



**Thursday, June 8, 2023**  
**Board Meeting**  
**Minutes taken and prepared by: Jennifer Zipse**

**6:01 p.m.:** Chairman, Levi Luhn called the Board meeting to order.

Supervisors present: Jerry Hendrickson, Jesse, Greene, Levi Luhn

Supervisors present via phone: Rod Hostetler

ACCD Staff present: Megan Stewart, Brad Riehle, Jennifer Zipse, Lacy Ausman-Ditto, Amanda Schmidt,  
Tony Monzingo

Public present: Rich Witters

Public Present via Phone: Mitch Ruchert (NRCS)

**PUBLIC COMMENT**

None

**EXECUTIVE SESSION**

RCW 42.30.110(1)(g) – The board entered executive session at 6:01 pm for approximately 30 minutes to review the performance of public employees. The Executive session ended at 6:25 pm.

**MINUTES**

Minutes from May 11 and June 1, 2023, board meetings were reviewed by the Board of Supervisors. Jerry Hendrickson moved to approve, and Jesse Greene seconded the motion to approve the minutes from the May 11 and June 1, 2023, board meetings. **Motion Carried.**

**FINANCIAL REPORTS**

Checks: May #17700 to #17790 and #2172 to #2173 and 8 EFT payments. Totaling \$317,963.03 were reviewed. Jerry Hendrickson moved to approve, and Jesse Greene seconded the motion to approve checks and EFT payments for May totaling \$317,963.03. **Motion Carried.**

Board Supervisors reviewed the Transaction Journal, Treasurer's Report, Accounts Payable, Compensated Absences, Outstanding Voucher Status, and District Budget. Megan gave an overview of the district budget: the grants are wrapping up and closing out as the end of the fiscal year quickly approaches. The manure trommel and spreader were delivered to ACCD on Monday!

**ACCD Reports**

- Outstanding Cost-Share was reviewed by the Board of Supervisors.
  - All projects on the list are wrapping up except for difficulty of well drilling before the end of June and ongoing planting projects for CREP. New potential projects are already outlined to kick off in July.
- The Project Status Report was reviewed by the Board of Supervisors.
- Employee update reports were reviewed by the Board of Supervisors.

– Employee schedule was reviewed by the Board of Supervisors.

### CORRESPONDENCE

WSCC – District Digest was reviewed by the Board of Supervisors. Jerry Hendrickson would like to participate in MRSC training on Climate Action Funding Opportunities.

### NRCS REPORT

Mitch Ruchert – Through the Inflation Reduction Act funding (IRA) we have 8 CSP-IRA applications in approved/pre-approved status and 14 EQIP-IRA applications in approved/pre-approved status in Asotin County. NRCS-WA has requested additional EQIP-IRA funds, if they do receive extra funding, hopefully a few more applications can get pre-approved. NRCS was able to obligate 15 EQIP-General contracts in Asotin County. CRP status reviews in Garfield and Asotin Counties over the next couple of months as well as finishing up CSP-General applications.

\*Meeting break from 6:54 – 7:03pm

### OLD BUSINESS

FY24 Cost-Share Rates Update

New and updated cost-share rates aren't completely ready yet but will be after June 20<sup>th</sup>. An updated list will be sent out to the Board for review prior to the July Board meeting.

Office Lease Amendment and UTM Expense Increase

The office lease amendment and UTM expense increases were further discussed and reviewed with the landlord. Both parties agree to increase the UTM expenses to \$1,625. Jerry Hendrickson moved to approve, and Jesse Greene seconded the motion to approve the office lease amendment and increase the UTM expenses to \$1,625 and give Megan authorization to sign the lease amendment. **Motion Carried.**

### NEW BUSINESS

WW Cattle LLC: 2022-44

There were engineering failures on the solar system for the water development project. Jerry Hendrickson moved to approve, and Jesse Greene seconded the motion to approve increasing the WW Cattle LLC: 2022-44 cost-share, under special circumstances up to \$7,532.00 **Motion Carried.**

Scheibe Farms

CREP 11041 Inspection Report & Maintenance Plan – Jerry Hendrickson moved to approve, and Jesse Greene seconded the motion to approve Scheibe Farms' CREP 11041 Inspection Report & Maintenance Plan. **Motion Carried.**

Montgomery Gulch riparian planting project was reviewed by the Board of Supervisors.

CREP 11017 & 11018 Inspection Report & Maintenance Plan – Jesse Greene moved to approve, and Jerry Hendrickson seconded the motion to approve Scheibe Farms' CREP 11017 & 11018 Inspection Report & Maintenance Plan. **Motion Carried.**

Asotin Creek PA-06 Materials Acquisition and Transport

Brad had been working with the Forest Service to receive project materials but lately USFS has been non-communicative. Due to the delay, Brad reached out to local loggers for options. Construction is still slated to begin August 1<sup>st</sup> but is depending on material availability.

#### Recommendation for Tenmile PA 64 Design Consultant

GeoEngineers submitted the top-ranking proposal and is the firm recommended to develop the project design. Jerry Hendrickson moved to approve, and Jesse Greene seconded the motion to enter contract negotiations with GeoEngineers for the Tenmile PA 64 Design project. **Motion Carried.**

#### Recommendation for West Branch 3-5 Design Consultant

GeoEngineers submitted the top-ranking proposal and is the firm recommended to develop the project design. Jesse Greene moved to approve, and Jerry Hendrickson seconded the motion to enter contract negotiations with GeoEngineers for the West Brach 3-5 Design project. **Motion Carried.**

#### FY2024 Lead Entity Contract

ACCD will receive an additional \$5,750 for support and outreach from Snake River Salmon Recovery Board and Walla Walla Community College.

Jerry Hendrickson moved to approve, and Jesse Greene seconded the motion to approve the FY2024 Lead Entity Contract. **Motion Carried.**

#### SCC Master Contract No 24-48

A new master contract from WA State Conservation Commission for July 1, 2023 through June 30, 2025 is ready for Board approval. It will require an electronic signature from the chair and vice chair. Jesse Greene moved to approve, and Jerry Hendrickson seconded the motion to approve the SCC Master Contract No 24-48. **Motion Carried.**

#### FY2024 Implementation Addendum

The addendum language was reviewed. There is a budget increase from the 2023 amount since WSCC received an additional \$1 million for CTA which funds the Implementation grants. We plan to also use the Implementation grant to purchase weather stations this year. Jerry Hendrickson moved to approve, and Jesse Greene seconded the motion to approve the FY2024 Implementation Addendum. **Motion Carried.**

#### FY2024-25 CREP Addendum

The CREP addendum was reviewed which covers both TA and cost-share/maintenance activities. The original allocation is for the FY24 TA. Additional funds will be amended into the grant for CREP contract implementation costs over the life of the grant and the FY25 TA. Jesse Greene moved to approve, and Jerry Hendrickson seconded the motion to approve the FY2024-25 CREP addendum. **Motion Carried.**

#### Cost-Share & Landowner Labor Resolution

A new max rate for the landowner labor will be \$25 per hour. Jerry Hendrickson moved to approve, and Jesse Greene seconded the motion to approve the cost-share and landowner labor resolution. **Motion Carried.**

#### NRI Priority Recommendations

These funds can only be used on capital projects. The Board agrees to utilizing NRI for manure management projects now that the District has equipment to spread the collected manure for both commercial and non-commercial projects.

#### SFF Funding Request(s)

ACCD will be requesting additional funds for the 2024 fiscal year to cover crops which will also include funds for the purchase of equipment for soil sampling. Brad and Megan will be exploring additional projects to submit for funding and will review them with the board at the July meetings. The first funding submittal is July 14.

#### Equipment Purchase – Meeting Owl Microphone/Speaker

The current equipment for remote meetings is inadequate. Megan requested to purchase the Meeting Owl 3 to improve communications for those attending ACCD meetings and functions remotely. Jerry Hendrickson moved to approve, and Jesse Greene seconded the motion to approve the purchasing of the Meeting Owl 3 not to exceed \$1,500. **Motion Carried.**

#### **PUBLIC COMMENT**

Rich Witters – It is a pleasure to come into the office lately to be greeted by great staff. ACCD has a great team and he wanted to express that to the board.

Concerns of loaders/tractors hitting the side of the new trommel when filling the hopper; suggested getting ecology blocks set up as a barrier and/or some type of protection on top of the feeding bin.

**EXECUTIVE SESSION** RCW 42.30.110(1)(g) – To review the performance of public employees. The board entered executive session at 8:04 pm for approximately 15 minutes to review the performance of public employees. The executive session ended at 8:17 pm. No action was taken.

#### **ADJOURN**

The meeting was adjourned at 8:17 pm by Chairman, Levi Luhn.

#### *Review of Motions*


1. Jerry Hendrickson moved to approve, and Jesse Greene seconded the motion to approve the minutes from the May 11 and June 1, 2023, board meetings. **Motion Carried.**
2. Jerry Hendrickson moved to approve, and Jesse Greene seconded the motion to approve checks and EFT payments for May totaling \$317,963.03. **Motion Carried.**
3. Jerry Hendrickson moved to approve, and Jesse Greene seconded the motion to approve the office lease amendment and increase the UTM expenses to \$1,625 and give Megan authorization to sign the lease amendment. **Motion Carried.**
4. Jerry Hendrickson moved to approve, and Jesse Greene seconded the motion to approve increasing the WW Cattle LLC: 2022-44 cost-share, under special circumstances up to \$7,532.00 **Motion Carried.**
5. Jerry Hendrickson moved to approve, and Jesse Greene seconded the motion to approve Scheibe Farms' CREP 11041 Inspection Report & Maintenance Plan. **Motion Carried.**
6. Jesse Greene moved to approve, and Jerry Hendrickson seconded the motion to approve Scheibe Farms' CREP 11017 & 11018 Inspection Report & Maintenance Plan. **Motion Carried.**
7. Jerry Hendrickson moved to approve, and Jesse Greene seconded the motion to enter contract negotiations with GeoEngineers for the Tenmile PA 64 Design project. **Motion Carried.**
8. Jesse Greene moved to approve, and Jerry Hendrickson seconded the motion to enter contract negotiations with GeoEngineers for the West Brach 3-5 Design project. **Motion Carried.**
9. Jerry Hendrickson moved to approve, and Jesse Greene seconded the motion to approve the FY2024 Lead Entity Contract. **Motion Carried.**
10. Jesse Greene moved to approve, and Jerry Hendrickson seconded the motion to approve the SCC Master Contract No 24-48. **Motion Carried.**
11. Jerry Hendrickson moved to approve, and Jesse Greene seconded the motion to approve the FY2024 Implementation Addendum. **Motion Carried.**
12. Jesse Greene moved to approve, and Jerry Hendrickson seconded the motion to approve the FY2024-25 CREP addendum. **Motion Carried.**

13. Jerry Hendrickson moved to approve, and Jesse Greene seconded the motion to approve the cost-share and landowner labor resolution. **Motion Carried.**
14. Jerry Hendrickson moved to approve, and Jesse Greene seconded the motion to approve the purchasing of the Meeting Owl 3 not to exceed \$1,500. **Motion Carried.**

**NEXT REGULAR BOARD MEETING**

**Thursday, July 6, 2023**

**6:00 p.m.**

  
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CHAIRMAN SIGNATURE

7-6-23

DATE

  
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SUPERVISOR SIGNATURE

7-6-23

DATE