



Thursday, September 5, 2024
Board Meeting
Minutes taken by: Jennifer Zipse

6:00 p.m.: Chairman, Levi Luhn called the Board meeting to order.

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

ACCD Staff present: Jennifer Zipse, Megan Stewart, Kodie Wight, Lacy Ausman-Ditto, Keaton Martin, Sarah Figg

ACCD Staff present by phone: Brad Riehle

PUBLIC COMMENT

None

EXECUTIVE SESSION

RCW 42.30.110(1)(g) –The board of supervisors called an executive session at 6:00 pm for approximately 20 minutes to review the performance of a public employee. The executive session ended at 6:18 pm.

PARTNER AGENCY REPORTS

NRCS report from Mitch Ruchert – “There is not a whole lot to update you on this month, but I am happy to report that we have completed our work for FY24 EQIP and CSP applications. I will have official FY24 contract numbers and obligation amounts for Asotin County at next month’s meeting. I am also pleased to report that we have filled the East Area Cultural Resources Specialist position. Dr. William Schroeder has started with the agency and is working on our backlog of cultural resource surveys, this will really help facilitate getting more conservation on the ground in a timely fashion for Asotin County. We also have filled our East Area Range Management Specialist position. Tiffani Walker has filled that vacancy. This will be a great help to our livestock producers who have prescribed grazing plans and livestock producers who are interested in implementing a prescribed grazing plan in their operation. The East Area is also in the process of filling a Conservation Engineering Technician position to help out with our engineering project workload. That is all I have for this month. I hope everyone had a great harvest and has a great rest of their week. Thank you!”

MINUTES

Minutes from August 8, 2024, board meeting was reviewed by the Board of Supervisors. *Rod Hostetler moved to approve, and Jesse Greene seconded the motion to approve the minutes from the August 8, 2024, board meeting. Motion Carried.*

FINANCIAL REPORTS

Checks: August #18618 to #18662 and #2248 to #2255 and 7 EFT payments. Totaling \$129,719.39
*Jerry Hendrickson moved to approve, and Jesse Greene seconded the motion to approve the checks from August #18618 to #18662 and #2248 to #2255 and 7 EFT payments. Totaling \$129,719.39. **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.
 - Asotin PA-06 construction is completed.
 - Kelly Creek PA-45 is delayed until September 12th.
- 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.
- SE Area Meeting, Uniontown, October 17 at 9:30 am

OLD BUSINESS

None

NEW BUSINESS

Glen Landrus – 2024-33 Forest Health Treatment

*Jerry Hendrickson moved to approve, and Jesse Greene seconded the motion to approve Glen Landrus' 2024-33 forest health treatment cost-share application. **Motion Carried.***

Rocky Ridge Land and Cattle – 2024-34 Weed Control

*Rod Hostetler moved to approve, and Jerry Hendrickson seconded the motion to approve Rocky Ridge Land and Cattle's 2024-34 weed control cost-share application. **Motion Carried.***

Crawford Crops LLC

The Board discussed Crawford Crops LLC's cover crop project.

Brandi Crawford

The Board discussed Brandi Crawford's non-commercial livestock project.

Brad Forgey – Heavy Use Area Protection

The Board discussed Brad Forgey's heavy use area protection project.

Weather Station Locations

ACCD has purchased six new weather stations. The stations will help to fill in the data gaps when weather systems hit different parts of Asotin County. Landowners/homeowners were contacted in specific geographic areas, those who voiced interest in hosting a station will go into a drawing for a final

selection to host. Fewer landowners/homeowners in the Meyers Ridge and Grouse Flats areas voiced interest and met the criteria for hosting.

*Jerry Hendrickson moved to approve, and Jesse Greene seconded the motion to delegate staff to do a drawing for the final location selections and to sign agreements. **Motion Carried.***

Delegation of Authority to sign CRP Conservation Plans

FSA field offices were told that Conservation Districts now must sign CRP Conservation Plans to comply with the Farm Bill. There are six current contracts in Asotin County.

*Jesse Greene moved to approve, and Jerry Hendrickson seconded the motion to approve the authorization for staff to sign the Asotin County CRP Conservation Plans. **Motion Carried.** *Rod Hostetler abstained.*

Operations Manual

The Board will review the following sections of the manual: overview, background, mission statement, Section 1: general district operations, Section 2: financial policies and procedures, and Section 3: insurance.

Staffed Crew Proposal

Since the WCC crew is no longer a suitable fit for ACCD, Megan researched recommendations for the Board to staff a crew. While there is an increased cost to staffing a crew, the benefits offset the cost greatly. The initial plan is to start the process of developing a crew by starting the search for a crew leader. If we are unable to find a good candidate, the process will not move forward, and the District will explore other options to address the workload gaps for project implementation. The board supports starting with a small crew including a leader and 2 crew members.

*Jesse Greene moved to approve, and Jerry Hendrickson seconded the motion to approve the initial search to hire a crew leader. **Motion Carried.***

PUBLIC COMMENT

None

EXECUTIVE SESSION

RCW 42.30.110(1)(g) –The board of supervisors called an executive session at 8:10 pm for approximately 30 minutes to review the performance of a public employee. The executive session ended at 8:40 pm.

ADJOURN

The meeting was adjourned at 8:41 pm by Chairman, Levi Luhn.

Review of Motions

1. *Rod Hostetler moved to approve, and Jesse Greene seconded the motion to approve the minutes from the August 8, 2024, board meeting. **Motion Carried.***
2. *Jerry Hendrickson moved to approve, and Jesse Greene seconded the motion to approve the checks from August #18618 to #18662 and #2248 to #2255 and 7 EFT payments. Totaling \$129,719.39. **Motion Carried.***
3. *Jerry Hendrickson moved to approve, and Jesse Greene seconded the motion to approve Glen Landrus' 2024-33 forest health treatment cost-share application. **Motion Carried.***
4. *Rod Hostetler moved to approve, and Jerry Hendrickson seconded the motion to approve Rocky Ridge Land and Cattle's 2024-34 weed control cost-share application. **Motion Carried.***

5. *Jerry Hendrickson moved to approve, and Jesse Greene seconded the motion to delegate staff to do a drawing for the final location selections and to sign agreements. **Motion Carried.***
6. *Jesse Greene moved to approve, and Jerry Hendrickson seconded the motion to approve the authorization for staff to sign the Asotin County CRP Conservation Plans. **Motion Carried.** *Rod Hostetler abstained.*
7. *Jesse Greene moved to approve, and Jerry Hendrickson seconded the motion to approve the initial search to hire a crew leader. **Motion Carried.***

NEXT REGULAR BOARD MEETING

**Thursday, October 10, 2024
6:00 p.m.**



CHAIRMAN SIGNATURE

10/16/24
DATE



SUPERVISOR SIGNATURE

10-16-2024
DATE