

Adams Conservation District
118 East Main Ave., Ritzville, WA 99169
Board Meeting Minutes
October 19, 2017

Attending: Curtis Hennings, Michael Broeckel, Ron Hennings; Partner Agencies: Ann Swannack, NRCS

The meeting was called to order by Curtis Hennings at 7:44 pm.

Reports from Guests/Partner Agencies/Manager:

- **NRSC: Ann Swannack**

Ann made note of a couple deadlines coming up with the first being November 17th for the State Wide Initiative while March 16th is the final sign-up for the local work group. Ann noted that the 2018 EQIP added two eligible practices which include, Agrichemical Handling Facility and On-Farm Secondary Containment. It was commented that the secondary containment facility can be as simple as Eco blocks with a liner. NRCS is offering EQIP cost share for producers who are transitioning to Direct Seed in phases. Ann handed out an information flyer regarding NRCS's portal for viewing contracts online called Client Gateway. Producers interested in this added benefit can contact their local NRCS office for initiating the setup. NRCS has hired a new technician, Scott Stevens, who will be working in both Lincoln and Adams County. Stevens is new to NRCS and is currently working on Irrigation Water Management and Livestock Watering projects. NRCS is also working on annual HEL status reviews. In addition to the Client Gateway information flyer, Ann also handed out a one page information sheet on 2018 EQIP.

Minutes: Ron moved to approve the minutes for September 21, 2017. Michael seconded the motion; motion passed.

Financial Report: Michael moved to approve the financial report for August 2017 showing end balances of \$109,994.63 (money market) and \$99,727.04 (checking), and to approve checks numbered 13859–13863 and all ACH/EFT transactions from July 18th – September 21st. Total deductions \$7,233.79 and liability \$4.64. Ron seconded the motion; motion passed.

Michael moved to approve the financial report for September 2017 showing end balances of \$109,999.15 (money market) and \$91,559.08 (checking), and to approve checks numbered 13864 – 13869 and all ACH/EFT transactions from September 22nd – October 19th. Total deductions \$3,911.81 and liability \$4.64. Ron seconded the motion; motion passed.

Old Business:

Curtis found a buyer for the surplus Baja ATV that was originally listed for sale at \$1,000, but after failing to get the item in running order the price had been lowered to \$500. The potential buyer made an offer as is for \$300 which was accepted. The funds and merchandise is expected to change hands on 10/20/17. Some discussion was had on what to list the Soil Probe for and it was felt that due to a lack of

potential buyers for this item a price of \$250 was justified. Curtis indicated that he would be contacting Central Washington Machinery in Moses Lake regarding the Hydraulic Jack Hamer and Auger that is currently on consignment.

The board briefly discussed where things were at with incorporating the City of Ritzville into Adams CD. It was noted in correspondence from Cara that the paperwork has been received back from the City and that she would work on wrapping this up upon her return.

The board had discussion on filing the vacant supervisor position. It was decided that Cara would need to contact Mike Baden first to make sure that proper procedures were followed for the advertising of the open position prior to contacting any interested individuals. The board will have Cara reach out to Baden regarding this process.

New Business:

The board discussed giving Pat Tremaine (bookkeeper) a raise as recommended by Cara. Pat has been with the District since April 2016 and has been steadily improving with the bookkeeping as well as provided some much needed assistance with the equipment surplus and document archiving projects. Cara's recommended a pay raise of \$1.00/hour taking her compensation rate to \$17.00/hour.

Michael moved to approve giving Pat Tremaine a \$1.00/hr raise, changing her hourly rate from \$16/hr to \$17/hr effective November 1, 2017. Ron seconded the motion; motion passed.

The meeting was adjourned at 8:48 pm by Curtis Hennings.

Minutes approved by: _____ Date: _____

Minutes prepared by: _____ Date: _____

The next regular meeting is scheduled for November 16, 2017 at 7:30 pm.