

Asotin County Conservation District
Thursday – December 10, 2020
Board Meeting
Minutes taken and prepared by: Jennifer Zipse

12:03 pm: Chairman Levi Luhn called the Board meeting to order via phone.

Supervisors present: **Jerry Hendrickson, Kelsey Crawford**

ACCD Staff present: **Megan Stewart, Brad Riehle, Jennifer Zipse, Amanda Schmidt, Zach Van Orsdel, Colleen Ozard**

Staff and Others present via phone/GoToMeeting: **Levi Luhn (ACCD Board Chairman), Lacy Ausman-Ditto (ACCD Staff)**

Minutes

- ✓ Review and approve minutes from November 5th Board Meeting ~ *Kelsey Crawford moved and Jerry Hendrickson seconded a motion to approve minutes from November 5, 2020 Board Meeting. Motion Carried 1*

Financial Reports:

- ✓ Board reviewed and approved check register ~ Jerry Hendrickson moved and Kelsey Crawford seconded a motion to approve checks November 2020 ~ #15786 to #15849 and #2005 to #2009 and 5 EFT pymts (-2-941 pymts, 2-DCP, 1-AFLAC) Totaling \$115,043.97. **Motion Carried 2**
- ✓ Board reviewed Accounts Payable, Treasurers Report, Transaction Journal, Compensated Absences, and Outstanding Voucher Status, Budget and Outstanding Cost-Shares.
 - Funding for a third NRI project has been approved
 - Board wants a letter of explanation from NRCS for EQIP non-compliance letters landowners recently recieved
- ✓ Board reviewed the 2021 Administrative Budget Projection
 - COVID hasn't been a major hurdle for ACCD projects to hit the ground and/or be completed

CALENDARS and EVENTS:

- ✓ Employee Schedule was reviewed

Correspondence:

- ✓ A quick overview of the District Digest
- ✓ Employee update reports were emailed out to supervisors prior to the meeting for reading

Old Business

- CREP/CCRP re-enrollment buffer enhancement
 - Re-enrolled 21 contracts since 2016
 - Spending roughly \$14,000 per contract for re-enrollment cost-share
 - FSA will no longer offer cost-share for re-enrollments stemming from changes in the Farm Bill

New Business:

- **Commercial Cost-Share:**

Applications:

- ✓ Scheibe Farms
 - Overview of conservation revision plans and associated planting costs for cost-shares - were previously approved by FSA
 - Jerry Hendrickson moved and Kelsey Crawford seconded a motion to approve Scheibe Farms cost-share applications (#2020-27 & #2020-28) and conservation plan revisions CN 11017 and CN 11018. **Motion Carried 3.**

- ✓ Paul Hendrickson
 - Kelsey Crawford moved and Jerry Hendrickson seconded a motion to approve Paul Hendrickson's cost-share application (#2020-29) for upland planting. **Motion Carried 4.**

Extension:

- ✓ Bryan Bishop – 2019-12 Farmland Conversion
 - Jerry Hendrickson moved and Kelsey Crawford seconded a motion to approve Bryan Bishop's 2019-12 cost-share be extended to April 30, 2021; contingent on completing paperwork prior to the current expiration date. **Motion Carried 5.**
- ✓ Matt Seibly – 2020-25
 - Kelsey Crawford moved and Jerry Hendrickson seconded a motion to approve Matt Seibly's 2020-25 cost-share extension for planting to June 15, 2021. **Motion Carried 6.**
- ✓ Thiessen Ranch – 2019-33
 - Jerry Hendrickson moved and Kelsey Crawford seconded a motion to approve Thiessen Ranch's 2019-33 cost-share be extended to June 15, 2021; contingent on completing paperwork. **Motion Carried 7.**

➤ Conservation Plan

Revisions:

- ✓ Kevin Botts – CREP CN 293 (failed practice for water development)
 - Kelsey Crawford moved and Jerry Hendrickson seconded a motion to approve Kevin Botts CREP CN 293 conservation plan revision. **Motion Carried 8.**
- ✓ Election/Annual Meeting Planning
 - Rod Hostetler (elected) and Jason Schlee (appointed) positions expire in 2021
 - January meeting Board and staff will go over the election process
 - Possible annual meeting alternatives to be further discussed
- ✓ ELR – IMW Monitoring Contract Amendement
 - Fish pit tag arrays were built for a significant lower cost
 - Use left over funds to do additional instream work and monitoring to close out the contract by the end of 2021
 - ACCD would like to see a final report on the IMW results
- ✓ SRFB Applications
 - Cougar Creek construction – high on funding list (\$200,000)
 - Requires match – will use BPA funds
 - 4-0 project restoration
 - M. Odom is in the process of selecting an engineer
 - \$400,000 application
 - Jerry Hendrickson moved and Kelsey Crawford seconded a motion to approve Megan applying for both SRFB applications. **Motion Carried 9.**
- ✓ PA 06 Design – Consultant Selection
 - Private property along Asotin Creek
 - Reviewed and ranked consultant's proposals
 - Kelsey Crawford moved and Jerry Hendrickson seconded a motion to support Megan negotiating a proposal offer with Alta for PA 06 Design. **Motion Carried 10.**
- ✓ Cougar Creek Design – Consultant Selection
 - Will be going to construction in 2022
 - Reviewed and ranked consultant's proposals
 - Jerry Hendrickson moved and Kelsey Crawford seconded a motion to support Megan negotiating a proposal offer with Geo Engineers for Cougar Creek Design. **Motion Carried 11.**
- ✓ Equipment Inventory Update
 - Drone was accidentally lost into the river due to technical malfunctions
 - Kelsey Crawford moved and Jerry Hendrickson seconded a motion to authorize the purchase of a new drone. **Motion Carried 12.**

- ✓ NRI Application Process
 - 2021 manure management site ranking form has been updated for better equal opportunities
- ✓ Office Space
 - New desks and partitions have arrived and have begun to be installed
 - NRCS solicitation boundaries have widened
 - Potential locations have been submitted to NRCS
 - Board agreed it is best for ACCD to attempt to co-locate with FSA and NRCS
 - Jerry Hendrickson moved and Kelsey Crawford seconded a motion to authorize Megan to put together ACCD's solicitation needs for office space. **Motion Carried 13.**

3:34 Executive Session: Approx. 30 minutes

RCW 42.30.110(1)(g) – To review the qualifications of an applicant for public employment – GoToMeeting remained activated for Board Members.

- Kelsey Crawford moved and Jerry Hendrickson seconded a motion to approve executive holidays for staff for Christmas Eve (Dec. 24) and New Years Eve (Dec. 31). **Motion Carried 14.**

Board Reconvened at 4:04 p.m.

Public Comment: None

There being no further business, the meeting was adjourned at **4:05 p.m.** by Chairman Levi Luhn.

Review of Motions:

1. Motion 1:
2. Motion 2:
3. Motion 3:
4. Motion 4:
5. Motion 5:
6. Motion 6:
7. Motion 7:
8. Motion 8:

NEXT BOARD MEETING
 Thursday – January 7, 2021
****12:00 p.m.****



 CHAIRMAN SIGN

 DATE



 SUPERVISOR SIGN

 DATE