



# Asotin County CONSERVATION DISTRICT

Thursday, October 16, 2024  
SPECIAL 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, Jesse Greene, Jason Schlee

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

Public present online/call-in: Mitch Ruchert (NRCS)

## **PUBLIC COMMENT**

Levi Luhn – “Why doesn’t ACCD do an additional plant sale in the fall?”

Answer - We are unable to get species other than some conifers.

## **EXECUTIVE SESSION**

RCW 42.30.110(1)(g) –The board of supervisors called an executive session at 6:00 pm for approximately 30 minutes to review the performance of a public employee. The executive session ended at 6:29 pm.

## **PARTNER AGENCY REPORTS**

NRCS report from Mitch Ruchert – “The FY2025 EQIP deadline is October 22<sup>nd</sup>. There are currently seven CSP applications in Asotin County. I will soon be moving to the Pomeroy office, where I have accepted a position but will still help in Asotin County. A new position will open up for the Clarkston office.”

## **MINUTES**

Minutes from September 5, 2024, board meeting was reviewed by the Board of Supervisors. *Jerry Hendrickson moved to approve, and Jason Schlee seconded the motion to approve the minutes from the September 5, 2024, board meeting. Motion Carried.*

## **FINANCIAL REPORTS**

Checks: September #18663 to #18708 and #2256 to #2261 and 6 EFT payments, totaling \$478,795.76. *Jerry Hendrickson moved to approve, and Jesse Greene seconded the motion to approve the checks from September #18663 to #18708 and #2256 to #2261 and 6 EFT payments, totaling \$478,795.76. 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.
  - This was the last time Tony Monzingo presents this report to the board since his last day at ACCD is 10/18/2024.

- The Project Status Report was reviewed by the Board of Supervisors.
  - Kelly Creek PA-45 is completed.
- 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<sup>th</sup>
  - WACD Annual Meeting, Spokane, December 2-4. Jerry, Jason, Megan and Brad will be registered to attend this year.

### **OLD BUSINESS**

None

### **NEW BUSINESS**

Colleen Ozard – 2024-27 Pasture Planting

*Jerry Hendrickson moved to approve, and Jesse Greene seconded the motion to approve Colleen Ozard's 2024-27 pasture planting cost-share application. **Motion Carried.***

Crawford Crops LLC – 2024-29 Cover Crops

*Jesse Greene moved to approve, and Jason Schlee seconded the motion to approve Crawford Crops LLC's 2024-29 cover crops cost-share application. **Motion Carried.***

\*Levi Luhn handed the Chair position over to Jesse Greene.

Luhn Cattle – 2024-17 Spring Development

*Jerry Hendrickson moved to approve, and Jason Schlee seconded the motion to approve Luhn Cattle's 2024-17 spring development cost-share application. **Motion Carried.** \*Levi Luhn abstained.*

\*Jesse Greene handed the Chair position back to Levi Luhn.

Terry Busch – 2024-26 Spring Development

*Jerry Hendrickson moved to approve, and Jesse Greene seconded the motion to approve Terry Busch's 2024-26 spring development cost-share application. **Motion Carried.***

Brit Ausman – 2021-44 Rev. 2 Water Development

*Jerry Hendrickson moved to approve, and Jesse Greene seconded the motion to approve Brit Ausman's 2021-44 rev. 2 water development cost-share application. **Motion Carried.***

Garin & Agnes McCarthy – 2024-36 Forestry

*Jerry Hendrickson moved to approve, and Jesse Greene seconded the motion to approve Garin & Agnes McCarthy's 2024-36 forestry cost-share application. **Motion Carried.***

Upcoming Forestry Projects

Mastication projects are being planned with landowners as part of their forestry conservation plans but ACCD needs guidance from the Nez Perce Tribe on exactly how cultural resources should proceed. ACCD needs to make sure that the proper channels are being navigated for clearance. There will also be more discussion on how to best remove hazardous trees.

#### DOE Agricultural Spot Burn Delegation Authority

ACCD currently has the delegation to issue ag. Spot burn permits to landowners, the delegation expires every two years and then needing approval again by the ACCD Board and Asotin Co. Commissioners.

*Jesse Greene moved to approve, and Jerry Hendrickson seconded the motion to approve the DOE agricultural spot burn delegation authority for the next two years. **Motion Carried.***

#### December Board Meeting Date

The December Board meeting needs to be moved to December 12<sup>th</sup> due to the WACD Annual Meeting and time off for Thanksgiving.

*Jerry Hendrickson moved to approve, and Jesse Greene seconded the motion to approve changing the Board Meeting date to December 12<sup>th</sup> at 12pm. **Motion Carried.***

#### Operations Manual

The Board will review the following sections of the manual: overview, background, mission statement, Section 4: public records, Section 5: goods and services procurement and management, and Section 6: travel. Megan received clarification from the Board on questions she had for the sections already reviewed and discussed structure for the personnel policy section since we will have professional and field staff who will have different work schedules/hours in the future.

#### CD Elections Policy Questionnaire

All WA conservation districts have been asked to complete the CD elections policy questionnaire to share how this study would impact their district. Other than monetary issues, ACCD would find major issues if the Board were to be selected based on the County being divided into specific regions. ACCD would also struggle with Board members only being allowed to be named to one single position on the ballot; board members already hold seats on other boards.

#### SRFB Lead Entity Committee Asotin County Citizen Member

One of the citizen member positions has been vacant for a while now. Megan has received confirmation that Courtney Smith (retiree from NRCS in Asotin County) is willing and able to serve on the SRFB Lead Entity Committee.

*Jason Schlee moved to approve, and Jerry Hendrickson seconded the motion to approve adding Courtney Smith as an Asotin County citizen member to the SRFB Lead Entity Committee. **Motion Carried.***

#### WACD Annual Meeting Registration

Brad, Megan, Jerry, and Jason plan to register and attend the WACD Annual Meeting in December.

#### **PUBLIC COMMENT**

Jason Schlee – How can ACCD help with or support natural disaster recovery efforts?

Response – Avenues of how to help will be researched. NACD may have some options since they have conservation district membership nationwide.

#### **EXECUTIVE SESSION**

RCW 42.30.110(1)(g) –The board of supervisors called an executive session at 8:24 pm for approximately 30 minutes to review the performance of a public employee. The executive session ended at 8:51 pm.

**ADJOURN**

The meeting was adjourned at 8:52 pm by Chairman, Levi Luhn.

*Review of Motions*

1. Jerry Hendrickson moved to approve, and Jason Schlee seconded the motion to approve the minutes from the September 5, 2024, board meeting. **Motion Carried.**
2. Jerry Hendrickson moved to approve, and Jesse Greene seconded the motion to approve the checks from September #18663 to #18708 and #2256 to #2261 and 6 EFT payments, totaling \$478,795.76. **Motion Carried.**
3. Jerry Hendrickson moved to approve, and Jesse Greene seconded the motion to approve Colleen Ozard's 2024-27 pasture planting cost-share application. **Motion Carried.**
4. Jesse Greene moved to approve, and Jason Schlee seconded the motion to approve Crawford Crops LLC's 2024-29 cover crops cost-share application. **Motion Carried.**
5. Jerry Hendrickson moved to approve, and Jason Schlee seconded the motion to approve Luhn Cattle's 2024-17 spring development cost-share application. **Motion Carried.** \*Levi Luhn abstained.
6. Jerry Hendrickson moved to approve, and Jesse Greene seconded the motion to approve Terry Busch's 2024-26 spring development cost-share application. **Motion Carried.**
7. Jerry Hendrickson moved to approve, and Jesse Greene seconded the motion to approve Brit Ausman's 2021-44 rev. 2 water development cost-share application. **Motion Carried.**
8. Jerry Hendrickson moved to approve, and Jesse Greene seconded the motion to approve Garin & Agnes McCarthy's 2024-36 forestry cost-share application. **Motion Carried.**
9. Jesse Greene moved to approve, and Jerry Hendrickson seconded the motion to approve the DOE agricultural spot burn delegation authority for the next two years. **Motion Carried.**
10. Jerry Hendrickson moved to approve, and Jesse Greene seconded the motion to approve changing the Board Meeting date to December 12<sup>th</sup> at 12pm. **Motion Carried.**
11. Jason Schlee moved to approve, and Jerry Hendrickson seconded the motion to approve adding Courtney Smith as an Asotin County citizen member to the SRFB Lead Entity Committee. **Motion Carried.**

**NEXT REGULAR BOARD MEETING**

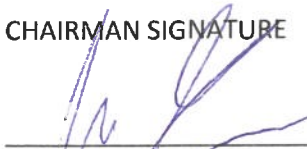
**Thursday, November 7, 2024  
12:00 p.m.**

  
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CHAIRMAN SIGNATURE

11-07-24

DATE

  
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SUPERVISOR SIGNATURE

11-7-2024

DATE