

**Asotin County Conservation District**  
**Thursday – October 11, 2018**  
**Board Meeting**  
**Taken by: Colleen Ozard**  
**Prepared by: Colleen Ozard**

Vice-Chairman Levi Luhn called the Board Meeting, held at the District Office, to order at 7:31 p.m.  
Supervisors present: Jerry Hendrickson, Jason Schlee, Rod Hostetler

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

**Minutes:**

Review and approve minutes of September 9, 2018 Board Meeting ~ *Jerry Hendrickson moved and Jason Schlee seconded a motion to approve minutes from September 9, 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 2018/September checks #14303 to #14343, 14351 and #1867 to #1872 and 3 EFT pymts (941/3Q - 2018/Aug & DCP Contributions- 2018/08&09) Totaling \$56,531.56. **Motion Carried. 2***

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

Megan gave an update on Budget – DOE funding is still pending.

**Calendars and Events:**

Employee schedules/calendar reviewed.

Upcoming Events:

WACD SE Area Meeting, St John ~ October 23, 2018

WACD Annual Meeting, Kennewick ~ November 26-29, 2018

**Correspondence:**

Review of:

WSCC Quick Notes

Jerry Hendrickson – WACD SE Director Resignation Letter

**Old Business:**

Board Meeting Policy proposal: Change November thru February meetings from evening to daytime meetings 12 (noon) – 2:30pm. *Jason Schlee moved and Rod Hostetler seconded a motion to approve changes to Board Meeting Policy, changing November thru February meetings from evening to daytime meetings 12 (noon) – 2:30pm. **Motion Carried. 3***  
Board Meeting Policy proposal: Phone-in participation availability for the public to be available with 24 hour notice. *Rod Hostetler moved and Jason Schlee seconded a motion to approve changes to Board Meeting Policy, offering phone-in participation availability with 24 hour notice. **Motion Carried. 4***

WACD Resolution:

*Jerry Hendrickson moved and Jason Schlee seconded a motion to approve the WACD Resolution "CRP Soil Rental Rates and Soil Productivity Factors" to be presented at the WACD SE Area Meeting as presented. **Motion Carried. 5***

**New Business:**

WSCC Biennium Budget request: Discussion on the budget and sending letter to Governor Inslee supporting the proposed budget. *Jerry Hendrickson moved and Rod Hostetler seconded a motion to draft and send letter of support to Governor Inslee. **Motion Carried. 6** Jerry suggested sending letter to **Joe Schmick and Mary Dye also.***

Annual Meeting and Election planning: Proposing to "try something different" – offering an evening meal at local establishment, with short updates from USDA – ACCD, NRCS, FSA. With other events thru out the year targeting specific interest groups.

- Election this year (2019) is for Levi Luhn's position – will probably have elections "in the office" during the work day with our normal hours of 10-4.

ACCD Board Meeting Minutes  
October 11, 2018

- BIAS Support Agreement for 2019: *Rod Hostetler moved and Jason Schlee seconded a motion to approve BIAS Support Agreement for 2019. **Motion Carried 7***
- NACD Annual Dues: *Jerry Hendrickson moved and Jason Schlee seconded a motion to approve Annual Dues to NACD at the Gold Level (\$775.00). **Motion Carried 8***
- Agricultural Spot Burning Delegation Order Request: *Rod Hostetler moved and Jason Schlee seconded a motion to approve Agricultural Spot Burning Delegation Order as presented with Vice-Chairman Levi Luhn signing the Delegation Order Request. **Motion Carried 9***
- Computer Equipment Purchase Request: *Jerry Hendrickson moved and Jason Schlee seconded a motion to approve computer equipment purchase NTE \$1000.00. **Motion Carried 10***
- Cost-Share Rate – CCRP Match: *Due to FSA decrease in funding ACCD would like to increase Cost-Share Rate from 10% to approx. 50% for riparian fencing and riparian planting components. Jason Schlee moved and Rod Hostetler seconded a motion to approve increase in CCRP Matching the CCRP Rates as presented. **Motion Carried 11***
- **Cost-Share Applications:**
- **Commercial:**
  - Scheibe Farms – CCRP Match *Jerry Hendrickson moved and Jason Schlee seconded a motion to approve Scheibe Farms CCRP as presented. **Motion Carried 12***
  - Wayne Bezona – CREP Match *Jason Schlee moved and Jerry Hendrickson seconded a motion to approve Wayne Bezona CREP as presented. **Motion Carried 13***
- **Revisions:** n/a
- **Non-Commercial:** n/a
- **County Road Work Requests:** n/a
- **Conservation Plans:** n/a
- **Cottonwood Fish Barrier Design Proposals:**
  - **Ranking of proposals was completed by panel.** *Jason Schlee moved and Rod Hostetler seconded a motion for Megan to enter into negotiations with the highest ranking proposal.. **Motion Carried 14***
- **LiDAR Acquisition Proposals:**
  - **Both proposals were “over budget”.** *Jerry Hendrickson moved and Jason Schlee seconded a motion for Megan to follow-up on concerns of proposals and finalize contract (with Keith). **Motion Carried 15***
- **Natural Resource Investments – Project Ranking:**
  - Updates to Project ranking form: *Rod Hostetler moved and Jason Schlee seconded a motion to approve updates to Natural Resource Investments – Project Ranking Form. **Motion Carried 16***
- **Hells Canyon Big Horn/Domestic Sheep Outreach:**
  - Discussion on expressing interest in working on this outreach program. *Jerry Hendrickson moved and Jason Schlee seconded a motion for Megan to follow-up on gather more information on entering into agreement on the Hells Canyon Big Horn/Domestic Sheep Outreach program. **Motion Carried 17***
- **Coordinators Reports:**
- **Megan reported:**
  - Rod Hostetler has expressed desire to leave the Lead Entity ranking committee and Megan is looking for replacement representative, which is approximate 6 day/year commitment – she suggested for the Board to reach out to Steve Purcell. Megan will contact Steve and see if there is interest. Megan gave overview of Government developed Task Force for Orca Southern Killer Whales with focus on Snake River Dams.
- **Steven reported:**
  - Working on Ag Stewardship Plans and coordinating the Horses for Clean Water workshop coming up in November with Alayne Bickle.



- Brad reported:
  - CREP Plans, reviewing Weiss Contract, attended Rattlesnake meeting and Tour with Agency Personnel. Review of LIDAR RFP

➤ **Technicians Report:**

Amanda reported: Finishing CREP reenrollments, Land Owner packets are going out, CREP maintenance needs for fall funding requests for spraying, Spot Burn delegation preparation, site inspections are coming up this fall with reports to Land Owners.

Jennifer reported:

Scanning old grant files and old board meeting packets, keeping on track with Cultural Resource

**NRCS Report:**

Jim reported: Doing field work, work load has increased and a little behind

**PUBLIC COMMENT:** n/a

There being no further business, the meeting was adjourned at 10:01p.m. by Vice Chairman Levi Luhn.

**Review of Motions:**

1. Jerry Hendrickson moved and Jason Schlee seconded a motion to approve minutes from September 9, 2018 Board Meeting. **Motion Carried.**
2. Jerry Hendrickson moved and Jason Schlee seconded a motion to approve 2018/September checks #14303 to #14343, 14351 and #1867 to #1872 and 3 EFT pymts (941/3Q - 2018/Aug & DCP Contributions- 2018/08&09) Totaling \$56,531.56. **Motion Carried. 2**
3. Jason Schlee moved and Rod Hostetler seconded a motion to approve changes to Board Meeting Policy, changing November thru February meetings from evening to daytime meetings 12 (noon) – 2:30pm. **Motion Carried. 3**
4. Rod Hostetler moved and Jason Schlee seconded a motion to approve changes to Board Meeting Policy, offering phone-in participation availability with 24 hour notice. **Motion Carried. 4**
5. Jerry Hendrickson moved and Jason Schlee seconded a motion to approve the WACD Resolution “CRP Soil Rental Rates and Soil Productivity Factors” to be presented at the WACD SE Area Meeting as presented. **Motion Carried. 5**
6. Jerry Hendrickson moved and Rod Hostetler seconded a motion to draft and send letter of support to Governor Inslee. **Motion Carried. 6** Jerry suggested sending letter to [Joe Schmick](#) and [Mary Dye](#) also.
7. Rod Hostetler moved and Jason Schlee seconded a motion to approve BIAS Support Agreement for 2019. **Motion Carried 7**
8. Jerry Hendrickson moved and Jason Schlee seconded a motion to approve Annual Dues to NACD at the Gold Level (\$775.00). **Motion Carried 8**
9. Rod Hostetler moved and Jason Schlee seconded a motion to approve Agricultural Spot Burning Delegation Order as presented with Vice-Chairman Levi Luhn signing the Delegation Order Request. **Motion Carried 9**
10. Jerry Hendrickson moved and Jason Schlee seconded a motion to approve computer equipment purchase NTE \$1000.00. **Motion Carried 10**
11. Jason Schlee moved and Rod Hostetler seconded a motion to approve increase in CCRP Matching the CCRP Rates as presented. **Motion Carried 11**
12. Jerry Hendrickson moved and Jason Schlee seconded a motion to approve Scheibe Farms CCRP as presented. **Motion Carried 12**
13. Jason Schlee moved and Jerry Hendrickson seconded a motion to approve Wayne Bezona CREP as presented. **Motion Carried 13**
14. Jason Schlee moved and Rod Hostetler seconded a motion for Megan to enter into negotiations with the highest ranking proposal.. **Motion Carried 14**
15. Jerry Hendrickson moved and Jason Schlee seconded a motion for Megan to follow-up on concerns of proposals and finalize contract (with Keith). **Motion Carried 15**
16. Rod Hostetler moved and Jason Schlee seconded a motion to approve updates to Natural Resource Investments – Project Ranking Form. **Motion Carried 16**

ACCD Board Meeting Minutes

October 11, 2018

17. Jerry Hendrickson moved and Jason Schlee seconded a motion for Megan to follow-up on gather more information on entering into agreement on the Hells Canyon Big Horn/Domestic Sheep Outreach program. **Motion Carried 17**

**NEXT BOARD MEETING**

**Thursday – November 8, 2018**

**12:00 noon**

Keith Ausman  
CHAIRMAN SIGN

11/08/2018  
DATE

[Signature]  
SUPERVISOR SIGN

11/08/2018  
DATE