Conservation Commission	1,878.99	972 - Livestock TA Voucher 2019/03 #7
325	04/19/2019	04/30/2019	5	EFT	Tr Rec	4975	Bonneville Power Administration	111,633.97	204 - BPA Voucher 2019/03 Inv 9
326	04/22/2019	04/30/2019	5	EFT	Tr Rec	4976	Recreation And Conservation Office	75.99	013 - Asotin IMW Monitor Voucher 2019/03 #10
327	04/22/2019		5	14668	Claims		Postal And Copy+	11.40	Inv 125994 Postage For Soil Samples
331	04/26/2019	04/30/2019	5		Tr Rec	4977	Walla Walla Community College	278.00	514 - Lead Entity Voucher 2019/1Q Jan-feb-Mar #3Q
333	04/30/2019		5	14669	Claims		Hendrickson Ranch	675.00	Hendrickson Ranch 11023 Inv 03/14/19 CREP Maint Rebuild Fence
334	04/30/2019		5	14670	Claims		Inland NW Services, Inc	134.64	Inv 1010419 04/24/19 Copier Maint
335	04/30/2019		5	14671	Claims		Luhn Cattle	840.00	Luhn Cattle 2018-02 04/08/19 Fabric Mulch (Riparian Planting)
336	04/30/2019		5	14672	Claims		Postal And Copy+	32.66	Inv 126542 BPA - Grand Ronde Assessment Postage
337	04/30/2019		5	14673	Claims		Scheibe Farms	606.00	J Hendrickson 11035 Snake River AOP Scheibe Inv 1137 3/31/19 C/S CREP Replant Trees
338	04/30/2019		5	14674	Claims		Scheibe Farms	92.00	J Hendrickson 11035 Snake River AOP Scheibe Inv 1138 4/01/19 CREP Maint Weed Control

TRANSACTION JOURNAL

Asotin County Conservation District
MCAG #: 2384

04/01/2019 To: 04/30/2019

Time: 14:33:32 Date: 05/09/2019
Page: 4

Trans	Date	Redeemed	Acct #	Chk #	Type	Receipt # InterFund #	Vendor	Amount	Memo	IT In	IT Out	Stop Pmts
339	04/30/2019		5	14675	Claims		Scheibe Farms	189.00	R Scheibe 11018 Inv 1147 1/21/19 CREP Maint Tubes			
340	04/30/2019		5	14676	Claims		Brad Riehle	486.78	Travel & Expense 2019/04			
341	04/30/2019		5	14677	Claims		Amanda Schmidt	92.80	Travel & Expense 2019/04			
342	04/30/2019		5	14678	Claims		Courtney Smith	27.84	Travel & Expense 2019/04			
343	04/30/2019		5	14679	Claims		Megan Stewart	1,011.16	Travel & Expense 2019/04			
344	04/30/2019		5	14680	Claims		Steven Woodley	28.42	Travel & Expense 2019/04			
345	04/30/2019		5	14681	Claims		Jennifer Zipse	25.00	Travel & Expense 2019/04			
364	04/30/2019				Adjustmt		\$519.68 2019/04 Grant Vehicle Reimburs		\$519.68 2019/04 Grant Vehicle Reimbursement Adjust To Grants Internet Ck#14652 04/15/19 Adj To Grants S/c366 04/30/19 Inv 1010419 04/24/19 Copier Maintenance Ck#14670 04/30/19 Adj To Grants S/c367 04/30/19 Inv 56550 04/03/19 Computer Maintenance Ck#14637 04/04/19 Adj To Grants S/c368 04/30/19 Inv 2019/04 04/01/19 Office Lease Ck#14634 04/01/19 Adj To Grants S/c369 04/30/19			
366	04/30/2019				Ser Chge		Cable One					
367	04/30/2019				Ser Chge		Inland NW Services, Inc					
368	04/30/2019				Ser Chge		The Computer Doctors					
369	04/30/2019				Ser Chge		Tolo Properties / Hada Wiltse					
373	04/30/2019	04/30/2019	5		Tr Rec	4985	Twin River National Bank	30.31	2019/04 Ck Int			
374	04/30/2019	04/30/2019	7	EFT	Tr Rec	4986	Twin River National Bank	9.04	2019/04 MM Int			
Records Printed:												
Adjustments:								0.00				
Beginning Balance:								0.00				
Revenues:								144,212.55				
Warrant Expenditures:								61,629.34				
Non Warrant Expenditures:								0.00				
Interfund Transfers:								0.00				
Redemptions:								0.00				
Deposits:								0.00				
Withdrawals:								0.00				
Stop Payments:								0.00				
Fund				Adjustments		Beg Bal	Revenues	War Exp	N War Exp			
001 001 - (ACCD) ~ Conservation District				0.00		0.00	1,819.66	23,891.96	-2,149.86	0.00	0.00	0.00
003 003 - (ACCD) ~ ACCD Vehicle				519.68		0.00	0.00	0.00	0.00	0.00	0.00	0.00
004 004 - (ACCD) ~ ACCD Overhead				0.00		0.00	0.00	634.08	1,224.12	0.00	0.00	0.00
009 009 - (SRFB) ~ Asotin Crk Riparian Protectio				0.00		0.00	0.00	1,718.40	22.55	0.00	0.00	0.00
013 013 - (SRFB) ~ Asotin IMW Monitoring 201				0.00		0.00	75.99	34.70	2.89	0.00	0.00	0.00
014 014 - (FBRB-RCO) ~ 2018-19 Cottonwood (				0.00		0.00	1,449.19	173.39	17.92	0.00	0.00	0.00

TRANSACTION JOURNAL

Asotin County Conservation District
MCAG #: 2384

Time: 14:33:32 Date: 05/09/2019
Page: 5

04/01/2019 To: 04/30/2019

Trans	Date	Redeemed	Acct #	Chk #	Type	Receipt #	InterFund #	Vendor	Amount	Memo	IT In	IT Out	Stop Prmts
Fund					Adjustments	Beg Bal	Revenues	War Exp	N War Exp				
051 051 - (ACCD) ~ Flex Contributions - ALL Er					0.00	0.00	534.00	884.17	0.00		0.00	0.00	0.00
204 204 - (BPA) ~ 2018-19 BPA					-201.84	0.00	111,633.97	18,635.68	882.38		0.00	0.00	0.00
514 514 - (SRFB-RCO-WWCC) ~ 2019 Lead En					0.00	0.00	278.00	54.02	0.00		0.00	0.00	0.00
600 600 - (DOE) ~ Asotin Creek Riparian					-129.92	0.00	8,486.17	1,360.57	0.00		0.00	0.00	0.00
710 710 - (BH-WWSF) ~ 2019 Bighorn Sheep P					0.00	0.00	0.00	38.96	0.00		0.00	0.00	0.00
730 730 - (BH-IWSF) ~ 2019 Bighorn Sheep Prc					0.00	0.00	0.00	51.51	0.00		0.00	0.00	0.00
740 740 - (BH-WDFW) ~ 2019 Bighorn Sheep l					0.00	0.00	0.00	470.94	0.00		0.00	0.00	0.00
750 750 - (BH-ODFW) ~ 2019 Bighorn Sheep P					0.00	0.00	135.22	154.51	0.00		0.00	0.00	0.00
760 760 - (BH-IDFG) ~ 2019 Bighorn Sheep Prc					0.00	0.00	1,103.31	141.64	0.00		0.00	0.00	0.00
870 870 - (AC BP) ~ VSP Planning					-3.48	0.00	7,183.54	2,520.84	0.00		0.00	0.00	0.00
914 914 - (WSCC) ~ 2018-19 Implementation					-52.20	0.00	4,704.79	2,197.82	0.00		0.00	0.00	0.00
922 922 - (WSCC) ~ 2017/19 CREP TA & C/S					0.00	0.00	4,049.02	7,732.25	0.00		0.00	0.00	0.00
930 930 - (WSCC) ~ 2019 TP1					-67.86	0.00	0.00	19.14	0.00		0.00	0.00	0.00
951 951 - (WSCC) ~ Natural Resource Investmer					0.00	0.00	0.00	51.04	0.00		0.00	0.00	0.00
972 972 - (WSCC) ~ 2018-19 Livestock TA					-64.38	0.00	2,759.69	863.72	0.00		0.00	0.00	0.00
					0.00	0.00	144,212.55	61,629.34	0.00		0.00	0.00	0.00

Compensated Absences

5/9/2019

Debt: Employee Vacation Leave, Sick Leave & Floating Holiday Costs

Vacation is payable upon resignation/termination, retirement or death. The districts liability for accumulated unused vacation is:
The accumulated vacation available:

CAPS AT 240 MAX	Current Wage	X	Accum- ulated Vacation Hours	=	Vacation Liability	FICA SS/MED TAX LIABILITY (.0765)	UI Tax (.13)	WA PFMLA	TOTAL VACATION LIABILITY
C Ozard	\$21.18	X	127.50	=	\$2,700.45	\$206.58	\$3.51	\$6.84	\$2,917.39
B Riehle	\$23.25	X	76.00	=	\$1,767.00	\$135.18	\$2.30	\$4.48	\$1,908.95
A Schmidt	\$16.75	X	19.00	=	\$318.25	\$24.35	\$0.41	\$0.81	\$343.82
Courtney Smith				=	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
M Stewart				=	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
RN Terpening-Murray				=	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
S Woodley	\$24.00	X	0.50	=	\$12.00	\$0.92	\$0.02	\$0.03	\$12.96
J Zipse	\$16.50	X	27.00	=	\$445.50	\$34.08	\$0.58	\$1.13	\$481.29
Total					\$5,243.20	\$401.10	\$6.82	\$13.29	\$5,664.41

\$ 401.10 \$6.82 \$13.29 \$5,664.41
(calcs at curr wage)

Sick leave can only be used for paid time off of illness, pregnancy, dental, vision and medical exams, illness of children, spouse or other dependents.
The accumulated unused sick leave is:

CAPS AT 240 MAX	Current Wage	X	Accum- ulated Sick Leave Hours	=	Sick Leave	FICA SS/MED TAX LIABILITY (.0765)	No UI on Sick	WA PFMLA	TOTAL SICK LEAVE LIABILITY
C Ozard	\$21.18	X	172.75	=	\$3,658.85	\$279.90	\$0.00	\$9.27	\$3,948.02
B Riehle	\$23.25	X	164.00	=	\$3,813.00	\$291.69	\$0.00	\$9.66	\$4,114.36
A Schmidt	\$16.75	X	35.25	=	\$590.44	\$45.17	\$0.00	\$1.50	\$637.10
Courtney Smith	\$34.00	X	0.60	=	\$20.40	\$1.56	\$0.00	\$0.05	\$22.01
M Stewart	\$38.30	X	29.53	=	\$1,131.00	\$86.52	\$0.00	\$2.87	\$1,220.39
RN Terpening-Murray	\$20.00	X	2.08	=	\$41.60	\$3.18	\$0.00	\$0.11	\$44.89
S Woodley	\$24.00	X	6.50	=	\$156.00	\$11.93	\$0.00	\$0.40	\$168.33
J Zipse	\$16.50	X	16.75	=	\$276.38	\$21.14	\$0.00	\$0.70	\$298.22
Total					\$9,687.66	\$741.11	\$0.00	\$24.55	\$10,453.31

\$ 741.11 \$ - \$24.55 \$10,453.31
(calcs at curr wage)

The accumulated unused sick leave is:

Employees will receive one "Floating Holiday" that can be taken anytime during the calendar year in lieu of Columbus Day. Floating Holidays cannot be cashed out and will be lost if not used by the end of the calendar year in which it was accrued.

The balance of unused Floating Holidays:

	Current Wage	X	Accum- ulated Floating Holiday Hours	=	Floating Holiday Liability	FICA SS/MED TAX LIABILITY (.0765)	UI Tax (.13)	WA PFMLA	TOTAL Floating Holiday Liability
C Ozard	\$21.18	X	8	=	\$169.44	\$12.96	\$0.22	\$0.43	\$183.05
B Riehle	\$23.25	X	8	=	\$186.00	\$14.23	\$0.24	\$0.47	\$200.94
A Schmidt	\$16.75	X	8	=	\$134.00	\$10.25	\$0.17	\$0.34	\$144.76
M Stewart	\$38.30	X	5.5	=	\$210.65	\$16.11	\$0.27	\$0.53	\$227.57
S Woodley	\$24.00	X	0	=	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
J Zipse	\$16.50	X	8	=	\$132.00	\$10.10	\$0.17	\$0.33	\$142.60
Total					\$832.09	\$63.65	\$1.08	\$2.11	\$898.94

\$ 63.65 \$ 1.08 \$2.11 \$898.94
\$17,016.65
(calcs at curr wage)

GRANT #	CFDA #	Current ref #	GRANT NAME	Exp Date	OPEN VOUCHERS		Contract Amount	Funds Expended	Balance of Contract	COMMENTS / NOTES	Inv #	BIAS	Amount DUE
BPA (appr'd forms)													
79538	n/a	204	2018-19 BPA	6/30/2019	2019/04	05/08/19	\$ 537,541.00	\$ 343,815.20	\$ 193,725.80		10	B	\$ 25,319.84
- NET 15													
SRSRB / SRFB (85%) - FBRB													
RCO (Recreations and Conservation Office) (PRISM WEBSITE) BILL MONTHLY ONLINE													
15-135C-IAA #18-001	11.438	514	2018-19 Lead Entity (US Dept of Comm)-(WWCC-ck)	6/30/2019	2019/01-02-03	04/08/19	\$ 5,000.00	\$ 3,282.46	\$ 1,717.54	Qtrly Billing! (Exp Incl April)	3Q	B	\$ 380.93
16-2092R	11.437	9	Asotin Crk Riparian Protection (SRFB)	5/31/2019	2019/01	02/14/19				02/26-pt pymt bal this inv 4409.29	25	B	\$ 4,409.20
16-2092R	11.437	9	Asotin Crk Riparian Protection (SRFB)	5/31/2019	2019/02	03/19/19				pending pymt (retention)	26	B	\$ 163.00
16-2092R	11.437	9	Asotin Crk Riparian Protection (SRFB)	5/31/2019	2019/03	04/09/19				pending pymt (retention)	27	B	\$ 258.07
16-2092R	11.437	9	Asotin Crk Riparian Protection (SRFB)	5/31/2019	2019/04	05/08/19	\$ 90,000.00	\$ 87,711.91	\$ 2,288.09	pending pymt (retention)	28	B	\$ 1,881.55
17-1304M	11.438 PCSRF	13	Asotin IMW Monitoring 2017 (SRFB)	12/31/2019	2019/04	05/08/19	\$ 150,110.00	\$ 86,294.66	\$ 63,815.34		11	B	\$ 47.45
17-1428 PLN	State	14	Cottonwood Cr Fish Passage Design(FBRB)	6/19/2019	2019/04	05/08/19	\$ 83,200.00	\$ 6,859.30	\$ 76,340.70		13	B	\$ 338.30
Washington Dept of Ecology													
WA DOE (appr'd forms)													
pending	66.46 ?	600	DOE - ACR	6/30/2021	2018/4Q	02/xx/19				Bal this inv 754.27 retention	2	V	\$ 754.27
pending	66.46 ?	600	DOE - ACR	6/30/2021	2019/1Q-P	02/xx/19	\$ 250,000.00	\$ 23,893.38	\$ 226,106.62	to MS 02/14/19	3	V-P	\$ 893.48
Bighorn Sheep													
OCD													
ACCD-710-760	State	710-760	Bighorn Sheep 710-760	6/30/ or 12/31	2019/04	05/09/19	\$ 90,000.00	\$ 8,697.84	\$ 81,302.15	Prepaid 778.14-bal due 3458.41	4	B	\$ 3,458.41
Okanogan CD													
ACCD-860	State	860	Post Wildlife Tech/Ed Assist. (07/01/15 adv pymt)	6/30/2017	2018/04	05/08/18 PP	\$ 10,000.00	\$ 4,262.49	\$ 5,737.51	PREPAID-DO NOT MAIL-(no time limit)	15	B	PREPAID \$76.81
VSP													
Asotin County / WSCC													
TBA	State	870	Voluntary Stewardship Program - YR 1-3 \$322,727.04	2/28/2018	2019/04	05/08/19	\$ 85,099.04	\$ 35,733.86	\$ 49,365.18		10	B	\$ 4,351.69
Palouse CD													
ACCD-880	State	880	Palouse CD - Shared Staff	on going	2017/06-last	07/07/2017-last	**\$3,019.20	**\$3,019.20	**\$3,019.20	billed to date 3010.20	4	B	pd 07/17/17
WSCC (appr'd forms)													
Washington State Conservation Commission													
18-48-IM	State	914	2018-19 Implementation 19-48-IM	6/30/2019	2019/04	05/08/19	\$ 90,500.00	\$ 82,307.74	\$ 8,192.26		10	B	\$ 4,403.33
14-48-CR	State	920	2014 CREP TA (Time Only)	Ongoing	2019/03	04/08/19 PP	\$ 162,240.00	\$ 139,454.15	\$ 22,785.85	PREPAID-(no time limit)	38	B	prepaid \$19.00
18-48-CE	State	922	**2017-18 CREP TA + C/S	6/30/2019	2019/04	05/08/19	\$ 219,190.32	\$ 178,344.25	\$ 40,846.07		21	B	\$ 9,360.81
18-48-NR	State	951	2018-19 NR Investment	6/30/2019	2019/03	04/08/19	\$ 189,855.64	\$ 22,271.61	\$ 167,584.03	pending pymt	14	B	\$ 66.85
18-48-NR	State	951	2018-19 NR Investment	6/30/2019	2019/04	05/08/19	\$ 189,855.64	\$ 22,271.61	\$ 167,584.03	-8000 TB pending Formal Amendment	15	B	\$ 193.05
State	State	930	2018 - TSP	5/31/2019			\$ 6,232.00	\$ 2,684.96	\$ 3,547.04	voucher at end / to date: \$2684.96	pending	\$	\$ 2,684.96
18-48-CR	State	960	2018-19 CR	Ongoing	2019/01	03/01/19	**\$8033.12	\$ 8,033.12			1	B	pd 03/20/19
14-48-LT	State	970	2015-17 Livestock TA	Ongoing	2018/08	09/10/18 PP	\$ 16,000.00	\$ 7,229.42	\$ 8,770.58	PREPAID-DO NOT MAIL-(no time limit)	24	B	prepaid \$59.61
18-48-LT	State	972	2018-19 Livestock TA	6/30/2019	2019/04	05/08/19	\$ 8,000.00	\$ 5,177.77	\$ 2,822.23		8	B	\$ 885.01
TBA	State	27	CREP PIP LOAN - 2016 (LO Only - No Time)	Ongoing	Ongoing	08/14/18	\$ 29,435.00	\$ 29,435.00	\$ -		2	B	pd 08/27/18
OTHER													
Vouchers - Outstanding Balance as of: 5/9/2019 ss Palouse/Palouse \$ 1,992,968.00 \$ 1,038,021.00 \$ 954,947.00 Does not incl H860 Palouse or H27 PIP Loan \$ 59,850.20													

District Budget: *Additional expenses have been incurred but are not subtracted from this budget until they have been vouchered.

		Administrative	Consultants	Specific Projects	Cost-Share	Other	Totals
BPA (204) 6/30/2019	Beginning	133,319.00	159,200.00	197,036.00	43,986.00	4,000.00	537,541.00
	Remaining	(11,433.86)	53,733.55	152,122.14	(4,526.89)	3,830.86	193,725.80
CREP 17-19 (922) 6/30/2019	Beginning	122,268.55		96,921.77			219,190.32
	Remaining	4,148.69		36,697.36			40,846.05
Implementation (914) 6/30/2019	Beginning	85,500.00	-		5,000.00		90,500.00
	Remaining	3,192.27	-		5,000.00		8,192.27
Livestock TA (972) 6/30/2019	Beginning	8,000.00					8,000.00
	Remaining	2,822.23					2,822.23
NR Investment (951) 6/30/2019	Beginning	22,946.70	-	166,908.94	-	-	189,855.64
	Remaining	17,584.03	-	150,000.00	-	-	167,584.03
Lead Entity (514) 6/30/2019	Beginning	5,000.00	-	-	-	-	5,000.00
	Remaining	1,717.54	-	-	-	-	1,717.54
DOE (600) 6/30/2021	Beginning	65,000.00		58,000.00	122,000.00	5,000.00	250,000.00
	Remaining	51,552.36		58,000.00	112,760.00	3,794.26	226,106.62
SRFB Asotin Cr Rip (009)	Beginning	15,300.00	7,500.00	67,200.00			90,000.00
	Remaining	3,039.73	750.00	(1,501.64)			2,288.09
SRFB IMW Monitor (013)	Beginning	1,110.00	149,000.00				150,110.00
	Remaining	(185.09)	64,000.43				63,815.34
FBRB Cottonwood (014)	Beginning	11,200.00	72,000.00				83,200.00
	Remaining	4,340.71	72,000.00				76,340.71
Asotin Co VSP (870) 6/30/2019	Beginning	85,099.04	-				85,099.04
	Remaining	49,365.17	-				49,365.17
Wildfire Fund (860) Advance Payment	Beginning	10,000.00					10,000.00
	Remaining	5,737.50					5,737.50
Livestock TA (970) Advance Payment	Beginning	16,000.00	-	-	-	-	16,000.00
	Remaining	8,770.58	-	-	-	-	8,770.58
CREP TA (920) Advance Payment	Beginning	159,232.50	3,007.50	-	-	-	162,240.00
	Remaining	22,785.85	-	-	-	-	22,785.85
Bighorn Sheep (700s)12/31/2019	Beginning	61,750.00			28,250.00		90,000.00
	Remaining	53,052.16			28,250.00		81,302.16
TSP (930) 5/31/2019	Beginning	6,232.00					6,232.00
	Remaining	3,547.04					3,547.04
	Beginning						
	Remaining						
Total Beginning	Beginning	807,957.79	390,707.50	586,066.71	199,236.00	9,000.00	1,992,968.00
Total Remaining	Remaining	220,036.91	190,483.98	395,317.86	141,483.11	7,625.12	954,946.98

Overhead Account	Balance	4/30/19	19665.21
Mileage Account	Balance	4/30/19	142.44

Outstanding Cost-Share Report

Landowner	Project	Date Apprvd	Project Start	Expire Date	Planned Cost-Share Budget	Project Type
Scheibe Farms	2012-29	5/10/2012		6/30/2019	\$ 797.50	Sediment Basin
Couse Creek Ranch	2012-63	10/11/2012		9/30/2019	\$ 1,628.75	Water Development
K&C Blue Mt	2013-8	2/7/2013		6/30/2019	\$ 6,712.50	Water Development
Ken Weiss	2013-32	11/14/2013		6/30/2019	\$ 2,959.00	Pasture/Hayland Planting
Kevin Botts	2015-5	3/5/2015		6/30/2019	\$ 3,681.90	Cross Fence
Scheibe Farms	2015-18	9/10/2015		6/30/2019	\$ 500.00	Sediment Basin
Nathan Scheibe	2016-14	6/9/2016		6/30/2019	\$ 150.00	Pasture/Hayland Planting
Kevin Botts	2016-37	9/8/2016		9/30/2019	\$ 1,775.00	Water Development
Hostetler JV	2016-41	11/10/2016		6/30/2019	\$ 1,335.00	Trough
Scheibe Farms	2017-2	3/9/2018		9/30/2019	\$ 8,415.75	Water Development
Thiessen Ranch	2017-24	7/6/2017		9/30/2019	\$ 50,002.21	CREP Match
Rimmelspacher Lvg Trus	2017-25	7/6/2017		9/30/2019	\$ 33,729.38	Water Development
Chad Johnson	2017-27	9/14/2017		6/30/2019	\$ 1,840.00	Pasture/Hayland Planting
Three Js Ranch	2017-28	10/5/2017		6/30/2019	\$ 5,709.53	Water Development
Couse Creek Ranch	2017-33	11/16/2017		9/30/2019	\$ 6,630.00	CREP
Hendrickson Lvg Trust	2017-34	12/7/2017		6/30/2019	\$ 320.00	Rip Planting - CCRP
Larry Matson	2017-35	12/7/2017		9/30/2019	\$ 13,314.38	CCRP Match
Hendrickson Ranch	2018-01	1/11/2018	1/12/2018	6/30/2019	\$ 492.00	CREP Match
Hostetler JV	2014-100	2/8/2018	2/9/2018	6/15/2019	\$ 50,000.00	NRI Manure Management
Sangster & Sons	2018-07	3/6/2018		6/30/2019	\$ 1,373.50	Pasture/Hayland Planting
Matthew & Deb Sabo	2018-08	3/6/2018		6/30/2019	\$ 2,901.88	Riparian Fence & Planting
Gerald & Betty Halsey JV	2018-11	4/5/2018	4/6/2018	9/30/2019	\$ 1,821.13	Riparian Fence - CCRP
Scheibe Farms	2018-12	5/10/2018	5/11/2018	6/30/2019	\$ 967.50	Water Development
J & J Therrell Family LLC	2018-14	5/10/2018	5/11/2018	9/30/2019	\$ 1,225.00	CREP Match
Terry Hendrickson	2018-15	6/7/2018	6/8/2018	9/30/2019	\$ 2,250.00	Spring
Colleen Ozard	2018-16	6/7/2018	6/8/2018	9/30/2019	\$ 62.50	Non Commercial
Flying Crow Ranch	2014-116	6/7/2018		6/15/2019	\$ 50,000.00	NRI Manure Management
Scheibe Farms	2018-17	10/11/2018		6/30/2020	\$ 7,660.00	CCRP Match
Wayne Bezona	2018-18	10/11/2018		9/30/2019	\$ 3,612.50	CREP Match
Kevin Botts	2018-19	11/8/2018		6/30/2019	\$ 1,000.00	Feed Area Rocking
Scheibe Farms	2014-114	1/10/2019		6/15/2019	\$ 50,000.00	NRI Manure Management
Luhn Cattle	2019-01	2/7/2019	2/15/2019	12/31/2019	\$ 913.20	Spring - EQIP Match
Luhn Cattle	2019-02	2/7/2019	2/15/2019	12/31/2019	\$ 686.55	Windbreak - EQIP Match
Ken Weiss	2019-03	2/7/2019	2/15/2019	6/30/2019	\$ 1,575.00	Riparian Fence - CREP
Rachel Jameton	2019-04	2/7/2019	2/15/2019	12/31/2019	\$ 300.00	Fabric - CREP Match
Scheibe Farms	2019-05	2/7/2019		TBD	\$ 2,337.50	Riparian Fence - CREP
Couse Creek Ranch	2019-06	3/7/2019	3/8/2019	6/30/2019	\$ 5,000.00	Pasture/Hayland Planting
Couse Creek Ranch	2019-07	3/7/2019	3/8/2019	6/30/2019	\$ 7,799.00	Farmland Conv
Colleen Ozard	2019-08	3/7/2019	3/8/2019	6/30/2019	\$ 1,085.50	Windbreak
Scheibe Farms	2019-09	4/11/2019	4/12/2019	6/30/2019	\$ 10,000.00	Farmland Conv
Scheibe Farms	2019-10	4/11/2019	4/12/2019	6/30/2019	\$ 300.00	Water Dev
Hostetler JV	2019-11	4/11/2019	4/12/2019	6/30/2019	\$ 4,508.00	Pasture/Hayland Planting
Total Outstanding Cost-Share Obligation					\$ 347,371.66	

May 2019

May 2019

June 2019

Su	Mo	Tu	We	Th	Fr	Sa
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

Su	Mo	Tu	We	Th	Fr	Sa
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Apr 28	29	30	May 1	2	3	4
			SW - Off at 3 pm	SW - Site Visit 9-1 BR- Drone Couise/Tenmile? Thiessen w/ECY 9:00am	CO - Off Truck Service 9:00am BR Curl SV 2:30pm BR - off 3:00pm JZ - Off	
5	6	7	8	9	10	11
	8:30am SV - DeSalme Anatone	BR/SW Luhn Field	SW - In at 9 am (dentist) MS - Off at 1:45 8:30am JZ - Couise SV 10:30am AS-Wyatt	BR- Soil Samples Cover Crop 7:30pm Board Meeting	SW - Off 10:00am BR/MS- Drone Couise/Tenmile 3:00pm BR-off	
12	13	14	15	16	17	18
	BR/AS- Riparian Training (Pullman) MS - Rattlesnake Conf Call 2-4 pm	BR/AS- Riparian Training (Pullman)	BR/AS- Riparian Training (Pullman) MS - RTT Dayton	BR/AS- Riparian Training (Pullman) MS - Commission Mtg Spokane SW or CO - Chevy	BR/AS- Riparian Training (Pullman) JZ - Off early MS - In at 10 AM	
19	20	21	22	23	24	25
	BR Drone Couise/Tenmile	8:30am AS-Dentist	JZ - Off 1:30pm CO-Off 1:30pm	BR/SW Luhn Field Heights Fish Release - Noon 9:00am PALS & BDA Tour		
26	27	28	29	30	31	Jun 1
	Memorial Day Holiday - Office Closed	BR Drone Couise/Tenmile JZ - Off 2:15	BR/SW - Lincpass Appointments (Spokane)			

Quick Notes

May, 2019

District supervisors and staff –Quick Notes is provided by the Washington State Conservation Commission to conservation district boards and their staff leaders. It contains information on issues, meetings, training opportunities, and deadlines needing your attention in upcoming months. If you have questions on any item, contact your Commission Regional Manager.

Important Dates and Reminders:

April 28 – 105th Legislative Day (End of Regular Legislative Session)

May 1 – First Day for New Commission Executive Director Dr. Carol Smith

May 14, 15, & 16 – WSCC Regular Meeting; Spokane, WA

May 16 – First Day for New WSCC Puget Sound Regional Manager, Jean Fike

May 30 – Deadline for Submitting Schedules to SAO and Annual Plans to WSCC

June 10, 11, & 12 – WADE Conference; Leavenworth, WA

Legislative Session

The Washington State Legislature has completed their work and adjourned on time. The budgets that were passed included an increase in the operating budget that included a \$1 million addition for Conservation Technical Assistance and an \$837,000 add for VSP. The capital budget included the same appropriations for Natural Resource Investments and Shellfish, but less than what is needed for RCPP and CREP. Attached are comparison tables for the Operating and Capital Budgets, located adjacent to this issue of Quick Notes in the email you received. The Commission will be sending out further analysis/implications of legislative actions soon.

Legislation: One Success...One Near Miss

[House Bill 1426](#) has been passed and Signed into Law by Governor Inslee. That bill added engineering services to the items on which districts can cooperate and also added the words "including but not limited to" to that list to open up the opportunities for district cooperation.

[House Bill 1187](#) which deleted obsolete language in the statute related to conservation district sponsorship of fish habitat projects, came excruciatingly close to passing. The legislation which was a public policy project from the Ag & Forestry Leadership Program, was on the list for final passage in the Senate as time ran out.

NRI and Shellfish Project Funds – Preparing for Next Biennium

In preparation for funding your high priority conservation projects for next biennium, it's very important that your projects information in CPDS be up to date and complete. Also, if you will not be spending all your money allocated for projects, please make sure you let us know ASAP so we can re-allocate. Our goal is to not only get conservation on-the-ground, but to show a strong, ongoing demand for capital dollars.

Conservation Accountability and Performance Program (CAPP)

Commission Regional Managers and staff are in the process of evaluating conservation district performance under Performance Standard 1 of the Conservation Accountability and Performance Program (CAPP). All district supervisors and managers are encouraged to review the [CAPP guidelines](#) approval by the Conservation Commission at their March meeting. Please note that "Performance Standard 1 – Compliance with Laws" includes 15 accountability requirements. Completing 100% of these requirements is a threshold for receiving state funding through the Conservation Commission. An annual status report will be brought to the Commission at their July meeting. Performance Standards 2-8 are "capacity building" standards and best practices to be used in improving your district operations. The purpose of performance standards 2-8 is to encourage continued capacity building for delivering conservation service, programs, and projects in each of our 45 conservation districts. [Commission Regional Managers](#) are available to assist your district with each of the Performance Standards including examples, templates, and district references for the best practices.

Conservation Districts' Audits & Annual Financial Reporting Update

Annual financial reporting is due to the State Auditor's Office no later than May 30, 2019. This is a very important task to complete on time and is part of the SCC's Conservation Accountability and Performance Program (CAPP) requirements as well. Workshops are available around the state to help you get your questions answered and even hands-on help. Check this webpage periodically for updated information: [Training & Other Resources](#). This year's Schedule 22 and its guidance document is linked next to link for this edition of Quick Notes.

WADE 2019 and VSP:

An informal discussion session on the Voluntary Stewardship Program (VSP) will be held at the 2019 WADE Conference on Monday, June 10, from 7 pm – 8 pm for all who might be interested. The location will be determined at a later date, but will be in one of

the Sleeping Lady cabins/facilities. All VSP questions welcome! For more information, contact Bill Eller at beller@scc.wa.gov.

Commission Partners on Fourth Video Promotes CD Success

Once again the Commission has partnered with NXNW Productions to produce [a short video about Spokane Conservation District's Vets on the Farm program](#) that recently aired on season six of the show Washington Grown. In the video, Washington veterans show how Vets on the Farm has helped them transition from military life to civilian life. This video reaches tens of thousands of households across Washington through social media and TV stations (and the nation, as it also airs on RFD-TV). Questions about the SCC partnership with NXNW Productions and Washington Grown? Please contact [Laura Johnson, SCC Communications Coordinator](#).

New Supervisor/Employee Orientations

By [clicking on this link](#) and then on the "Training and Development" tab, you will see three supervisor orientation modules that can be used for new employees as well. Also at the bottom of that page is the [required Open Government training for board members and public records officers](#). If you have ideas for thoughts on subjects you would like included on this page, please contact your [Commission Regional Manager](#).

Conservation District Operations Question and Answer of the Month:

Question: *Now that the Legislature has passed a budget, what can we expect to receive in allocations from the Commission?*

Answer: *The Commission will be reviewing the recommendations of Commission staff at upcoming Commission meetings. Recommendations were approved in March for Implementation grants. A recommendation on Livestock TA will be presented at the May Commission meeting. Staff is currently working on recommendations regarding Natural Resource Investment (NRI) project funding. Thank you to those of you who have already let us know what would be useful on NRI funding.*

And remember to reach-out your Commission Regional Manager if:

- ❖ A commission-funded project may not get done;
- ❖ Assistance is needed with plans of work, programs, policies & procedures, CAPP, Schedule 22, or any other district operations issue;
- ❖ Answers are needed to your questions on WSCC programs and policies;
- ❖ Orientations to new supervisors and/or staff are needed; or

- ❖ You need assistance with facilitating issues you may have with partners or others.

Important Links to Important Information:

[Commission Regional Manager Map](#)

[Supervisor Pocket Reference](#)

[District Operations Briefs and Other Resources](#)

[Commission Annual Reports and Strategic Plan](#)

[Helpful documents from the Municipal Research Services Center](#)

[Upcoming Enduris Training Opportunities](#)

[Training Opportunities from Municipal Research & Services Center \(MRSC\)](#)

[Online Trainings from the Washington State Archives](#)

[Publications & Advice Sheets for Local Governments from WA State Archives](#)

[Trainings and Information from the Center for Technical Development](#)

**To receive important information for conservation districts, sign up for
GovDelivery:**

[Click here to register!](#)



**Washington State Procedures for
Political Subdivisions to Obtain 'Absolute' Social Security Coverage
(effective date prior to date of participation in a qualifying retirement system)**

These procedures for Old Age and Survivors Insurance coverage (also known as Social Security coverage) are based on [RCW 41.48.030](#) and [Section 218 of the Social Security Act](#). The Department of Retirement Systems (DRS) is the duly designated Washington State Social Security Administrator.

1. Employer decides to obtain absolute coverage

- a. Employer decides to follow this plan of action to ensure continuing Social Security coverage for future retirement system members--without having to hold a majority vote referendum.
- b. DRS sends procedures, *Section 218 Coverage Questionnaire*, and sample *Resolution* to the employer

2. Complete questionnaire and submit to DRS

- a. The political subdivision completes the *Section 218 Coverage Questionnaire* and submits to DRS.

3. Adopt resolution - the governing body of the political subdivision adopts a resolution to:

- a. Authorize the appropriate individual to execute an agreement pursuant to the coverage;
- b. Establish the desired effective date of Social Security coverage (must be prior to participating in a qualifying retirement system) and
- c. Acknowledge the applicable state and federal laws and regulations regarding employee withholdings, employer contributions and record keeping.

4. Submit resolution to DRS

- a. The political subdivision will submit copy of *Resolution* via email to oasi@drs.wa.gov or mail to:

*OASI Program
Department of Retirement Systems
P.O. Box 48380
Olympia, WA 98504-8380*

5. Agreement between State and political subdivision

- a. DRS will prepare and send the *Agreement for Social Security Coverage* to the political subdivision for authorized signature.
- b. The appropriate authorized individual shall complete and sign the *Agreement* with the State. The executed document will be submitted to DRS.

6. Modification executed by Social Security Administration (SSA)

- a. Upon receipt of the *Agreement* from the political subdivision, DRS shall execute a *Modification* to the Master Social Security Agreement between the State of Washington and the SSA.
- b. Upon receipt of the fully executed *Modification* from the SSA, DRS shall notify the political subdivision of the date that coverage has been accepted by the SSA.
- c. A fully executed copy of the *Agreement* and *Modification* will be mailed to the political subdivision.

The *Modification* is the binding agreement and grants the entity the ability to participate in the Social Security Program.

7. Payment of applicable taxes

- a. The political subdivision will continue payment and reporting of applicable taxes to the IRS during this process.

The *Section 218 Coverage Questionnaire* and a *Resolution* template are attached in the same email these procedures arrived in. Below is a *Glossary of Section 218 Terms*. Other forms and documents needed to complete this process will be provided after DRS has received and reviewed the completed *Questionnaire* and *Resolution*.

GLOSSARY OF SECTION 218 TERMS

Social Security and Medicare Coverage for Public Employees

Absolute Coverage Group/Non Retirement System Coverage Group – A permanent grouping of employees. For example, all the employees of a city or town. It is a coverage group for coverage purposes; the term also refers to groups of employees whose positions are not under a retirement system. Such groups are also referred to as Section 218(b)(5) coverage groups. *If positions in this coverage group are covered by a qualifying retirement system in the future; Social Security coverage continues.*

Application/Agreement – The contract between the State of Washington and the political subdivision to provide Social Security coverage for state and political subdivision employees under Section 218 of the Social Security Act.

Coverage Groups – Groupings by which employees must be covered under an agreement (absolute coverage group or retirement system coverage group).

Divided-vote Referendum for Medicare-only – Employees hired before 4/1/1986 and continuously employed by the same employer may vote to participate in Medicare. The employees who vote in favor will be covered. The employees who vote against will not be covered.

Employee – For purposes of a federal-state agreement, “employee” is defined in Sections 210(j) and 218(b)(3) of the Social Security Act. It includes elected officials of a state or political subdivision and volunteer fire fighters.

Form 1945 – A statement concerning jobs covered by a retirement system, but not covered by Social Security. State and local government employers are required to provide this form to employees hired on or after January 1, 2005 to advise that the position the employee works in is not covered by Social Security.

Majority-vote Referendum – An election process in which members of a retirement system group vote for or against participating in Social Security. If a majority of the eligible members of the retirement system vote in favor of coverage, the state may then submit a modification to its agreement under Section 218 to extend coverage to that group.

Modification – An amendment to the written agreement between the state and the Social Security Administration to make the original agreement applicable to the services of employees not previously covered by Social Security, or to modify the original agreement in some other respect.

Optional Exclusion – Those services that the federal law gives the state the option to include or exclude from coverage under the agreement. The political subdivision may request exclusion of the following services:

- a. All classes of elective positions
- b. All classes of part-time positions
- c. Positions compensated solely by fees received directly from the public
- d. Agricultural labor, to the extent permitted by federal law
- e. By a student as permitted by federal law

Qualifying Public Retirement System – A pension annuity, retirement or similar fund or system established by a state or political subdivision that can be considered a replacement for Social Security. Section 31.3121(b)(7)-2 of the Employment Tax Regulations and IRS Revenue Procedure 91-40 explain the requirements for a public retirement system to qualify as a social security replacement.

Retirement System – A pension annuity, retirement or similar fund or system established by a state or political subdivision.

Retirement System Coverage Group – A grouping of employees in positions under a retirement system for Section 218 coverage purposes.

Section 218 Agreement – The written agreement between the state and the Social Security Administration to provide Social Security coverage for state and political subdivision employees under Section 218 of the Social Security Act.

For more information about Social Security and Medicare coverage for public employees, contact the State Social Security Administrator at DRS:

Email: OASI@drs.wa.gov

Phone: DRS OASI Program line at (360) 664-7165

2019-
2
RESOLUTION NO.

WHEREAS, Asotin County Conservation District desires to offer Social Security coverage to its employees,

NOW THEREFORE, be it resolved that the Asotin County Conservation District Board of Supervisors does hereby adopt the following resolution:

SECTION 1. It is hereby declared to be the policy and purpose of Asotin County Conservation District to extend the provisions of RCW 41.48.030, providing Social Security coverage to eligible employees of Asotin County Conservation District.

SECTION 2. The Asotin County Conservation District Board of Supervisors Chariman is authorized and directed to execute an agreement with the State of Washington to secure Social Security coverage of eligible employees as provided in Section 1.

SECTION 3. The coverage of eligible employees shall be effective as of August 31, 1998.

SECTION 4. Withholdings from salaries or wages of employees for the purposes provided in Section 1 of this Resolution are hereby authorized to be made in the amounts and at such times as may be required by applicable State and Federal laws and regulations, and shall be paid to the Internal Revenue Service, in such amounts and at such times as are designated in IRS Code 3121(b)(7)(E) and 3126.

SECTION 5. Employer contributions shall be paid from amounts appropriated for such purposes to the Internal Revenue Service in accordance with applicable Federal laws.

SECTION 6. Asotin County Conservation District shall maintain such records and submit such reports as may be required by applicable State and Federal laws or regulations.

SECTION 7. This resolution shall take effect and be in full force from and after its passage.

Passed this 9th day of May, 2019. Authorizing Signatures:

<u>Keith Ausman</u>	Title: <u>Chairman Keith Ausman</u>
<u>not present</u>	Title: <u>Vice Chairman Keith Luhn</u>
<u>Jerry Hendrickson</u>	Title: <u>Auditor Jerry Hendrickson</u>
<u>Bob Hostetter</u>	Title: <u>Member Bob Hostetter</u>
<u>Jason Schlee</u>	Title: <u>member Jason Schlee</u>

CERTIFICATION:

I, Keith Ausman, Chairman, do hereby certify that the foregoing is a true and correct copy of Resolution passed by the Asotin County Conservation District on the 9th day of May, 2019

Keith Ausman

5-9-2019

To the A.C.C.D board,

I am submitting my letter of resignation from the A.C.C.D board at this time.

In my time on the board I have had the pleasure of serving with many fine supervisors & staff.

I have seen the District grow over the years due to the hard work of those supervisors & staff.

I am confident that the A.C.C.D. will continue to do so.

It is with mixed feelings that I request you approve my resignation.

Sincerely,
Keith Autman