



Thursday, December 12, 2024  
Monthly Board Meeting  
Minutes taken by: Jennifer Zipse

**12:03 p.m.:** Chairman, Levi Luhn called the Board meeting to order.

Supervisors present: Jerry Hendrickson, Jesse Greene, Rod Hostetler, Levi Luhn  
ACCD Staff present: Jennifer Zipse, Megan Stewart, Brad Riehle, Kodie Wight, Lacy Ausman-Ditto

#### **PUBLIC COMMENT**

None

#### **EXECUTIVE SESSION**

RCW 42.30.110(1)(g) –The board of supervisors called an executive session at 12:15 pm for approximately 50 minutes to review the performance of a public employee. The executive session ended at 1:02 pm.

#### **PARTNER AGENCY REPORTS**

None

#### **MINUTES**

Minutes from November 7, 2024, and November 21, 2024, board meetings were reviewed by the Board of Supervisors. *Rod Hostetler moved to approve, and Jesse Greene seconded the motion to approve the minutes from the November 7, 2024, and November 21, 2024, board meetings. **Motion Carried.***

#### **FINANCIAL REPORTS**

Checks: November #18762 to #18788 and #2269 to #2272 and 6 EFT payments, totaling \$100,416.34. *Jerry Hendrickson moved to approve, and Jesse Greene seconded the motion to approve the checks from November #18762 to #18788 and #2269 to #2272 and 6 EFT payments, totaling \$100,416.34. **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.
  - Next three years will be busy for instream projects
  - Possible new grant to be applied for from SRFB for PALS in Mill Creek

- Employee update reports were reviewed by the Board of Supervisors.
  - District has quite a few new purchases
  - ¾ ton Dodge Ram was purchased for crew to utilize
  - Chevy from WA Motor Pool was returned to WSCC during WACD and saved us from making a trip to Olympia
- Employee schedule was reviewed by the Board of Supervisors.

### **CORRESPONDENCE**

- WSCC – District Digest was reviewed by the Board of Supervisors.

### **OLD BUSINESS**

None

### **NEW BUSINESS**

Roger Clouse – 2024-38 Forest Health & Wildfire Resilience Project

*Jerry Hendrickson moved to approve, and Jesse Greene seconded the motion to approve Roger Clouse's 2024-38 Forest Health & Wildfire Resilience Project cost-share application. **Motion Carried.***

Robert Vantrease – 2024-39 Forest Health & Wildfire Resilience Project, Phase 2

*Jesse Greene moved to approve, and Jerry Hendrickson seconded the motion to approve Robert Vantrease's 2024-39 Forest Health & Wildfire Resilience Project, phase 2 cost-share application. **Motion Carried.***

Tim and Melinda Lane – 2024-40 Forest Health & Wildfire Resilience Project

*Rod Hostetler moved to approve, and Jesse Greene seconded the motion to approve Tim and Melinda Lane's 2024-40 Forest Health & Wildfire Resilience Project cost-share application. **Motion Carried.***

Matthew and Lacy Ditto – Weed Management Program Participant Agreement 24-03

*Rod Hostetler moved to approve, and Jesse Greene seconded the motion to approve Matthew and Lacy Ditto's Weed Management Program Participant Agreement 24-03. **Motion Carried.***

Robert Crothers – Weed Management Program Participant Agreement 24-04

*Jerry Hendrickson moved to approve, and Jesse Greene seconded the motion to approve Robert's weed management program participant agreement. **Motion Carried.***

WW Cattle LLC – 2024-37 Pasture/Hayland Planting (Range)

*Jesse Greene moved to approve, and Jerry Hendrickson seconded the motion to approve WW Cattle LLC's 2024-37 Pasture/Hayland Planting (Range) cost-share application. **Motion Carried.***

Annual Meeting and Election Date

*Jesse Greene moved to approve, and Jerry Hendrickson seconded the motion to approve setting the Annual Meeting and Election Date for March 13, 2025. **Motion Carried.***

Resolution 2024-2 Public Records Index

By law, public agencies are required to have a Public Records Index. The RCW allows agencies to pass a resolution to not have an index for specific reasons, primarily cost burden and significant disruption to business.

*Rod Hostetler moved to approve, and Jesse Greene seconded the motion to approve the Resolution 2024-2: Public Records Index. **Motion Carried.***

## CWPP Update

Town Hall was held on December 11<sup>th</sup> to provide a detailed overview of the draft of the Community Wildfire Protection Plan for Asotin County. The public comment period opened at that time and will remain open until January 8, 2025. The previous plan was completed in 2008; the new plan is custom and robust for the entire county.

## District Operations Manual

Megan has three sections left to finish drafting. All completed sections were given to the Board to review.

## BMP Descriptions (appendix to DOM)

The Board has reviewed all of the BMP descriptions over the course of the last year.

*Jesse Greene moved to approve, and Jerry Hendrickson seconded the motion to approve the BMP descriptions (appendix to DOM). **Motion Carried.***

## Crew Member Job Posting

Now that the crew leader has been hired, crew members need to be hired. Depending on the applicants, the goal is to hire 3 crew members. The crew leader will be a part of the hiring process.

*Jerry Hendrickson moved to approve, and Jesse Greene seconded the motion to approve the Crew Member Job Posting. **Motion Carried.***

## PUBLIC COMMENT

Megan – While at the WACD Annual Meeting, two of ACCD’s Supervisors were recognized for their years of service on the Board. Jerry Hendrickson has served 25 years, and Rod Hostetler has served 15 years. Thank you!

## EXECUTIVE SESSION

RCW 42.30.110(1)(g) –The board of supervisors called an executive session at 2:35 pm for approximately 35 minutes to review the performance of a public employee. The executive session ended at 3:10 pm.

## **ADJOURN**

The meeting was adjourned at 3:10 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 November 7, 2024, and November 21, 2024, board meetings. **Motion Carried.***
- 2. Jerry Hendrickson moved to approve, and Jesse Greene seconded the motion to approve the checks from November #18762 to #18788 and #2269 to #2272 and 6 EFT payments, totaling \$100,416.34. **Motion Carried.***
- 3. Jerry Hendrickson moved to approve, and Jesse Greene seconded the motion to approve Roger Clouse’s 2024-38 Forest Health & Wildfire Resilience Project cost-share application. **Motion Carried.***
- 4. Jesse Greene moved to approve, and Jerry Hendrickson seconded the motion to approve Robert Vantrease’s 2024-39 Forest Health & Wildfire Resilience Project, phase 2 cost-share application. **Motion Carried.***

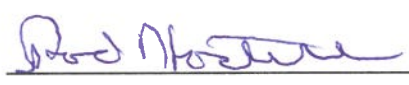
5. Rod Hostetler moved to approve, and Jesse Greene seconded the motion to approve Tim and Melinda Lane's 2024-40 Forest Health & Wildfire Resilience Project cost-share application. **Motion Carried.**
6. Rod Hostetler moved to approve, and Jesse Greene seconded the motion to approve Matthew and Lacy Ditto's Weed Management Program Participant Agreement 24-03. **Motion Carried.**
7. Jerry Hendrickson moved to approve, and Jesse Greene seconded the motion to approve Robert's weed management program participant agreement. **Motion Carried.**
8. Jesse Greene moved to approve, and Jerry Hendrickson seconded the motion to approve WW Cattle LLC's 2024-37 Pasture/Hayland Planting (Range) cost-share application. **Motion Carried.**
9. Jesse Greene moved to approve, and Jerry Hendrickson seconded the motion to approve setting the Annual Meeting and Election Date for March 13, 2025. **Motion Carried.**
10. Rod Hostetler moved to approve, and Jesse Greene seconded the motion to approve the Resolution 2024-2: Public Records Index. **Motion Carried.**
11. Jesse Greene moved to approve, and Jerry Hendrickson seconded the motion to approve the BMP descriptions (appendix to DOM). **Motion Carried.**
12. Jerry Hendrickson moved to approve, and Jesse Greene seconded the motion to approve the Crew Member Job Posting. **Motion Carried.**

**NEXT REGULAR BOARD MEETING**

**Thursday, January 9, 2025  
12:00 p.m.**

  
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CHAIRMAN SIGNATURE

1/9/25  
DATE

  
\_\_\_\_\_  
SUPERVISOR SIGNATURE

1-9-25  
DATE