

Asotin County Conservation District
Thursday –December 06, 2018
Board Meeting
Taken by: Jennifer Zipse/Colleen Ozard
Prepared by: Colleen Ozard

Chairman Keith Ausman called the Board Meeting, held at the District Office, to order at 12:25 p.m.
Supervisors present: Levi Luhn, Jason Schlee, Rod Hostetler, Jerry Hendrickson

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

Minutes:

Review and approve minutes of November 08, 2018 Board Meeting ~ *Levi Luhn moved and Jason Schlee seconded a motion to approve minutes from November 08, 2018 Board Meeting. **Motion Carried. 1***

Financial Reports:

Board reviewed and approved check register ~ *Jerry Hendrickson moved and Jason Schlee seconded a motion to approve November 2018 ~ checks #14393 to #14437 and #1878 to #1881 and 3 EFT payments (2018/3Q – October – 941 and 2 DCP Contributions) Totaling \$68,657.14. **Motion Carried. 2***

Board reviewed Accounts Payable, Treasurers Report, Transaction Journal, Compensated Absences, and Grant Voucher Status. Megan reviewed budget and DOE contract was signed.

Letter to Governor Inslee received good praise from WACD. Mary Dye's aid and OFM replied back

Calendars and Events:

Employee schedules/calendar discussed.

Upcoming Events:

- ✓ Christmas Day: Office Closed ~ December 25, 2018
- ✓ New Year's Day: Office Closed ~ January 1, 2019
- ✓ 15th Annual Grazing Conference: January 8, 2019 ~ 8:00am

Correspondence:

- ✓ Review of: WSCC Quick Notes

Old Business:

- **Annual Meeting:** format change discussed, evening meeting with USDA updates
- **Election Resolution:** Moved to the end of meeting
- **WA Paid Family/Medical Leave:** Moved to the end of meeting
- **WACD Annual Meeting Review:** Megan, Steve and Jerry attended. Megan went to a manager's session on Monday. Jerry, Steve and Megan attended the committee meeting for the resolutions; ACCD's was reviewed and had good support. It was approved and will be presented at the NACD Annual Meeting in February.

New Business:

- Blue Mountain RC&D Council services Invoice: *Jerry Hendrickson moved and Jason Schlee seconded a motion to pay \$100.00 annual Invoice to Blue Mountain RC&D to continue council services. **Motion Carried. 3***
- CREP Fall 2018 Inspections Reports & Maintenance Plans: Amanda reviewed completed Inspection Reports & Maintenance Plans to the Board.
 - *Rod Hostetler moved and Levi Luhn seconded a motion to approve Kevin Botts' – Grande Ronde (CN 11004, 279 & 293) CREP Maintenance Plans as presented. **Motion Carried. 4***
 - *Rod Hostetler moved and Jason Schlee seconded a motion to approve Jerry Hendrickson's – Snake River (CN 11035) CREP Maintenance Plan as presented. **Motion Carried. 5** Jerry Hendrickson abstained.*
 - *Jerry Hendrickson moved and Jason Schlee seconded a motion to approve Scheibe Farms' – Couse Creek (CN 11017 & 11018) CREP Maintenance Plans as presented. **Motion Carried. 6***
 - *Rod Hostetler moved and Jerry Hendrickson seconded a motion to approve Luhn Cattle's – Mid Tenmile Creek (CN 11031) CREP Maintenance Plan as presented. **Motion Carried. 7** Levi Luhn abstained.*

- *Levi Luhn moved and Rod Hostettler seconded a motion to approve Hendrickson Ranch's – Asotin Creek (CN 11023 & 11032) CREP Maintenance Plans as presented. **Motion Carried. 8***
- *Thiessen Ranch's – Asotin Creek (CN 11033) CREP Maintenance Plan was postponed until the January meeting since it was not ready to present.*

➤ **Cost-Share Applications:**

- Commercial: n/a
- Revisions: n/a
- Non-Commercial: n/a

➤ **Conservation Plans:** n/a

➤ **SRFB Grant Applications:**

Projects were identified in the Geomorphic Assessment

- Cottonwood barrier construction (for ~\$80,000). Project is #6 on the Barrier Board list and the SRFB grant would provide matching funds
- P.A. (Project Area) #6 Asotin Creek: Tom Hendrickson: design only to develop engineered plans and complete environmental compliance for instream habitat projects. Application would be submitted for construction in a future grant round.
- P.A. #65 & #66 Tenmile Creek: above Luhn Cattle's bridge: Design and construction of PALS and BDAs
- P.A. #79 Couse Creek: Scheibe & K&C Blue Mt section of the stream: Design and construction of PALS and BDAs

➤ **Coordinator's Reports:**

Megan reported:

LiDAR for Grande Ronde was collected at the end of November, it will take 90 days to be processed. Assessment will kick off with the RFP going out Feb. 11, 2019 and will close March 29, 2019 – a firm will be chosen beginning of April.

Brad reported:

He is working on getting permits for projects, reviewing CREP maintenance plans, and finishing up Colleen's ag stewardship plan. Attended drone training in October: passing a certification test is required to fly a drone for non-recreational use. A drone would be beneficial for project photos, site visits (pending landowner approval and have a policy in place) and use for promotional items for the District. Jerry Hendrickson moved and Jason Schlee seconded a motion for the District to purchase a drone and Brad complete the drone test to become licensed to fly it. **Motion Carried. 9**

Steven reported:

His attendance to WACD was good. The first ag. stewardship plan is nearly complete. Horses for Clean Water workshop had good attendance and site visits have been planned.

Technician's Reports:

Jennifer reported:

Went up river with IDFG to help survey Bighorn Sheep and learn more about their interaction with domestic sheep. Next two days is doing implementation monitoring with Larry Brewer from the Commission.

Amanda reported:

Doing site visits for fall CREP inspections and completing Inspection Reports & Maintenance Plans.

NRCS Report:

Jim reported:

CSP deadline is December 7th to get paid, Farm Bill still has not been signed but hopefully will be soon. Contract work load has become a challenge to keep up with. Will be taking vacation end of December.

Tabled Old Business:

- Election Resolution:

2019 ACCD election: Levi Luhn's term is up. Set the election date for February 27, 2019 at the District Office from 10a.m.-2p.m. Jason Schlee moved and Jerry Hendrickson seconded a motion to have the election on Feb. 27, 2019 at the District Office from 10a.m.- 2p.m. **Motion Carried. 10**

➤ WA Paid Family/Medical Leave:

Total PFMLA Tax of .04% (of gross wages, beginning 1/1/19), is split between Employee (approx. 2/3 and Employer 1/3). ALL employees are required to participate while employers have the option to opt out - if an employer opts out they will lose the option for funding aid. The employer has the option to pay all or part of the employee's portion of the taxes.

PUBLIC COMMENT: n/a

Executive Session: 2:50p.m. for approximately 15 minutes

RCW 42.30.110 (1)(g) – To review the performance of a public employee.

Board reconvened to open session at 3:05p.m.

Levi Luhn moved and Jerry Hendrickson seconded a motion for ACCD to "Opt out" of paying the employers portion and for ACCD to pay 100% of the employee's portion of the WA Paid Family Medical Leave. **Motion Carried. 11**

There being no further business, the meeting was adjourned at 3:07p.m. by Chairman Keith Ausman

Review of Motions:

1. *Levi Luhn moved and Jason Schlee seconded a motion to approve minutes from November 08, 2018 Board Meeting.*
Motion Carried. 1
2. *Jerry Hendrickson moved and Jason Schlee seconded a motion to approve November 2018 checks #14393 to #14437 and #1878 to #1881 and 3 EFT pymts (2018/3Q – October – 941 and 2 DCP Contributions) Totaling \$68,657.14.*
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9. *Jerry Hendrickson moved and Jason Schlee seconded a motion for the District to purchase a drone and Brad complete the drone test to become licensed to fly it.* **Motion Carried. 9**
10. *Jason Schlee moved and Jerry Hendrickson seconded a motion to have the election on Feb. 27, 2019 at the District Office from 10a.m.- 2p.m.* **Motion Carried. 10**
11. *Levi Luhn moved and Jerry Hendrickson seconded a motion for ACCD to "opt out" of paying the employers portion and for ACCD to pay 100% of the employee's portion of the WA Paid Family Medical Leave.* **Motion Carried. 11**

NEXT BOARD MEETING

Thursday – January 10, 2019

12:00 noon

Keith Ausman
CHAIRMAN SIGN

1-10-19
DATE

Jerry Henderson
SUPERVISOR SIGN

DATE