

Adams Conservation District
118 East Main Ave., Ritzville, WA 99169
Board Meeting Minutes
April 18, 2019

Attending: Curtis Hennings; Michael Broeckel; Ron Hennings; / Guests: Marie Lotz, GCCD

The meeting was called to order by Curtis Hennings at 7:40 pm.

Reports from Guests/Partner Agencies/Manager:

- None

Minutes: Ron moved to approve the minutes for March 21, 2019. Michael seconded the motion; motion passed.

Financial Report: **Michael moved to approve the financial report for March 2019 showing end balances of \$116,383.62 (money market) and \$103,889.77 (checking), and to approve checks numbered 13997 - 14000 and all ACH/EFT transactions from March 22nd – April 18th. Total deductions \$5,148.99 and liability \$194.27. Gary seconded the motion; motion passed.**

Old Business:

- VSP: Cara reported that she has not been able to connect with Elsa at Lincoln County CD yet regarding a joint coordinator. Cara will continue to communicate with Elsa and provide the board with updates as they are received.

Marie Lotz with Grant County CD spoke on how their district is handling VSP and how Adams CD could proceed and what we should consider. The first step that Marie suggested is to reach out to the landowners within the district to get resources plans done. Cara and Marie will first start with a mass mailing to landowners to explain VSP and why landowners should participate as it seems that there is a lot of confusion among the landowners on what VSP is. Marie was going to work up an MOU and send to Adams CD for our next board meeting.

Michael made a motion to approve an MOU with Grant County CD to assist in VSP. Ron seconded the motion; motion passed.

- City of Ritzville Project: Cara reported that the potential project for City of Ritzville seems within ACD's scope with funding thru the NRI grant. Cara will continue to look into this project and follow back with the board as needed.
- Office Lease: Cara reached out to ACD's landlord regarding the potential for some tenant improvements. The landlord estimates the cost to be roughly \$500 for a window to be placed in the office currently being used as the file room.

Michael made a motion to approve tenant improvements being requested with an authorized expense not to exceed \$550. Ron seconded the motion; motion passed.

- Annual Financial Report: Cara reported that Patty Eldridge of Franklin CD was in this week to pull together all of the information that she would need to prepare ACD's annual financial report. Cara noted that the report would be ready to review and approve at the May board meeting.
- McRae Project: Luke and James with PRLCD ran into each other at a meeting and Luke had asked if it was possible to get a time extension or payment for just completing part of the project. James wasn't sure so Cara talked to him about how that works for his future projects and then followed up with Luke. Cara talked to Luke the month prior to remind him of the deadline, but Luke had just recently met with the driller and things were taking longer than expected. Cara and Luke talked through the different aspects of his project and Luke thinks he'll be able to get everything done in time.

New Business:

- Cow Creek Pruning Project (Rex Harder / Ron Hennings): Both projects on Cow Creek for Rex Harder & Ron Hennings are expected to start around the first of May as the arborist has been scheduled. The board reviewed and had discussion regarding the cost share agreement for Ron Hennings on Cow Creek.

Michael made a motion to approve the Ron Hennings Cost Share Agreement for the Cow Creek Pruning project. Curtis seconded the motion; motion passed. It is being noted that Ron Hennings abstained from the vote on this matter.

The meeting was adjourned at 9:10 pm by Curtis Hennings.

Minutes approved by: _____ Date: _____

Minutes prepared by: _____ Date: _____

The next regular meeting is scheduled for May 16th, 2019 at 7:30 pm.