

Adams Conservation District
118 East Main Ave., Ritzville, WA 99169
Board Meeting Minutes
October 21, 2021

Attending: (Via Zoom) Curtis Hennings, Ron Hennings, Michael Broeckel, Branden Spencer;
Staff: Cara Hulce; Guest: Mike Baden

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

Reports from Guests/Partner Agencies/Manager:

- **Mike Baden, WSCC**

The Commission approved all of the recommendations put forward by the Joint Committee on Elections. These recommendations require legislative action and they don't yet know when that could happen, but they will not go into effect in time to impact 2022 elections. Recommendations approved include: conduct elections every other year, extend supervisor terms to 4 years, conduct district elections during one Conservation Month, and allow conservation districts the option to go on the general ballot. Mike reminded us to be aware of the requirement to publish the first of our two Notices of the Adopted Election Resolution in the paper within 7 days of the adoption of the resolution at the board meeting. Also make sure no important elections deadlines fall on a holiday or weekend.

Kirk Robinson is currently serving as Interim Executive Director for the Conservation Commission. The Executive Search Committee is working through the process to fill the position permanently. They also have staff positions to fill.

Was great to see Cara on the Area Meeting, WACD might be reaching out to see if there is any interest from board members in participating on committee work.

- **Cara Hulce, Manager**

The 3 NRI cost-share agreements are ready for district approval and TA agreements have been signed.

WACD NC area meeting went well, 4 resolutions passed and supervisors are encouraged to attend the annual meeting at the end of the WACD conference in November. The conference is November 2nd-20th and will include 8 sessions that are 2.5hrs each.

Members can attend virtually.

Ron's up for reelection this year. We'll plan to adopt the election resolution at the November meeting and do mail in ballots.

Minutes: Branden moved to approve the meeting minutes for September 23, 2021. Ron seconded the motion; motion passed.

Financial Report: Michael moved to approve the financial report for May 2021 showing end balances of \$117,852.97 (money market) and \$119,666.76 (checking), and to approve checks numbered 14181 - 14186 and all ACH/EFT transactions from May 21 – June 17, 2021. Total deductions \$8,047.19 and liability \$1,406.51. Branden seconded the motion; motion passed.

Michael moved to approve the financial report for August 2021 showing end balances of \$117,861.88 (money market) and \$145,160.44 (checking), and to approve checks numbered 14204 - 14213 and all ACH/EFT transactions from August 20 – September 25, 2021. Total deductions \$8,843.71 and liability \$849.70. Branden seconded the motion; motion passed.

Michael moved to approve the financial report for September 2021 showing end balances of \$117,864.79 (money market) and \$145,115.98 (checking), and to approve checks numbered 14214 - 14216 and all ACH/EFT transactions from September 26 – October 9, 2021. Total deductions \$3,486.70 and liability \$908.57. Branden seconded the motion; motion passed.

Old Business:

- Still no luck finding a bookkeeper. Cara contacted accountants Grandinetti & Barton and Account Sense to see if either of them could handle the bookkeeping. Account Sense can provide assistance remotely for a flat monthly rate. We'll still need to pay the bills and make deposits, then send them supporting documentation. The district needs to switch as many payments as possible to electronic instead of check to make things more efficient. After reviewing the feedback from the auditor on handling EFTs, Michael recommended setting up auto pay through the bank for reoccurring payments and continue to require a supervisor's approval for those payments prior to disbursement, as we do with payroll. Cara will work on getting this set up and a policy for handling EFTs.

New Business:

- The board reviewed David Harder's cost-share agreement for assistance with a well and watering facility. Project to be funded by 22-27-NR grant

Branden moved to approve David Harder's cost-share agreement for assistance with a well and watering facility. Michael seconded the motion; motion passed.

- The board reviewed Branden Spencer's cost-share agreement for assistance with a well and watering facility. Project to be funded by 22-27-NR grant.

Michael moved to approve Branden Spencer's cost-share agreement for assistance with a well and watering facility. Ron seconded the motion; motion passed. Branden abstained from the vote.

- The board reviewed Kyle Harder's cost-share agreement for assistance with watering facilities and pipeline at his newly moved feedlot. Project to be funded by 22-27-NR grant.

Michael moved to approve Kyle Harder’s cost-share agreement for assistance with watering facilities and pipeline retroactively to September 13, 2021 as discussed with WSCC and WCD. Branden seconded the motion; motion passed.

- Operators are interested in using float balls/bird balls in livestock watering troughs to keep them from freezing over during the winter and reduce evaporation during the summer. Mike said this might be able to be covered under our grants. Cara will get more information.

The meeting was adjourned at 9:12 p.m. by Curtis Hennings.

Minutes approved by: _____ Date: _____

Minutes prepared by: _____ Date: _____

The next board meeting is scheduled for November 18, 2021 at 7:30 pm via Zoom.