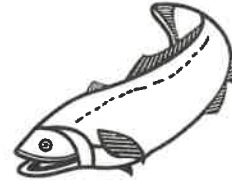




# ASOTIN COUNTY CONSERVATION DISTRICT



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**Assisting, protecting, and restoring Asotin County's natural resources.**

Asotin County Conservation District  
Thursday – June 10, 2021  
Board Meeting  
Minutes taken and prepared by: Jennifer Zipse

**7:00 PM:** Chairman Levi Luhn called the Board meeting to order.

Supervisors present: **Levi Luhn, Jerry Hendrickson, Rod Hostetler, Jason Schlee, Kelsey Crawford**  
ACCD Staff present: **Megan Stewart, Amanda Schmidt, Brad Riehle, Jennifer Zipse, Kodie Wight, and Lacy Ausman-Ditto.**  
Public Present: **Shana Joy (WSCC)**

## **MINUTES**

Review and Approve Minutes from May 6, 2021, board meeting and May 21, 2021, special meeting. Rod Hostetler moved and Kelsey Crawford seconded a motion to approve minutes from May 6, 2021, board meeting and May 21, 2021, special meeting. **Motion Carried 1.**

## **FINANCIAL REPORTS**

May #16139 to #16207 and #2040 to #2044 and 5 EFT payments. Totaling \$127,759.24  
Jerry Hendrickson moved and Jason Schlee seconded the motion to approve checks: May #16139 to #16207 and #2040 to #2044 and 5 EFT payments. Totaling \$127,759.24. **Motion Carried 2.**

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

Asotin County has additional funds available for VSP that they will not need for administration for the current biennium. Funds will be added to the ACCD VSP budget and utilized for additional project work.

## **CORRESPONDENCE**

Employee update reports were reviewed by the Board of Supervisors.

Employee schedule was reviewed by the Board of Supervisors.

WSCC – District Digest was reviewed by the Board of Supervisors. Shana Joy gave a brief overview – the new biennium budget was approved.

## **OLD BUSINESS**

Office Lease – Follow Up: Megan presented details of the search for new office spaces, and four potential locations. All lease options were reviewed and compared. Kelsey Crawford moved and Rod Hostetler seconded a motion to enter formal negotiations with Specialty Environmental for the Port Drive property. **Motion Carried 3.**

COVID Office Protocol – Megan proposed to open the office by appointment only on June 14<sup>th</sup> and then to open to the public on July 1<sup>st</sup> following state guidelines. Kelsey Crawford moved and Jason Schlee seconded a motion to authorize Megan to update COVID Office Protocol as guidelines from the State of Washington and CDC change. **Motion Carried 4.**

Jerry Hendrickson moved and Kelsey Crawford seconded a motion to authorize the ACCD office to follow Washington State and CDC guidance regarding wearing masks. **Motion Carried 5.**

#### **NEW BUSINESS**

Jason Schlee moved and Rod Hostetler seconded a motion to approve the WSCC Master Contract. **Motion Carried 6.**

Jerry Hendrickson moved and Jason Schlee seconded a motion to approve the WA SAO Interagency Data Sharing Agreement. **Motion Carried 7.**

ELR – IMW Restoration Agreement Amendment – The IMW budget would increase to \$56,063.60 for low-tech instream structures. Kelsey Crawford moved and Jerry Hendrickson seconded a motion to approve the ELR – IMW Restoration Agreement Amendment. **Motion Carried 8.**

Board Works by Ledgerwood – CRM Meeting Facilitator Agreement – Ray Ledgerwood to facilitate meetings for the George Creek Coordinated Resource Management process. Jerry Hendrickson moved and Jason Schlee seconded a motion to authorize entering into an agreement with Board Works by Ledgerwood. **Motion Carried 9.**

#### Floch Family Trust

- Cost Share Application 2021-25. Jerry Hendrickson moved and Kelsey Crawford seconded a motion to approve cost share application 2021-25. **Motion Carried 10.**
- CREP 11021 Inspection Report and Maintenance Plan
- CREP 11021 Conservation Plan Revision – Kelsey Crawford moved and Rod Hostetler seconded a motion to approve the CREP 11021 inspection report and maintenance plan and conservation plan revision. **Motion Carried 11.**

#### Appleford Farm

- CREP 11029 Conservation Plan Revision
- Cost Share Application 2021-26. Kelsey Crawford moved and Jason Schlee seconded a motion to approve the CREP 11029 conservation plan revision and cost share application 2021-26. **Motion Carried 12.**

#### Scheibe Farms

- Cost Share Application 2021-27. Rod Hostetler moved and Kelsey Crawford seconded the motion to approve cost share application 2021-27. **Motion Carried 13.**
- Cost Share Application Revision 2021-02 Rev. 1. Jerry Hendrickson moved and Jason Schlee seconded a motion to approve cost share application revision 2021-02 Rev. 1. **Motion Carried 14.**

#### Ken & Janine Weiss

- CREP 11011 Inspection Report and Maintenance Plan. Rod Hostetler moved and Kelsey Crawford seconded the motion to approve the CREP 11011 inspection report and maintenance plan. **Motion Carried 15.**

Gerald and Betty Halsey

- CREP 11019 Inspection Report and Maintenance Plan. Kelsey Crawford moved and Jerry Hendrickson seconded the motion to approve the CREP 11019 inspection report and maintenance plan. **Motion Carried 16.**
- CREP 11020 Inspection Report and Maintenance Plan. Jerry Hendrickson moved and Jason Schlee seconded a motion to approve the CREP 11020 inspection report and maintenance plan. **Motion Carried 17.**

Wayne Bezona

- CREP 11038 and 11039 Inspection Report and Maintenance Plan. Kelsey Crawford moved and Jason Schlee seconded the motion to approve the CREP 11038 and 110398 inspection report and maintenance plan. **Motion Carried 18.**

Hendrickson Ranch

- CREP 11043 Inspection Report and Maintenance Plan. Kelsey Crawford moved, and Rod Hostetler seconded the motion to approve the CREP 11043 inspection report and maintenance plan. Jerry Hendrickson abstained. **Motion Carried 19.**

Luhn Cattle

- CREP 11031 Inspection Report and Maintenance Plan, Conservation Plan Revision and Cost Share application 2021-28 were tabled.

Tiffany Mbodji

- Cost Share 2020-26 – Extension Request. Jerry Hendrickson moved and Kelsey Crawford seconded the motion to approve the extension request for cost share 2020-26 until December 1, 2021. **Motion Carried 20.**

Hostetler JV

- Cost Share Application 2021-29. Kelsey Crawford moved and Jerry Hendrickson seconded a motion to approve cost share application 2021-29. **Motion Carried 21.**

#### **PUBLIC COMMENT**

No public comment was submitted.

#### **ADJOURN**

There being no further business, the meeting was adjourned at 9:31 PM.

Review of Motions:

1. **Motion 1:** Rod Hostetler moved and Kelsey Crawford seconded a motion to approve minutes from May 6, 2021, board meeting and May 21, 2021, special meeting special meeting. Motion Carried 1.
2. **Motion 2:** Jerry Hendrickson moved and Jason Schlee seconded the motion to approve checks: May #16139 to #16207 and #2040 to #2044 and 5 EFT payments. Totaling \$127,759.24. Motion Carried 2.
3. **Motion 3:** Kelsey Crawford moved and Rod Hostetler seconded a motion to enter formal negotiations with Specialty Environmental for the Port Drive property. Motion Carried 3.
4. **Motion 4:** Kelsey Crawford moved and Jason Schlee seconded a motion to authorize Megan to update COVID Office Protocol as guidelines from the State of Washington and CDC change. Motion Carried 4.

5. **Motion 5:** Jerry Hendrickson moved and Kelsey Crawford seconded a motion to authorize the ACCD office to follow Washington State and CDC guidance regarding wearing masks. Motion Carried 5.
6. **Motion 6:** Jason Schlee moved and Rod Hostetler seconded a motion to approve the WSCC Master Contract. Motion Carried 6.
7. **Motion 7:** Jerry Hendrickson moved and Jason Schlee seconded a motion to approve the WA SAO Interagency Data Sharing Agreement. Motion Carried 7.
8. **Motion 8:** Kelsey Crawford moved and Jerry Hendrickson seconded a motion to approve the ELR – IMW Restoration Agreement Amendment. Motion Carried 8.
9. **Motion 9:** Jerry Hendrickson moved and Jason Schlee seconded a motion to authorize entering into an agreement with Board Works by Ledgerwood. Motion Carried 9.
10. **Motion 10:** Cost Share Application 2021-25. Jerry Hendrickson moved and Kelsey Crawford seconded a motion to approve cost share application 2021-25. Motion Carried 10.
11. **Motion 11:** Kelsey Crawford moved and Rod Hostetler seconded a motion to approve the CREP 11021 inspection report and maintenance plan and conservation plan revision. Motion Carried 11.
12. **Motion 12:** Kelsey Crawford moved and Jason Schlee seconded a motion to approve the CREP 11029 conservation plan revision and cost share application 2021-26. Motion Carried 12.
13. **Motion 13:** Cost Share Application 2021-27. Rod Hostetler moved and Kelsey Crawford seconded the motion to approve cost share application 2021-27. Motion Carried 13.
14. **Motion 14:** Cost Share Application Revision 2021-02 Rev. 1. Jerry Hendrickson moved and Jason Schlee seconded a motion to approve cost share application revision 2021-02 Rev. 1. Motion Carried 14.
15. **Motion 15:** CREP 11011 Inspection Report and Maintenance Plan. Rod Hostetler moved and Kelsey Crawford seconded the motion to approve the CREP 11011 inspection report and maintenance plan. Motion Carried 15.
16. **Motion 16:** Kelsey Crawford moved and Jerry Hendrickson seconded the motion to approve the CREP 11019 inspection report and maintenance plan. Motion Carried 16.
17. **Motion 17:** CREP 11020 Inspection Report and Maintenance Plan. Jerry Hendrickson moved and Jason Schlee seconded a motion to approve the CREP 11020 inspection report and maintenance plan. Motion Carried 17.
18. **Motion 18:** Kelsey Crawford moved and Jason Schlee seconded the motion to approve the CREP 11038 and 110398 inspection report and maintenance plan. Motion Carried 18.
19. **Motion 19:** Kelsey Crawford moved, and Rod Hostetler seconded the motion to approve the CREP 11043 inspection report and maintenance plan. Jerry Hendrickson abstained. Motion Carried 19.
20. **Motion 20:** Jerry Hendrickson moved and Kelsey Crawford seconded the motion to approve the extension request for cost share 2020-26 until December 1, 2021. Motion Carried 20.
21. **Motion 21:** Kelsey Crawford moved and Jerry Hendrickson seconded a motion to approve cost share application 2021-29. Motion Carried 21.

NEXT REGULAR BOARD MEETING

Thursday – July 8, 2021

7:00 p.m.

  
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CHAIRMAN SIGN

07/15/21  
DATE

  
\_\_\_\_\_  
SUPERVISOR SIGN

7/15-21  
DATE