



Asotin County

CONSERVATION DISTRICT

Thursday, June 6, 2024
Board Meeting
Minutes taken by: Jennifer Zipse

6:07 p.m.: Chairman, Levi Luhn called the Board meeting to order.

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

ACCD Staff present: Jennifer Zipse, Megan Stewart, Brad Riehle, Tony Monzingo, Sarah Figg

Public present via GoToMeeting: Cody Floch

PUBLIC COMMENT

None

PARTNER AGENCY REPORTS

None

MINUTES

Minutes from May 9, 2024, 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 May 9, 2024, board meeting. **Motion Carried.***

FINANCIAL REPORTS

Checks: May #18464 to #18517 and #2227 to #2232 and 7 EFT payments. Totaling \$170,383.08
*Jerry Hendrickson moved to approve, and Jesse Greene seconded the motion to approve the checks from May #18464 to #18517 and #2227 to #2232 and 7 EFT payments. Totaling \$170,383.08. **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.
- 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.

- Cover crop funding will be announced to landowners via The Dirt newsletter.

BMP DESCRIPTIONS

Select Non-Commercial and general BMPs descriptions were reviewed and discussed by the Board of Supervisors.

OLD BUSINESS

None

NEW BUSINESS

Scheibe Farms PA-78 Construction Landowner Agreement

*Jesse Greene moved to approve, and Jason Schlee seconded the motion to approve Scheibe Farms' PA-78 construction landowner agreement. **Motion Carried.***

WW Cattle LLC – 2024-18 Pasture/Hayland Replant

*Jason Schlee moved to approve, and Jesse Greene seconded the motion to approve WW Cattle LLC's 2024-18 Pasture/Hayland Replant cost-share application. **Motion Carried.***

MR Stock & Stubble – 2021-44 Extension Request: Water Development

*Jesse Greene moved to approve, and Jerry Hendrickson seconded the motion to approve MR Stock & Stubble's 2021-44 Extension Request for December 15, 2024. **Motion Carried.***

Hendrickson Ranch – 2024-19 Riparian

*Jesse Greene moved to approve, and Jason Schlee seconded the motion to approve Hendrickson Ranch's 2024-19 Riparian cost-share application. **Motion Carried.** Jerry Hendrickson abstained.*

Hendrickson Ranch – DIP Agreement 2024-19 Riparian Maintenance

*Jesse Greene moved to approve, and Jason Schlee seconded the motion to approve Hendrickson Ranch's DIP agreement for cost-share 2024-19 riparian maintenance. **Motion Carried.** Jerry Hendrickson abstained.*

Hendrickson Ranch – DIP Agreement PA-06

*Jesse Greene moved to approve, and Jason Schlee seconded the motion to approve Hendrickson Ranch's DIP agreement for PA-06. **Motion Carried.** Jerry Hendrickson abstained*

Gerald and Betty Halsey JV – 2024-20 Riparian

Board of Supervisors discussed the planning of the new riparian project.

Gerald and Betty Halsey JV – Spring Developments

Board of Supervisors discussed the planning of the new spring development project.

Over Per Diem Approval – WADE Lodging

*Jason Schlee moved to approve, and Jesse Greene seconded the motion to approve the over per diem request for WADE lodging. **Motion Carried.** Jerry Hendrickson abstained.*

CREP Audit Update – FSA was given an extension to June 28th from the national office to finish CREP audits. So far, no audits have been conducted in Asotin County. We are being told the Conservation Districts and Clarkston NRCS staff cannot be a part of the updating planning process on existing contracts. Weekly meetings to receive updates will be scheduled soon. The ACCD Board supports staff giving CREP contract holders updates after each meeting.

Motor Pool Lease Agreement for Chevy Pickup – There has been an annual loss for every year that ACCD has had the lease for the Chevy and the amount of the lease costs has grown significantly. ACCD can terminate the lease agreement with 30 days’ notice. While the decision to lease made sense at the time, it may no longer be the best option for ACCD. There will be a one-time increase to the Implementation grant Megan recommended utilizing \$40,000 to purchase a vehicle to replace the leased Chevy. The Board supports staff looking to purchase a different pickup using the Implementation funds.

Implementation Addendum – *Jason Schlee moved to approve, and Jerry Hendrickson seconded the motion to approve adding language to the Implementation addendum to include the purchase of a pickup. **Motion Carried.***

CREP TA Award – FY2025 CREP TA has a budget of \$56,849 for ACCD (could change after audits).

Engineering Request – Currently, three projects need engineering, totaling \$119,017.73. *Jerry Hendrickson moved to approve, and Jesse Greene seconded the motion to approve submitting the engineering request and addendum if funded by WSCC. **Motion Carried.***

End of FY Funding Update – ACCD was able to use all of the end of FY funds. Two 4-wheelers, plus five helmets were purchased, in addition to two new laptops and four mini-iPads.

First Amendment Audits – Procedures have been developed to prepare and educate staff for handling a potential First Amendment Audit. These procedures will be reviewed during the next staff meeting. ACCD supports open access to government and encourages staff to engage with all members of the public in a professional manner.

PUBLIC COMMENT

None

ADJOURN

The meeting was adjourned at 7:45 pm by Chairman, Levi Luhn

Review of Motions

1. *Jesse Greene moved to approve, and Jerry Hendrickson seconded the motion to approve the minutes from the May 9, 2024, board meeting. **Motion Carried.***
2. *Jerry Hendrickson moved to approve, and Jesse Greene seconded the motion to approve the checks from May #18464 to #18517 and #2227 to #2232 and 7 EFT payments. Totaling \$170,383.08. **Motion Carried.***
3. *Jesse Greene moved to approve, and Jason Schlee seconded the motion to approve Scheibe Farms’ PA-78 construction landowner agreement. **Motion Carried.***
4. *Jason Schlee moved to approve, and Jesse Greene seconded the motion to approve WW Cattle LLC’s 2024-18 Pasture/Hayland Replant cost-share application. **Motion Carried.***
5. *Jesse Greene moved to approve, and Jerry Hendrickson seconded the motion to approve MR Stock & Stubble’s 2021-44 Extension Request for December 15, 2024. **Motion Carried.***
6. *Jesse Greene moved to approve, and Jason Schlee seconded the motion to approve Hendrickson Ranch’s 2024-19 Riparian cost-share application. **Motion Carried.** Jerry Hendrickson abstained.*

7. *Jesse Greene moved to approve, and Jason Schlee seconded the motion to approve Hendrickson Ranch's DIP agreement for PA-06. **Motion Carried.** Jerry Hendrickson abstained*
8. *Jason Schlee moved to approve, and Jesse Greene seconded the motion to approve the over per diem request for WADE lodging. **Motion Carried.** Jerry Hendrickson abstained.*
9. *Jason Schlee moved to approve, and Jerry Hendrickson seconded the motion to approve adding language to the Implementation addendum to include the purchase of a pickup. **Motion Carried.***
10. *Jerry Hendrickson moved to approve, and Jesse Greene seconded the motion to approve submitting the engineering request and addendum if funded by WSCC. **Motion Carried.***


NEXT REGULAR BOARD MEETING

Thursday, July 11, 2024
6:00 p.m.



CHAIRMAN SIGNATURE

7-11-2024
DATE



SUPERVISOR SIGNATURE

7-11-24
DATE