

Adams Conservation District
118 East Main Ave., Ritzville WA 99169
Board Meeting Minutes
March 16, 2017

Attending: Ron Hennings, Curits Hennings, Michael Broeckel, Rob Dewald; Staff: Cara Hulce; NRCS: Ann Swannack

The meeting was called to order by Curtis Hennings at 7:21pm.

Reports from Guests/Partner Agencies/Manger:

- **NRCS: Ann Swannack**

Ann said they hired a new soil conservation technician, but still need a resource conservationist. They've received 12 CSP applications and are reviewing EQIP applications, most of which are seeking assistance with livestock watering and irrigation. Since ACD and NRCS work together through the RCPP, Ann reviewed civil rights information emphasizing the need to keep operator info private and not discriminate. She also discussed IPMPriME, a tool that operators can use to assess risks of pesticide use. Michael inquired about the efficiency and availability of getting cultural resource surveys done through NRCS.

- **Manager Work Report: Cara Hulce**

Cara updated the board on work progress since the last meeting, discussed current and potential projects, and reviewed grant funding status (see Work Report and Grant Financial Worksheet).

***Minutes:* A quorum of attendees at the February 16th, 2017 meeting will not be available to approve the minutes.**

***Financial Report:* Michael moved to approve the financial report for February 2017 showing end balances of \$103,453.66 (money market) and \$91,207.77 (checking), and to approve checks numbered 13809-13817 and all ACH/EFT transactions from February 17th – March 16th. Total deductions: \$8,078.09. Rob seconded the motion; motion passed.**

Old Business:

The board discussed what to do with the remaining surplus. They agreed to let scrappers remove the random pieces of metal/wire and a few board members will haul out remaining office surplus on February 29th at 9am. There are still some tools in the shop that haven't sold, so the board agreed to sell off remaining miscellaneous items for a lump sum of \$300.

The board discussed progress on topics addressed during the last long range plan review. Cara has been looking for funding opportunities for roadside buffers and will wait to see what info is compiled during the VSP planning process before further researching Adams County's wetlands. The board discussed information received from Steven VanVleet on seeding into rangeland. Ann will ask one of her staff for information on rangeland drills.

The board discussed site visit options for the field tour ACD is hosting in May.

New Business:

The board reviewed a cost-share application from Cody Schoesler requesting assistance to help install a livestock watering facility.

Michael moved to approve Schoesler's cost-share application for assistance installing a livestock watering facility. Ron seconded the motion; motion passed.

Michael informed the board that he and Cara went through the Schedule 22 and WSCC's accountability requirements prior to the meeting and everything looked good.

The board reviewed RCW 89.08.210 and 89.08.220. They also decided not to pay NACD dues.

The ACD leave policy needs to be updated so that accrual rates align with current annual hours worked, so the board reviewed leave accrual rates for state employees and neighboring districts.

Michael moved to update ACD's leave accrual policy to match the accrual scale for WA state employees. Ron seconded the motion; motion passed.

Since Cara uses her personal cell phone so much for work, she requested a monthly stipend to help cover the expense. The board discussed the cost of a separate phone and Cara's current phone expense.

Rob moved to pay Cara \$50 per month to help cover cell phone expenses since she is using her personal phone for work. Michael seconded the motion; motion passed.

The board agreed to allow Cara to attend a 3-day buffer training course in Walla Walla April 18-20th.

The meeting was adjourned at 10:06pm by Curtis Hennings.

Minutes approved by: _____ Date: _____

Minutes prepared by: _____

The next regular meeting is scheduled for April 20th, 2017 at 7:30pm.