



Asotin County

CONSERVATION DISTRICT

Thursday – June 9, 2022

Board Meeting

Minutes taken and prepared by: Jennifer Zipse

6:08 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, Lacy Ausman-Ditto

Public present: None.

PUBLIC COMMENT

None.

MINUTES

Minutes from May 5, 2022 board meeting. Rod Hostetler moved to approve and Kelsey Crawford seconded the motion to approve the minutes from the May 5, 2022 board meeting. **Motion Carried 1.**

FINANCIAL REPORTS

Checks for May 2022: #16884 to #16952 and #2105 to #2111 and 5 EFT payments. Totaling \$121,619.35.

Jerry Hendrickson moved to approve and Kelsey Crawford seconded the motion to approve checks for

Checks for May 2022: #16884 to #16952 and #2105 to #2111 and 5 EFT payments. Totaling \$121,619.35.

Motion Carried 2.

Board Supervisors reviewed the Transaction Journal, Treasurer's Report, Accounts Payable, Compensated Absences, Outstanding Voucher Status, District Budget, Outstanding Cost-share.

-Outstanding cost-share projects are on target to be completed by June 30th.

CORRESPONDENCE

Employee update reports were reviewed by the Board of Supervisors.

Employee schedule was reviewed by the Board of Supervisors. Three staff and one supervisor will be attending WADE in Leavenworth June 13-15th. ACCD's big office move will happen on June 21st!

WSCC – District Digest was reviewed by the Board of Supervisors.

NRCS REPORT

No NRCS Report.

BMP DESCRIPTIONS:

The Board of Supervisors discussed more edits to the BMP descriptions for windbreak components.

OLD BUSINESS

Signage for the new office location – Quotes were received from three local companies. The Board discussed options for more, but smaller signs. Jerry Hendrickson moved and Kelsey Crawford seconded the motion to authorize spending up to \$4,500 on building signs. **Motion Carried 3.**

NEW BUSINESS

Jay Holzmillier, 2022-01 Pasture/Hayland Planting Extension Request – Kelsey Crawford moved and Rod Hostetler seconded the motion to approve Jay Holzmillier's, 2022-01 Pasture/Hayland Planting Extension Request. The extension will expire on June 1, 2023. **Motion Carried 4.**

WH Weatherly Ranches LLC, 2022-23 Spring Development, EQIP match – Jerry Hendrickson moved and Kelsey Crawford seconded the motion to approve WH Weatherly Ranches LLC, 2022-23 Spring Development cost-share with EQIP match. **Motion Carried 5.**

Rimmelspacher Farms LLC, 2022-27 Weed Control – Jerry Hendrickson moved and Kelsey Crawford seconded the motion to approve Rimmelspacher Farms LLC, 2022-27 Weed Control cost-share. **Motion Carried 6.**

Tom Petty, 2022-31 Weed Control – Jerry Hendrickson moved and Kelsey Crawford seconded the motion to approve Tom Petty's, 2022-31 Weed Control cost-share. **Motion Carried 7.**

Kevin Botts, CREP CN 279 Inspection Report & Maintenance Plan – Kelsey Crawford moved and Rod Hostetler seconded the motion to approve the Kevin Botts, CREP CN 279 Inspection Report & Maintenance Plan. **Motion Carried 8.**

Kevin Botts riparian enhancement planting plan and associated costs were discussed with the Board of Supervisors.

Material acquisition and transport (large and small wood) – Instream wood structures (PALS) have been doing a fantastic job even during and after the recent high flow events. Landowners have made positive comments about the PALS in the creeks. New PALS will be going in Lick, Tenmile, and Couse Creeks. Bids were received from contractors for large and small woody materials.

Jerry Hendrickson moved and Rod Hostetler seconded the motion to approve the material acquisition and transport bid from Rocky Ridge Construction LLC for \$3,132. **Motion Carried 9.** Kelsey Crawford abstained.

Jerry Hendrickson moved and Rod Hostetler seconded the motion to approve the material acquisition and transport bid from KAGEY Forestry and Ash Kickers for \$60,820. **Motion Carried 10.**

Nez Perce Tribe Cultural Resource Agreement – The updates that were discussed at the May meeting were made and the agreement duration was extended. Rod Hostetler moved and Kelsey Crawford seconded the motion to approve the Nez Perce Tribe Cultural Agreement. **Motion Carried 11.**

Consultant Pool of Contractors – Agreements & Scope of Works. The agreement for Anabran Solutions was reviewed by the board and signed by the chairman. Anabran Solutions, Task Order #1 for evaluation of fish use and inventory of barriers on Lick Creek was reviewed. Kelsey Crawford moved and Jerry Hendrickson seconded the motion to approve Anabran Solutions, Task Order #1 Scope of Work. **Motion Carried 12.**

Consultant Pool Recommendation – Rod Hostetler moved and Kelsey Crawford seconded the motion to approve the Consultant Pool Recommendation for Anchor QEA. **Motion Carried 13.**

New Office Update – The architect and fire marshall recently did a walk through of the building at the 50% design phase and received approval to proceed to the 100% design development and secure the permits.

Phone System for New Office Location – Employees will have a work cell phone instead of a landline phone. This route will reduce costs and be a more effective way of reaching staff. By providing cell phones as the primary phone system, the need for the use of personal cell phones for District business is no longer needed. Jerry Hendrickson moved and Rod Hostetler seconded the motion to eliminate the personal cell phone stipend effective July 1st and switch to the use of work cell phones. **Motion Carried 14.**

Asset Disposal – Another batch of outdated and non-functional office items are ready to be disposed of through the proper avenues. Rod Hostetler moved and Kelsey Crawford seconded the motion to allow the disposal of assets. **Motion Carried 15.**

Surplus Sale – ACCD needs to hold a surplus sale of unwanted/unneeded office items. Jerry Hendrickson moved and Kelsey Crawford seconded the motion to authorize ACCD having a surplus sale. **Motion Carried 16.**

WSCC Funding Comment Periods – VSP Funding Programmatic Guidelines: discussion regarding the concerns and questions about the verbiage used, eligibility, funding caps and project focus requirements for salmon habitat. Only one year of funding is available; \$3 million. Salmon Recovery Funding Programmatic Guidelines: the program is viewed as being quite beneficial for Asotin County. Only one year of funding is available; \$10 million. The comment periods are open until July 1st.

Watershed Conditions – Post Storm Events – Recent storm events have brought a substantial amount of rain to Asotin County and have created some significant erosion problems. Most of the current damages have been inventoried and will continue to be as the District becomes aware of them. Burn scar locations (primarily bare farm fields) have been unable to retain the mass amount of moisture and have resulted in damage lower in the drainages.

ADJOURN

The meeting was adjourned at 8:46pm by Chairman, Levi Luhn.

Review of Motions

1. Rod Hostetler moved to approve and Kelsey Crawford seconded the motion to approve the minutes from the May 5, 2022 board meeting. **Motion Carried 1.**
2. Jerry Hendrickson moved to approve and Kelsey Crawford seconded the motion to approve checks for Checks for May 2022: #16884 to #16952 and #2105 to #2111 and 5 EFT payments. Totaling \$121,619.35. **Motion Carried 2.**
3. Jerry Hendrickson moved and Kelsey Crawford seconded the motion to authorize spending up to \$4,500 on building signs. **Motion Carried 3.**
4. Kelsey Crawford moved and Rod Hostetler seconded the motion to approve Jay Holzmillers, 2022-01 Pasture/Hayland Planting Extension Request. The extension will expire on June 1, 2023. **Motion Carried 4.**
5. Jerry Hendrickson moved and Kelsey Crawford seconded the motion to approve WH Weatherly Ranches LLC, 2022-23 Spring Development cost-share with EQIP match. **Motion Carried 5.**

6. Jerry Hendrickson moved and Kelsey Crawford seconded the motion to approve Rimmelspacher Farms LLC, 2022-27 Weed Control cost-share. **Motion Carried 6.**
7. Jerry Hendrickson moved and Kelsey Crawford seconded the motion to approve Tom Petty's, 2022-31 Weed Control cost-share. **Motion Carried 7.**
8. Kelsey Crawford moved and Rod Hostetler seconded the motion to approve the Kevin Botts, CREP CN 279 Inspection Report & Maintenance Plan. **Motion Carried 8.**
9. Jerry Hendrickson moved and Rod Hostetler seconded the motion to approve the material acquisition and transport bid from Rocky Ridge Construction LLC for \$3,132. **Motion Carried 9.** Kelsey Crawford abstained.
10. Jerry Hendrickson moved and Rod Hostetler seconded the motion to approve the material acquisition and transport bid from KAGEY Forestry and Ash Kickers for \$60,820. **Motion Carried 10.**
11. Rod Hostetler moved and Kelsey Crawford seconded the motion to approve the Nez Perce Tribe Cultural Agreement. **Motion Carried 11.**
12. Kelsey Crawford moved and Jerry Hendrickson seconded the motion to approve Anabranch Solutions, Task Order #1 Scope of Work. **Motion Carried 12.**
13. Rod Hostetler moved and Kelsey Crawford seconded the motion to approve the Consultant Pool Recommendation for Anchor QEA. **Motion Carried 13.**
14. Jerry Hendrickson moved and Rod Hostetler seconded the motion to eliminate the personal cell phone stipend effective July 1st and switch to the use of work cell phones. **Motion Carried 14.**
15. Rod Hostetler moved and Kelsey Crawford seconded the motion to allow the disposal of assets. **Motion Carried 15.**
16. Jerry Hendrickson moved and Kelsey Crawford seconded the motion to authorize ACCD having a surplus sale. **Motion Carried 16.**

NEXT REGULAR BOARD MEETING

Thursday – July 7, 2022

6:00 p.m.


CHAIRMAN SIGN

07/21/22
DATE


SUPERVISOR SIGN

7-21-22
DATE