



Asotin County

CONSERVATION DISTRICT

Thursday, January 11, 2024

Board Meeting

Minutes taken and prepared by: Jennifer Zipse

12:08 p.m.: Chairman, Levi Luhn called the Board meeting to order.

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

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

PUBLIC COMMENT

None

PARTNER AGENCY REPORTS

None

MINUTES

Minutes from December 7, 2023, and December 13, 2023, board meetings were reviewed by the Board of Supervisors. Jesse Greene moved to approve, and Jason Schlee seconded the motion to approve the minutes from the December 7, 2023, and December 13, 2023, board meetings. **Motion Carried.**

FINANCIAL REPORTS

Checks: December #18196 to #18260 and #2206 to #2210 and 5 EFT payments. Totaling \$169,379.47 were reviewed. Jerry Hendrickson moved to approve, and Jesse Greene seconded the motion to approve the December #18196 to #18260 and #2206 to #2210 and 5 EFT payments. Totaling \$169,379.47. **Motion Carried.**

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

- Increase in budgets for WSCC Engineering & WSCC Forest Health & Wildfire Resiliency. Funding will allow for the PA-78 material acquisition contract to be finalized.

ACCD REPORTS

- Outstanding Cost-Share was reviewed by the Board of Supervisors.
- 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.

- Riparian Grant programmatic guidelines: the review and comment period was extended to January 17th.
- Both Brad & Megan have attended the SCC Round Table
- Legislative days are coming up: Brad & Megan will continue to monitor and give updates as needed

NEW BUSINESS

NRI Funding – ACCD had previously selected manure management projects to use NRI funding on, but only two landowners had updated their CNMPs. A request to shift priority to sedimentation and erosion control projects. This shift would allow for recent projects to be funded without depleting other grant funds. *Jerry Hendrickson moved to approve, and Jason Schlee seconded the motion to approve shifting NRI funding to sedimentation and erosion control. **Motion Carried.***

PA 06 Ash Kickers' Contract – In April of 2024, local tax will increase by 0.2%. A cost adjustment for the contract is needed to reflect the increase. *Jesse Greene moved to approve, and Jerry Hendrickson seconded the motion to approve the cost adjustment for the PA 06 Ash Kickers' Contract. **Motion Carried.***

Dustin Browne – 2023-02 Rev. 1 – As discussed previously, the landowner was approved for a livestock well and ended up with a dry hole. To move forward with completion of the project, 2 water gaps need to be installed to provide livestock water. *Jerry Hendrickson moved to approve, and Jesse Greene seconded the motion to approve Dustin Browne's 2023-02 Rev. 1 cost-share application. **Motion Carried.***

Hostetler JV – 2024-01: Equipment Crossing – *Jesse Greene moved to approve, and Jerry Hendrickson seconded the motion to approve Hostetler JV's 2024-01 cost-share application. **Motion Carried.***

Brit Ausman and Rich Witters – 2024-02: Gully Erosion Project - *Jerry Hendrickson moved to approve, and Jesse Greene seconded the motion to approve Rich Witters' 2024-02 cost-share application. **Motion Carried.***

Landowner Agreements DIP Forest Health Treatments – Forest health thinning, pruning, and slash removal projects.

- K. Spring: 1.5 acres. *Jerry Hendrickson moved to approve, and Jason Schlee seconded the motion to approve K. Spring's landowner agreement for DIP forest health treatments. **Motion Carried.***
- R. Spring: 1.5 acres. *Jesse Greene moved to approve, and Jason Schlee seconded the motion to approve R. Spring's landowner agreement for DIP forest health treatments. **Motion Carried.***
- D. Randles: 1.25 acres. *Jason Schlee moved to approve, and Jesse Greene seconded the motion to approve D. Randle's landowner agreement for DIP forest health treatments. **Motion Carried.***

2024 Election Resolution – The election resolution states that ACCD will hold the Board of Supervisor election on March 14, 2024. Rod Hostetler's elected term is expiring and Jason Schlee's appointed term is expiring. *Jerry Hendrickson moved to approve, and Jesse Greene seconded the motion to approve the 2024 election resolution. **Motion Carried.***

PUBLIC COMMENT

None

EXECUTIVE SESSION

RCW 42.30.110(1)(g) –The board of supervisors called an executive session at 12:50 pm for approximately 2.5 hours to review the performance of a public employee. The executive session ended at 3:16.

*Jason Schlee moved and Jerry Hendrickson seconded a motion to temporarily change Amanda Schmidt's employment status from full-time regular to part-time irregular effective January 1, 2024. **Motion Carried.***

*Jerry Hendrickson moved and Jason Schlee seconded a motion to adopt the updated wage ranges. **Motion Carried.***

*Jesse Greene moved and Jason Schlee seconded a motion to approve the wage and benefit change recommendations. **Motion Carried.***

*Jesse Greene moved and Jerry Hendrickson seconded a motion to change Kodie Wight's position from Resource Technician to Conservation Planner/Environmental Compliance Specialist. **Motion Carried.***

*Jerry Hendrickson moved and Jesse Greene seconded a motion to have 2 formal check in meetings with each staff member per year. **Motion Carried.***

ADJOURN

The meeting was adjourned at 3:22 pm by Chairman, Levi Luhn.

Review of Motions

1. Jesse Greene moved to approve, and Jason Schlee seconded the motion to approve the minutes from the December 7, 2023, and December 13, 2023, board meetings. **Motion Carried.**
2. Jerry Hendrickson moved to approve, and Jesse Greene seconded the motion to approve the December #18196 to #18260 and #2206 to #2210 and 5 EFT payments. Totaling \$169,379.47. **Motion Carried.**
3. *Jerry Hendrickson moved to approve, and Jason Schlee seconded the motion to approve shifting NRI funding to sedimentation and erosion control. **Motion Carried.***
4. *Jesse Greene moved to approve, and Jerry Hendrickson seconded the motion to approve the cost adjustment for the PA 06 Ash Kickers' Contract. **Motion Carried.***
5. *Jerry Hendrickson moved to approve, and Jesse Greene seconded the motion to approve Dustin Browne's 2023-02 Rev. 1 cost-share application. **Motion Carried.***
6. *Jesse Greene moved to approve, and Jerry Hendrickson seconded the motion to approve Hostetler JV's 2024-01 cost-share application. **Motion Carried.***
7. *Jerry Hendrickson moved to approve, and Jesse Greene seconded the motion to approve Rich Witters' 2024-02 cost-share application. **Motion Carried.***
8. K. Spring: 1.5 acres. *Jerry Hendrickson moved to approve, and Jason Schlee seconded the motion to approve K. Spring's landowner agreement for DIP forest health treatments. **Motion Carried.***
9. R. Spring: 1.5 acres. *Jesse Greene moved to approve, and Jason Schlee seconded the motion to approve R. Spring's landowner agreement for DIP forest health treatments. **Motion Carried.***
10. D. Randles: 1.25 acres. *Jason Schlee moved to approve, and Jesse Greene seconded the motion to approve D. Randle's landowner agreement for DIP forest health treatments. **Motion Carried.***

11. Jerry Hendrickson moved to approve, and Jesse Greene seconded the motion to approve the 2024 election resolution. **Motion Carried.**
12. Jason Schlee moved and Jerry Hendrickson seconded a motion to temporarily change Amanda Schmidt's employment status from full-time regular to part-time irregular effective January 1, 2024. **Motion Carried.**
13. Jerry Hendrickson moved and Jason Schlee seconded a motion to adopt the updated wage ranges. **Motion Carried.**
14. Jesse Greene moved and Jason Schlee seconded a motion to approve the wage and benefit change recommendations. **Motion Carried.**
15. Jesse Greene moved and Jerry Hendrickson seconded a motion to change Kodie Wight's position from Resource Technician to Conservation Planner/Environmental Compliance Specialist. **Motion Carried.**
16. Jerry Hendrickson moved and Jesse Greene seconded a motion to have 2 formal check in meetings with each staff member per year. **Motion Carried.**

NEXT REGULAR BOARD MEETING

**Thursday, February 8, 2024
12:00 p.m.**



CHAIRMAN SIGNATURE

2/6/24
DATE



SUPERVISOR SIGNATURE

02/08/24
DATE