

**Adams Conservation District**  
**118 East Main Ave., Ritzville, WA 99169**  
**Special Board Meeting Minutes**  
**July 25, 2019**

**Attending:** Curtis Hennings; Michael Broeckel; Rob Dewald; Ron Hennings / **Guests:** Mike Baden, WSCC

**The meeting was called to order by Curtis Hennings at 7:50 pm.**

**Reports from Guests/Partner Agencies/Manager:**

- Mike Baden, WSCC
  - o **Grants and New Biennium**
    - **Addendums:** We discussed the funding contained within the IM grant that is specific to the expressed purpose of protecting habitat to benefit salmon and southern resident orcas. To this end, \$11,111 of the \$95,600 implementation grant award must be dedicated for this purpose and have its own outcome on our Addendum. Mike noted that an outcome was placed in the approved addendum for this purpose.
    - **Livestock Technical Assistance:** We discussed the livestock Technical Assistance application period that has recently opened. This funding is focused specifically on technical assistance/planning for livestock operations to implement an on the ground project or that the activities will specifically lead to an on the ground project.
    - **NRI projects:** Mike mentioned that WSCC was able to award each district's top two projects that were entered into CPDS upon the start of the biennium. Mike noted that there were projects in the works at ACD that were not quite ready yet. Michael reported that Cara may have a couple new leads for projects.
    - **Elections Meeting** – As noted there will be an all districts elections meeting on August 21<sup>st</sup> in Ellensburg.
    - **Annual Report of Accomplishments** – As mentioned the Annual Report of Accomplishments is due on August 26<sup>th</sup>.
    - **Columbia Basin Sustainable Groundwater Coalition** – Mike shared the latest happenings from the last meeting. There will be another meeting on August 15<sup>th</sup> at 9:00 in Moses Lake.

**Minutes:** Rob moved to approve the minutes for June 20, 2019. Ron seconded the motion; motion passed.

**Financial Report:** Michael moved to approve the financial report for May 2019 showing end balances of \$116,393.34 (money market) and \$111,107.06 (checking), and to approve checks numbered 14009 - 14017 and all ACH/EFT transactions from May 17<sup>th</sup> – June 20<sup>th</sup>. Total deductions \$18,571.20 and liability \$303.04. Ron seconded the motion; motion passed.

Michael moved to approve the financial report for June 2019 showing end balances of \$116,398.12 (money market) and \$92,973.25 (checking), and to approve checks numbered 14018 - 14030 and all ACH/EFT transactions from June 21<sup>st</sup> – July 25<sup>th</sup>. Total deductions \$34,196.03 and liability \$356.00. Ron seconded the motion; motion passed.

**Old Business:**

- VSP: VSP in Adams County is now on hold as the county will need to approve for the new fiscal year. It is anticipated that Adams County will move to have Grant County CD act as the lead for Adams County as this was how it was administered last year. Potential participating districts (ACD, GCCD & LCD) will need to meet again potentially in September to keep the process moving forward.
- Ducks Unlimited: Curtis reported that he had a conversation with Tina Blewett of DU and they would like to continue with the Cow Creek water monitoring project for the upcoming year. Tina was going to put together cost estimates for monitoring the project on a quarterly and semi-annual basis for the new year and report back to ACD.
- City of Ritzville Project: Cara reported that she had a conversation with the City of Ritzville and that this project is being postponed with an expected revisit time in ACD FY 2021. The city is working on a storm water plan that needs to be addressed prior to the project they were looking at with ACD.
- McRae Project: Cara reported that the McRae project was completed and closed out prior to the 6/30 fiscal year end of the district.
- Employee Matters / Landowner Outreach: The board had discussion on Cara's employment status as it pertains to her physical presence in the office and outreach to landowners. The board will be requesting an update from Cara at the September board meeting on when she thinks her return will be and how ACD will function during the interim to ensure that we are making progress and meeting the vision and purpose of ACD. Michael volunteered to reach out to Cara to initiate this discussion and begin working with Cara on how operations will look this fiscal year.

**New Business:**

- Upcoming potential projects: Cara reported that there are 2 potential projects that may be in the works with 2 different land owners. These projects are still in the very early stages and Cara will report back to the board as things progress and materialize.
- WSCC FY20 Grant Addendum: The board reviewed the WSCC fiscal year 2020 grant Addendum that is previously referenced in the notes from Mike Baden's discussion.

**Rob made a motion to approve the WSCC FY20 Grant Addendum as presented. Ron seconded the motion; motion passed.**

- ACD Annual Report: The district's annual report of accomplishments is due by 8/26. Cara noted that this is on her "to-do" list and that she would be able to get submitted to WSCC by the deadline.
- Interlocal Agreement with PRLCD: The board reviewed and had discussion on an interlocal agreement with Palouse Rock Lake CD pertaining to a direct seed grant that they were awarded. Furthermore, it was discussed that it would probably be good to have PRLCD District Manager, James Schierman, attend one of our upcoming board meetings to discuss the direct seed grant.
- WACD Annual Dues: The board reviewed an invoice from WACD for the new Fiscal Year's dues of \$2,640. In the past years, ACD has elected not to pay these dues. However, the current dues are under consideration and will be revisited when a new WACD executive director is hired.

- WCS Membership: The Washington Conservation Society presented a membership opportunity to ACD that can provide assistance for grants and open the door for grant opportunities through their 501(c)(3) status. The annual membership dues are \$150.

**Michael made a motion to approve the WCS Membership and cost of \$150. Rob seconded the motion; motion passed.**

**The meeting was adjourned at 9:25 pm by Curtis Hennings.**

Minutes approved by: \_\_\_\_\_ Date: \_\_\_\_\_

Minutes prepared by: \_\_\_\_\_ Date: \_\_\_\_\_

**The next regular meeting is scheduled for September 19, 2019 at 7:30 pm.**