



**Asotin County Conservation District
Thursday – April 7, 2022
Board Meeting
Minutes taken and prepared by: Jennifer Zipse**

6:07 PM: Chairman, Levi Luhn called the Board meeting to order.

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

ACCD Staff present: Megan Stewart, Brad Riehle, Jennifer Zipse, Kodie Wight, Amanda Schmidt

Public present: Mitch Ruchert (NRCS), Shana Joy (WSSC)

MINUTES

Review and Approve Minutes from March 10, 2022, board meeting. Kelsey Crawford moved and Rod Hostetler seconded the motion to approve minutes from March 10, 2022, board meeting. **Motion Carried 1.**

FINANCIAL REPORTS

March checks: #16766 to #16817 and #2094 to #2098 and 5 EFT payments, totaling \$79,455.89

Jerry Hendrickson moved and Kelsey Crawford seconded the motion to approve March checks: #16766 to #16817 and #2094 to #2098 and 5 EFT payments, totaling \$79,455.89. **Motion Carried 2.**

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

Numerous spring planting projects are coming up that will use up funds for the fiscal year.

2021 Treasurer's Reports – The Board reviewed the updated 2021 monthly treasurer's reports. Jerry Hendrickson moved and Rod Hostetler seconded the motion to approve the 2021 monthly treasurer's reports. **Motion Carried 3.**

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 the Board of Supervisors with highlights from Shana Joy. Draft guidelines are now available for Sustainable Farms and Field program. There are new changes to the Open Public Meetings Act. The supplemental budget has passed and it is large! \$10 million for riparian alone. Districts will receive funds for engineering to be used for District and private engineers. The new WSSC executive director is quickly adapting to WA.

DNR is looking to build a post-fire program and has asked for help from Districts. ACCD is going to work with DNR to build a program and have input on how they can better assist BAER Teams and counties affected by wildfires. The recommendation memo will need to be completed by June 30, 2022.

NRSC REPORT

EQIP applications are being wrapped up quickly and then move to the review phase. Asotin County received a total of 15 CSP applications. Mitch will become trained on CRP soon. NRCS Pathways student will be in the office starting in June to assist Angela with rangeland programs.

OLD BUSINESS

Headgate Park – Megan explored options for funding that could help with the management costs of the park. RCO has four options available, which require matching funds. A public records request was filled by ACCD. The request was inquiring information about the restoration projects that have been completed at the park over the years. The Board has directed Megan to draft a letter to the County Commissioners letting them know that ACCD has found several different ways to fund projects at Headgate Park so that management/maintenance could be streamlined.

NEW BUSINESS

Sangster Ranch, 2022-12 pasture/hayland planting Cost Share – Rod Hostetler moved and Kelsey Crawford seconded the motion to approve Sangster Ranch’s 2022-12 pasture/hayland planting Cost Share. **Motion Carried 4.**

Sangster Ranch, 2022-20 weed control Cost Share – Jerry Hendrickson moved and Kelsey Crawford seconded the motion to approve Sangster Ranch’s 2022-12 weed control Cost Share. **Motion Carried 5.**

Seibly Farms, 2022-13 pasture/hayland planting Cost Share – Kelsey Crawford moved and Jerry Hendrickson seconded the motion to approve Seibly Farms’ 2022-13 pasture/hayland planting Cost Share. **Motion Carried 6.**

Diane Magden, 2022-14 weed control Cost Share – Jerry Hendrickson moved and Kelsey Crawford seconded the motion to approve Diane Magden’s 2022-14 weed control Cost Share. **Motion Carried 7.**

Frank Cassidy, 2022-15 weed control Cost Share – Rod Hostetler moved and Kelsey Crawford seconded the motion to approve Frank Cassidy’s 2022-15 weed control Cost Share. **Motion Carried 8.**

Gary Uhrich, 2022-16 weed control Cost Share – Jerry Hendrickson moved and Kelsey Crawford seconded the motion to approve Gary Uhrich’s 2022-16 weed control Cost Share. **Motion Carried 9.**

Jerry Hendrickson, 2022-17 weed control Cost Share – Rod Hostetler moved and Kelsey Crawford seconded the motion to approve Jerry Hendrickson’s 2022-17 weed control Cost Share. **Motion Carried 10.** Jerry Hendrickson abstained.

Hostetler JV, 2022-18 weed control Cost Share – Kelsey Crawford moved and Jerry Hendrickson seconded the motion to approve Hostetler JV’s 2022-18 weed control Cost Share. **Motion Carried 11.** Rod Hostetler abstained.

Hostetler JV, 2022-24 pasture/hayland planting Cost Share – Kelsey Crawford moved and Jerry Hendrickson seconded the motion to approve Hostetler JV’s 2022-24 pasture/ hayland planting Cost Share. **Motion Carried 12.** Rod Hostetler abstained.

Paul Hendrickson, 2022-19 weed control Cost Share – Rod Hostetler moved and Kelsey Crawford seconded the motion to approve Paul Hendrickson’s 2022-19 weed control Cost Share. **Motion Carried 13.**

Scheibe Farms, 2021-02 revision 1 windbreak Cost Share – Jerry Hendrickson moved and Kelsey Crawford seconded the motion to approve Scheibe Farms’ 2021-02 revision 1, windbreak Cost Share. **Motion Carried 14.**

Scheibe Farms, CREP CN 11017 and 11018 Inspection Report and Maintenance Plan – Rod Hostetler moved and Kelsey Crawford seconded the motion to approve Scheibe Farms’ CREP CN 11017 and 11018 Inspection Report and Maintenance Plan. **Motion Carried 15.**

Scheibe Farms, CREP CN 11041 Inspection Report and Maintenance Plan – Jerry Hendrickson moved and Kelsey Crawford seconded the motion to approve Scheibe Farms’ CREP CN 11041 Inspection Report and Maintenance Plan. **Motion Carried 16.**

K & C Blue Mountain Land, Couse Creek CREP Conservation Plan – Jerry Hendrickson moved and Kelsey Crawford seconded a motion to approve K & C Blue Mountain Land’s Couse Creek CREP Conservation Plan. **Motion Carried 17.**

Rocky Ridge Land and Cattle, 2022-21 weed control Cost Share – Rod Hostetler moved and Jerry Hendrickson seconded the motion to approve Rocky Ridge Land and Cattle’s 2022-21 weed control Cost Share. **Motion Carried 18.** Kelsey Crawford abstained.

Rocky Ridge Land and Cattle, 2022-22 water development Cost Share – Rod Hostetler moved and Jerry Hendrickson seconded the motion to approve Rocky Ridge Land and Cattle’s 2022-22 water development Cost Share. **Motion Carried 19.** Kelsey Crawford abstained.

WH Weatherly Ranches LLC – Cost Share is postponed.

Material acquisition and transport PA-79 (large wood) – ACCD is working with the district area engineer to design the instream structures that are needed. Material that is needed will be coming from local landowners who are working on forest projects. The Board gives guidance to proceed with the project and get cost quotes to present at the May meeting.

Consultant Pool Recommendations – Two companies submitted SOQ’s for professional habitat project planning. Cramer Fish Sciences and GeoEngineers will both be added to the consultant pool for upcoming projects. Kelsey Crawford moved and Rod Hostetler seconded a motion to add Cramer Fish Sciences and GeoEngineers to ACCD’s consultant pool. **Motion Carried 20.**

BMP Descriptions – Descriptions for critical area planting, tree/shrub planting, farmland conversion, and pasture/hayland planting were reviewed by the Board. The descriptions stem from NRCS standards but describe how and when ACCD can fund the BMP.

2023 Annual Work Plan – The Board reviewed the draft plan at the March Board meeting; one change was made. Jerry Hendrickson moved and Kelsey Hendrickson seconded the motion to approve the 2023 Annual Work Plan. **Motion Carried 21.**

Interlocal Agreements – Some agreements need to be updated with minor information (address, contact person), other agreements need to have a decision made whether to be continued or terminated. The

Nez Perce Tribe sent a draft of their new proposed agreement that will have a longer duration. The NRCS agreement will need numerous changes due to ACCD moving locations. The Board will review the interlocal agreements prior to the May Board meeting.

Signage Quote for New Building – Fast Signs submitted three different quotes for a large ACCD sign. Quotes from two additional companies are yet to be finalized.

Demo is currently wrapping up on the new building. Megan and Brad will be doing a walk through with the electrician 4/8/22 to go over ethernet and HDMI needs. The board agreed to maintain the current office space through June 30, 2022, and send a notice to vacate letter once we have an update on the renovation status.

Asset Disposal – Jennifer has been inventorying outdated, damaged, and non-functional assets that need to be recycled prior to moving. The Board gave authorization to proceed with disposing of the items.

Staffing Organization – ACCD would like to shift Brooke Chase from part-time/irregular to full-time. The District is currently understaffed to be able to fully utilize the funding we have and will continue to receive. Megan presented a staffing organization that shows the current positions and underserved needs as well as a proposed staffing organization with the addition of another full-time resource technician. The Board requested to interview Brooke prior to officially offering her a full-time position.

PUBLIC COMMENT

ADJOURN

The meeting was adjourned at 8:25 PM by Chairman, Levi Luhn.

Review of Motions:

1. Kelsey Crawford moved and Rod Hostetler seconded the motion to approve minutes from March 10, 2022, board meeting. **Motion Carried 1.**
2. Jerry Hendrickson moved and Kelsey Crawford seconded the motion to approve March checks: #16766 to #16817 and #2094 to #2098 and 5 EFT payments, totaling \$79,455.89. **Motion Carried 2.**
3. Jerry Hendrickson moved and Rod Hostetler seconded the motion to approve the 2021 monthly treasurer's reports. **Motion Carried 3.**
4. Rod Hostetler moved and Kelsey Crawford seconded the motion to approve Sangster Ranch's 2022-12 pasture/hayland planting Cost Share. **Motion Carried 4.**
5. Jerry Hendrickson moved and Kelsey Crawford seconded the motion to approve Sangster Ranch's 2022-12 weed control Cost Share. **Motion Carried 5.**
6. Kelsey Crawford moved and Jerry Hendrickson seconded the motion to approve Seibly Farms' 2022-13 pasture/hayland planting Cost Share. **Motion Carried 6.**
7. Jerry Hendrickson moved and Kelsey Crawford seconded the motion to approve Diane Magden's 2022-14 weed control Cost Share. **Motion Carried 7.**
8. Rod Hostetler moved and Kelsey Crawford seconded the motion to approve Frank Cassidy's 2022-15 weed control Cost Share. **Motion Carried 8.**
9. Jerry Hendrickson moved and Kelsey Crawford seconded the motion to approve Gary Uhrich's 2022-16 weed control Cost Share. **Motion Carried 9.**

10. Rod Hostetler moved and Kelsey Crawford seconded the motion to approve Jerry Hendrickson's 2022-17 weed control Cost Share. **Motion Carried 10.** Jerry Hendrickson abstained.
11. Kelsey Crawford moved and Jerry Hendrickson seconded the motion to approve Hostetler JV's 2022-18 weed control Cost Share. **Motion Carried 11.** Rod Hostetler abstained.
12. Kelsey Crawford moved and Jerry Hendrickson seconded the motion to approve Hostetler JV's 2022-24 pasture/ hayland planting Cost Share. **Motion Carried 12.** Rod Hostetler abstained.
13. Rod Hostetler moved and Kelsey Crawford seconded the motion to approve Paul Hendrickson's 2022-19 weed control Cost Share. **Motion Carried 13.**
14. Jerry Hendrickson moved and Kelsey Crawford seconded the motion to approve Scheibe Farms' 2021-02 revision 1, windbreak Cost Share. **Motion Carried 14.**
15. Rod Hostetler moved and Kelsey Crawford seconded the motion to approve Scheibe Farms' CREP CN 11017 and 11018 Inspection Report and Maintenance Plan. **Motion Carried 15.**
16. Jerry Hendrickson moved and Kelsey Crawford seconded the motion to approve Scheibe Farms' CREP CN 11041 Inspection Report and Maintenance Plan. **Motion Carried 16.**
17. Jerry Hendrickson moved and Kelsey Crawford seconded a motion to approve K & C Blue Mountain Land's Couse Creek CREP Conservation Plan. **Motion Carried 17.**
18. Rod Hostetler moved and Jerry Hendrickson seconded the motion to approve Rocky Ridge Land and Cattle's 2022-21 weed control Cost Share. **Motion Carried 18.** Kelsey Crawford abstained.
19. Rod Hostetler moved and Jerry Hendrickson seconded the motion to approve Rocky Ridge Land and Cattle's 2022-22 water development Cost Share. **Motion Carried 19.** Kelsey Crawford abstained.
20. Kelsey Crawford moved and Rod Hostetler seconded a motion to add Cramer Fish Sciences and GeoEngineers to ACCD's consultant pool. **Motion Carried 20.**
21. Jerry Hendrickson moved and Kelsey Hendrickson seconded the motion to approve the 2023 Annual Work Plan. **Motion Carried 21.**

NEXT REGULAR BOARD MEETING

Thursday – May 5, 2022

6:00 PM



 CHAIRMAN SIGN

5/5/22

 DATE



 SUPERVISOR SIGN

5/5/22

 DATE