



Asotin County Conservation District
Thursday – January 6, 2022
Board Meeting

Minutes taken by Colleen Ozard and prepared by: Jennifer Zipse

12:02 PM: Vice-Chairman, Rod Hostetler called the Board meeting to order.

Supervisors present: Jerry Hendrickson, Kelsey Crawford, Rod Hostetler
ACCD Staff present: Megan Stewart, Kodie Wight, Amanda Schmidt, Brad Riehle, Colleen Ozard
Supervisors on phone: Jason Schlee
Staff on phone: Lacy Ausman-Ditto
Public on phone: Shana Joy (WSCC)

Executive Session

12:02 pm – approximately 140 minutes – RCW 42.30.110(1)(g) – to review the performance of a public employee.

The board reconvened at 2:20 pm.

MINUTES

Review and Approve Minutes from December 10, 2022, board meeting. Kelsey Crawford moved and Jerry Hendrickson seconded a motion to approve minutes from December 10, 2022, board meeting.

Motion Carried 1.

Kelsey Crawford moved and Jason Schlee seconded a motion to approve merit increases based on employee evaluations and approved for Kodie Wight to advance from introductory period to regular employee status. **Motion Carried 2.**

Kelsey Crawford moved and Jason Schlee seconded a motion to approve a cost-of-living adjustment increase for regular status employees. **Motion Carried 3.**

FINANCIAL REPORTS

November checks: #16588 to #16649 and #2080 to #2082 and 5 EFT payments, totaling \$126,326.25. Jerry Hendrickson moved and Jason Schlee seconded the motion to approve November checks: #16588 to #16649 and #2080 to #2082 and 5 EFT payments, totaling \$126,326.25. **Motion Carried 4.**

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

CORRESPONDENCE

Employee update reports were reviewed by the Board of Supervisors.

Employee schedule was reviewed by the Board of Supervisors.

WSSC – District Digest was reviewed by Shana with the Board of Supervisors.

NEW BUSINESS

2022 Election Resolution – Levi Luhn’s term is up for election in 2022. Jerry Hendrickson moved and Kelsey Crawford seconded a motion to adopt the 2022 Election Resolution. **Motion Carried 5.**

Office space proposal update – Port of Clarkston approved the lease agreement for the ground. January 12th the sale of the building to SEG should be approved. We will now work with SEG to finalize the sublease between ACCD and SEG with a potential move in date of April 1st.

Hendrickson Living Trust, CREP CN 11037 – Schoolhouse Draw

- Post-drought report and planting plan was reviewed/discussed
- Kelsey Crawford moved and Jason Schlee seconded a motion to approve the riparian planting plan for Hendrickson Living Trust, CREP CN 11037, Schoolhouse Draw. **Motion Carried 6.** Jerry Hendrickson abstained.

Kevin Botts, CREP CN 293 – Grande Ronde River (feedlot)

- Re-enrollment report was reviewed/discussed

Luhn Cattle, CREP CN 11030 – Tenmile & Lower Mill Creek

- Jerry Hendrickson moved and Jason Schlee moved seconded a motion to approve the inspection report and maintenance plan for Luhn Cattle, CREP CN 11030, Tenmile and Lower Mill Creek. **Motion Carried 7.**

Scheibe Farms, CCRP CN 11042 – Montgomery Ridge

- Post-drought report and planting plan was reviewed/discussed
- Kelsey Crawford moved and Jerry Hendrickson seconded a motion to approve the riparian planting plan for Scheibe Farms’ CCRP CN 11042, Montgomery Ridge. **Motion Carried 8.**

Headgate Park – The Board requested Megan to draft a letter to Asotin County Commissioners for review by next meeting regarding the potential sale of the park.

George Creek CRM Kick Off Meeting – Megan will be working with the other agencies and landowners to schedule the kickoff meeting. Ray Ledgerwood will facilitate meetings.

Holiday Schedule – In June 2021, President Joe Biden signed legislation making Juneteenth a federal paid holiday observed on June 19th. Governor Jay Inslee signed a measure also making Juneteenth a legal state paid holiday, starting in 2022. Kelsey Crawford moved and Jerry Hendrickson seconded a motion to add Juneteenth as a paid holiday for employees and update composite rates. **Motion Carried 9.**

PUBLIC COMMENT

No public comments.

ADJOURN

The meeting was adjourned at 3:20 pm by Vice-Chairman, Rod Hostetler.

Review of Motions:

1. Kelsey Crawford moved and Jerry Hendrickson seconded a motion to approve minutes from December 10, 2022, board meeting. **Motion Carried 1.**
2. Kelsey Crawford moved and Jason Schlee seconded a motion to approve merit increases based on employee evaluations and approved for Kodie Wight to advance from introductory period to regular employee status. **Motion Carried 2.**
3. Kelsey Crawford moved and Jason Schlee seconded a motion to approve a cost-of-living adjustment increase for regular status employees. **Motion Carried 3.**
4. Jerry Hendrickson moved and Jason Schlee seconded the motion to approve November checks: #16588 to #16649 and #2080 to #2082 and 5 EFT payments, totaling \$126,326.25. **Motion Carried 4.**
5. Levi Luhn's term is up for election in 2022. Jerry Hendrickson moved and Kelsey Crawford seconded a motion to adopt the 2022 Election Resolution. **Motion Carried 5.**
6. Kelsey Crawford moved and Jason Schlee seconded a motion to approve the riparian planting plan for Hendrickson Living Trust, CREP CN 11037, Schoolhouse Draw. **Motion Carried 6.** Jerry Hendrickson abstained.
7. Jerry Hendrickson moved and Jason Schlee moved seconded a motion to approve the inspection report and maintenance plan for Luhn Cattle, CREP CN 11030, Tenmile and Lower Mill Creek. **Motion Carried 7**
8. Kelsey Crawford moved and Jerry Hendrickson seconded a motion to approve the riparian planting plan for Scheibe Farms' CCRP CN 11042, Montgomery Ridge. **Motion Carried 8.**
9. Kelsey Crawford moved and Jerry Hendrickson seconded a motion to add Juneteenth as a paid holiday for employees and update composite rates. **Motion Carried 9.**

NEXT REGULAR BOARD MEETING

Thursday – February 10, 2022

12:00 p.m.



CHAIRMAN SIGN

02/10/22
DATE



SUPERVISOR SIGN

2/18/22
DATE