



Asotin County

CONSERVATION DISTRICT

Thursday, December 7, 2023

Board Meeting

Minutes taken and prepared by: Jennifer Zipse

12:04 p.m.: Chairman, Levi Luhn called the Board meeting to order.

Supervisors present: Jerry Hendrickson, Rod Hostetler, Levi Luhn, Jason Schlee

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

PUBLIC COMMENT

None

EXECUTIVE SESSION

RCW 42.30.110(1)(g) –The board of supervisors called an executive session at 12:05 pm to review the performance of a public employee for 35 minutes. The executive session ended at 12:40 pm.

MINUTES

Minutes from the November 9, 2023, board meeting was reviewed by the Board of Supervisors. Rod Hostetler moved to approve, and Jerry Hendrickson seconded the motion to approve the minutes from the November 9, 2023, board meeting. **Motion Carried.**

FINANCIAL REPORTS

Checks: November #18141 to #18195 and #2200 to #2205 and 6 EFT payments. Totaling \$158,634.54 were reviewed. Jerry Hendrickson moved to approve, and Jason Schlee seconded the motion to approve the November checks #18141 to #18195 and #2200 to #2205 and 6 EFT payments. Totaling \$158,634.54. **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.
 - Browne project is looking for alternative watering options.
- The Project Status Report was reviewed by the Board of Supervisors.
 - PA-06 & PA-78 are ready to begin staging of materials
 - PA 65, 66, 67 have adaptive management and monitoring completed
- 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.

- SCC has hired a new Executive Director, James Thompson.
- SCC has a new Chair, Larry Cochran and Vice Chair, Cherie Kearney.
- Riparian Grant programmatic guidelines are open for review and comments by January 2nd.

PARTNER AGENCY REPORT

Asotin County Emergency Services Director, Nick Bacon – Started position in October. Nick has a background as a firefighter. He will be a major partner for the Asotin Co. CWPP update.

OLD BUSINESS

2024-2028 Five Year Plan – Final draft is ready for submission. Jerry Hendrickson moved to approve, and Jason Schlee seconded the motion to approve ACCD's 2024-2028 Five Year Plan. **Motion Carried.**

PA-06 Wood Materials Bid – A single bid was submitted by Ash Kickers LLC for \$150,398.64 in November. ACCD will use SRFB and BPA funds to pay the contractor; additional funds can be requested later from SRFB if needed. Jason Schlee moved to approve, and Jerry Hendrickson seconded the motion to approve selecting Ash Kickers LLC as the contractor on the PA-06 Wood Materials project. **Motion Carried.**

PA-78 Wood Materials Bid – A single bid was submitted by Ash Kickers LLC for \$172,167.12 in November. ACCD will work with the landowner and contractor to complete the project in multiple phases over the next couple years. Jerry Hendrickson moved to approve, and Rod Hostetler seconded the motion to authorize Brad and Megan to enter negotiations with Ash Kickers LLC and Scheibe Farms for PA-78 to phase the project. **Motion Carried.**

NEW BUSINESS

Hostetler JV – 2023-16 Windbreak: Jason Schlee moved to approve, and Jerry Hendrickson seconded the motion to approve Hostetler JV's 2023-16 windbreak cost-share application. **Motion Carried.** Rod Hostetler abstained.

Hostetler JV – 2023-33 Terrace and Grassed Waterway: Jerry Hendrickson moved to approve, and Jason Schlee seconded the motion to approve Hostetler JV's 2023-33 terrace and grassed waterway cost-share application, with the addition of critical area planting BMP. **Motion Carried.** Rod Hostetler abstained.

Hostetler JV – 2023-34 Livestock Trough: Jerry Hendrickson moved to approve, and Jason Schlee seconded the motion to approve Hostetler JV's 2023-34 livestock trough cost-share application. **Motion Carried.** Rod Hostetler abstained.

Hostetler JV – 2023-35 Equipment Crossing: A new culvert and rocking project is needed in order to address erosion issues.

Brit Ausman and Rich Witters – Gully Erosion Project: After many years of roadway runoff, erosion has created a 600 ft. by 14 ft deep gully. The project would include culverts and pipe down to a pond with a dissipator. ACCD staff will research options for rates, funding, and a proper timeline for the gully erosion project.

Annual Meeting and Election Date – The annual meeting and election will be held on the same date and have the same meeting layout as 2023. Jerry moved to approve, and Jason Schlee seconded the motion to approve holding the Annual Meeting and Election on March 14, 2024. **Motion Carried.**

NACD 2024 Dues – Jerry Hendrickson moved to approve, and Jason Schlee seconded the motion to pay the Gold Rate of \$775 for the NACD 2024 dues. **Motion Carried.**

Landowner Agreements DIP Forest Health Treatments – Forest health projects with DIP are not to exceed 8” diameter trees. Rod Hostetler moved to approve, and Jerry Hendrickson seconded the motion to approve D. Keim, J. Denham, and S & C Desart’s landowner agreements for DIP forest health treatments. **Motion Carried.**

Weather Station Landowner Agreements and Site Selection – Three new locations need to be selected as host sites. Selection of the landowner is based upon filling in the location gaps. ACCD will directly contact those residents in the gap areas, they must have an interest and internet access to be selected as a host site. If there is more than one landowner interested in the area, then a lottery draw system will be created for selection. This method would allow staff to get agreements in place before 2024. Jerry Hendrickson moved to approve, and Jason Schlee seconded the motion to approve the landowner agreement form and site selection method of three new weather stations. **Motion Carried.**

Rates & Charges – Conservation Districts in partnership with the County have the option to establish direct rates and charges tax within the district boundary. RCW 89.08 currently allows a maximum of \$5.00 per parcel and \$0.10 per acre. ACCD will not be pursuing rates and charges at this time. This information was provided so the board knew the potential funds that would be generated in rates and charges were pursued in the future.

PUBLIC COMMENT

Rich Witters – “The District is doing a bang-up job and is an enjoyable place to visit.”

EXECUTIVE SESSION

RCW 42.30.110(1)(g) –The board of supervisors called an executive session at 2:46 pm to review the performance of a public employee and to evaluate the qualifications of an applicant for public employment for approximately 10 minutes. The executive session ended at 2:54.

ADJOURN

The meeting was adjourned at 2:54 pm by Chairman, Levi Luhn.

Review of Motions

1. Rod Hostetler moved to approve, and Jerry Hendrickson seconded the motion to approve the minutes from the November 9, 2023, board meeting. **Motion Carried.**
2. Jerry Hendrickson moved to approve, and Jason Schlee seconded the motion to approve the November checks #18141 to #18195 and #2200 to #2205 and 6 EFT payments. Totaling \$158,634.54. **Motion Carried.**
3. Jerry Hendrickson moved to approve, and Jason Schlee seconded the motion to approve ACCD’s 20247-2028 Five Year Plan. **Motion Carried.**
4. Jason Schlee moved to approve, and Jerry Hendrickson seconded the motion to approve selecting Ash Kickers LLC as the contractor on the PA-06 Wood Materials project. **Motion Carried.**

5. Jerry Hendrickson moved to approve, and Rod Hostetler seconded the motion to authorize Brad and Megan to enter negotiations with Ash Kickers LLC and Scheibe Farms for PA-78 to phase the project. **Motion Carried.**
6. Jason Schlee moved to approve, and Jerry Hendrickson seconded the motion to approve Hostetler JV's 2023-16 windbreak cost-share application. **Motion Carried.** Rod Hostetler abstained.
7. Jerry Hendrickson moved to approve, and Jason Schlee seconded the motion to approve Hostetler JV's 2023-33 terrace and grassed waterway cost-share application, with the addition of critical area planting BMP. **Motion Carried.** Rod Hostetler abstained.
8. Jerry Hendrickson moved to approve, and Jason Schlee seconded the motion to approve Hostetler JV's 2023-34 livestock trough cost-share application. **Motion Carried.** Rod Hostetler abstained.
9. Jerry moved to approve, and Jason Schlee seconded the motion to approve holding the Annual Meeting and Election on March 14, 2024. **Motion Carried.**
10. Jerry Hendrickson moved to approve, and Jason Schlee seconded the motion to pay the Gold Rate of \$775 for the NACD 2024 dues. **Motion Carried.**
11. Rod Hostetler moved to approve, and Jerry Hendrickson seconded the motion to approve D. Keim, J. Denham, and S & C Desart's landowner agreements for DIP forest health treatments. **Motion Carried.**
12. Jerry Hendrickson moved to approve, and Jason Schlee seconded the motion to approve the landowner agreement form and site selection method of three new weather stations. **Motion Carried.**

NEXT REGULAR BOARD MEETING

**Thursday, January 11, 2024
12:00 p.m.**



CHAIRMAN SIGNATURE

01/11/24
DATE



SUPERVISOR SIGNATURE

1-11-24
DATE