



# Asotin County CONSERVATION DISTRICT

Thursday, November <sup>09</sup>11, 2023  
Board Meeting <sup>32</sup>

Minutes taken and prepared by: Jennifer Zipse

**12:03 p.m.:** Chairman, Levi Luhn called the Board meeting to order.

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

ACCD Staff present: Brad Riehle, Jennifer Zipse, Megan Stewart, Kodie Wight, Lacy Ausman-Ditto, Keaton Martin, Colleen Ozard

## PUBLIC COMMENT

None

## BID OPENING

PA-06 Wood Materials Bid Opening – one bid received from Ash Kickers, \$150,398.64

PA-78 Wood Materials Bid Opening – one bid received from Ash Kickers, \$172,167.12

Jerry Hendrickson moved, and Rod Hostetler seconded the motion for District staff to review bids for PA-06 and PA-78 and report back at the December board meeting. **Motion Carried.**

## EXECUTIVE SESSION

RCW 42.30.110(1)(g) –The board of supervisors called an executive session at 12:18 pm to review the performance of a public employee for 25 minutes. The executive session ended at 12:41 pm.

## MINUTES

Minutes from the October 5, 2023, board meeting was reviewed by the Board of Supervisors. Jesse Greene moved to approve, and Jerry Hendrickson seconded the motion to approve the minutes from the October 5, 2023, board meeting. **Motion Carried.**

## FINANCIAL REPORTS

Checks: October #18079 to #18140 and #2195 to #2199 and 10 EFT payments. Totaling \$449,965.83 were reviewed. Jerry Hendrickson moved to approve, and Jesse Greene seconded the motion to approve the October checks #18079 to #18140 and #2195 to #2199 and 10 EFT payments. Totaling \$449,965.83. **Motion Carried.**

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

## ACCD REPORTS

- Outstanding Cost-Share was reviewed by the Board of Supervisors.
  - There are numerous new projects, most of which are awaiting cultural resource surveys.
- The Project Status Report was reviewed by the Board of Supervisors.

- Cougar Creek officially wrapping up and retainage will be released by M.A. DeAtley Construction by the end of the month.
- Numerous forestry projects are being diligently worked on.
- Employee update reports were reviewed by the Board of Supervisors.
- Employee schedule was reviewed by the Board of Supervisors.

### **CORRESPONDENCE**

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

- The WACD Meeting is November 27-29<sup>th</sup>. Brad and Megan will attend.
- SCC held a meet and greet for two candidates for the executive director position.

### **NRCS REPORT**

No report

### **OLD BUSINESS**

2024-2028 Five Year Plan – There was no public comment on the plan. The Board also does not have any comments or edits to be made. The final approval of the plan will be on the December board meeting agenda.

### **NEW BUSINESS**

Mediterranean Sage Assessment and Treatment Update – One aerial and one ground application were completed. So far 790 acres have been assessed, with more to be planned in the near future. ACCD met with WDFW to plan a pro-active assessment and treatment plan. WDFW had not been pro-actively eradicating Med. Sage which is a Class A weed but acknowledged it needs to be moving forward. Kodie is working on a 2024 treatment plan and searching for new grant opportunities. She is also tracking EDRR species activity across the county.

CWPP Consultant Contracting – Upon thorough research, ACCD directly solicited the only two known consultants to update the Community Wildfire Protection Plan. One quote provided from Northwest Management does not meet the needs for an adequate plan. The second quote provided was from Ember Alliance, the quote is very robust and detailed; it meets all needs and grant deliverables. Jerry Hendrickson moved, and Jesse Green seconded the motion to enter into contract with Ember Alliance as the consultant to update the CWPP. **Motion Carried.**

VSP Agreement Amendment #9 – The amendment is to provide additional funds for monitoring, \$47,000. The Asotin County Commissioners already have approved the amendment.

Rod Hostetler moved to approve, and Jesse Greene seconded the motion to approve the VSP Agreement Amendment #9 with Asotin County. **Motion Carried.**

Cougar Creek Passage – Change Order #1 – The change order for the passage project includes additional pavement, additional chain link fence, barbwire fence, and reset footings/grade adjustment. Jesse Greene moved to approve, and Jerry Hendrickson seconded the motion to approve the Cougar Creek Passage Change Order #1 for \$35,760.50. **Motion Carried.**

Weather Station Locations – Stations were originally the #2 priority for funding in the end of biennium funding opportunity from the commission but wasn't funded since the #1 priority was funded; funding from this year's implementation grant was budgeted for three stations. Three new stations would cost roughly \$2,500. The new stations would be a tool to help make better conservation decisions based on the increase of data. The new data would also assist with proper drought declarations.

Jerry Hendrickson moved to approve, and Jesse Greene seconded the motion to approve the purchasing of three new weather stations. **Motion Carried.**

Computer Equipment Purchase – ACCD will begin a routine replacement schedule for computer equipment that becomes outdated. Currently, Colleen's PC and Brad's laptop are scheduled for replacement. These purchases will be through the District funds, not a grant. The list will be reviewed in the last quarter of every year. Jesse Greene moved to approve, and Jerry Hendrickson seconded the motion to approve the two computer equipment purchases. **Motion Carried.**

#### **PUBLIC COMMENT**

Megan – While attending the SE Area Meeting in October, Brad received a special recognition award from WSCC! Congratulations Brad!

Brad – Recently, Brad and Tony inspected ECP fencing. NRCS will be following up on the ECP fencing issues.

#### **EXECUTIVE SESSION**

RCW 42.30.110(1)(g) –The board of supervisors called an executive session at 2:08 pm to review the performance of a public employee for approximately 10 minutes. The executive session ended at 2:18

#### **ADJOURN**


The meeting was adjourned at 2:18 pm by Chairman, Levi Luhn.

#### *Review of Motions*


1. Jerry Hendrickson moved, and Rod Hostetler seconded the motion for District staff to review bids for PA-06 and PA-78 and report back at the December board meeting. **Motion Carried.**
2. Jesse Greene moved to approve, and Jerry Hendrickson seconded the motion to approve the minutes from the October 5, 2023, board meeting. **Motion Carried.**
3. Jerry Hendrickson moved to approve, and Jesse Greene seconded the motion to approve the October checks #18079 to #18140 and #2195 to #2199 and 10 EFT payments. Totaling \$449,965.83. **Motion Carried.**
4. Jerry Hendrickson moved, and Jesse Green seconded the motion to enter into contract with Ember Alliance as the consultant to update the CWPP. **Motion Carried.**
5. Rod Hostetler moved to approve, and Jesse Greene seconded the motion to approve the VSP Agreement Amendment #9 with Asotin County. **Motion Carried.**
6. Jesse Greene moved to approve, and Jerry Hendrickson seconded the motion to approve the Cougar Creek Passage Change Order #1 for \$35,760.50. **Motion Carried.**
7. Jerry Hendrickson moved to approve, and Jesse Greene seconded the motion to approve the purchasing of three new weather stations. **Motion Carried.**
8. Jesse Greene moved to approve, and Jerry Hendrickson seconded the motion to approve the two computer equipment purchases. **Motion Carried.**

**NEXT REGULAR BOARD MEETING**

**Thursday, December 7, 2023  
12:00 p.m.**

  
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CHAIRMAN SIGNATURE

12/07/23  
DATE

  
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SUPERVISOR SIGNATURE

12-7-23  
DATE