



**Asotin County Conservation District  
Monday – March 7, 2022  
Special Board Meeting  
Minutes taken and prepared by: Megan Stewart**

**9:09 AM:** Chairman, Levi Luhn called the Board meeting to order.

Supervisors present: Jerry Hendrickson, Kelsey Crawford, Rod Hostetler, Levi Luhn

ACCD Staff present: Megan Stewart

Public present: Ray Skelton (by phone for portion of the meeting to answer questions)

**NEW BUSINESS**

The board reviewed the final Sublease Agreement with A and B exhibit attachments for the property located at 1397 Port Drive.

The board called Ray Skelton with Specialty Environmental Group to clarify that the commencement date is scheduled tentatively for May 1, 2022. If ACCD is not able to occupy the building due to supply chain delays, contractor availability or other unforeseen issues, ACCD will not be required to pay rent. He confirmed that if we are unable to take occupancy on May 1, rent will not be charged for the month or will be prorated based on the time it is available for occupancy in the month of May. In addition, if we are unable to utilize the full space, SEG will work the District to negotiate a prorated rent adjustment.

Kelsey Crawford moved and Jerry Hendrickson seconded a motion to approve the sublease, as presented in its entirety, between the Asotin County Conservation District and Specialty Environmental Group. **Motion Carried. 1**

Chairman Levi Luhn will sign the Sub-Lease agreement with SEG at a time to be scheduled to a notary.

**ADJOURN**

The meeting was adjourned at 10:09 am by Chairman, Levi Luhn.

*Review of Motions:*

1. Kelsey Crawford moved and Jerry Hendrickson seconded a motion to approve the sublease, as presented in its entirety, between the Asotin County Conservation District and Specialty Environmental Group. **Motion Carried. 1**

**NEXT REGULAR BOARD MEETING**


**Thursday – March 10, 2022**

**6:00 p.m.**

  
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CHAIRMAN SIGN

03/10/22  
DATE

  
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SUPERVISOR SIGN

3/10/22  
DATE