

Adams Conservation District
118 East Main Ave., Ritzville, WA 99169
Board Meeting Minutes
August 26, 2021

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

The meeting was called to order by Curtis Hennings at 7:37 p.m.

Reports from Guests/Partner Agencies/Manager:

- **Mike Baden, WSCC**
Commission staff are taking COVID precautions and not meeting in person. Biennial reports are due by September 24th. Possible changes to the election process are still under consideration. The required annual elections training is on September 23rd at 9am. The cultural resource draft policy revision is out for comment until September 1st, the proposed changes shouldn't make a huge difference in the process. The Commission director is leaving so they'll be recruiting a new one.

- **Cari Roepke, NRCS**
Half of the staff are working in office and all are required to wear masks due to COVID. Erick the new soil conservationist in Ritzville starts in September. Lauren who has been working in Ritzville will now be helping in Davenport. They've approved 8 CSP contracts and have completed the CRP renewals for FY21 in Adams Co. EQIP sign-up is going on now.

- **Cara Hulce, Manager**
Cara presented the NRI addendum for FY22 & 23. Project TA will be covered by neighboring districts. She will be completing the biennial report to Commission soon. Since there hasn't been any more interest in the part-time bookkeeping position, she's advertising again and considering other options. The new signature page is ready for signing at the bank.

Minutes: Michael moved to approve the meeting minutes for June 17, 2021. Ron seconded the motion; motion passed.

Financial Report: No financial report was prepared since the district is without a bookkeeper.

New Business:

- The board reviewed the FY22-23 NRI addendum.

Michael moved to approve the biennium NRI addendum. Ron seconded the motion; motion passed. Branden abstained.

- There was discussion on pay rate and options for finding a new part-time bookkeeper.

Branden moved to increase our bookkeeping position rate of pay up to \$23/hr. Michael seconded the motion; motion passed.

Cara will continue to advertise and spread the word with neighboring districts. If we can't find anyone, we may have to use an accountant.

- The board discussed paying Ducks Unlimited the proposed \$11,000 for water monitoring on Cow Creek now that the district knows its FY22 budget.

Branden moved to approve paying Ducks Unlimited \$11,000 for water monitoring and reporting through June 30, 2022. Michael seconded the motion; motion passed.

- The board discussed paying the WACD dues and decided to table the decision until the next meeting.

The meeting was adjourned at 8:53 p.m. by Curtis Hennings.

Minutes approved by: _____ Date: _____

Minutes prepared by: *Cara Hulce* Date: 9-23-2021

The next board meeting is scheduled for August 16, 2021 at 7:30 pm via Zoom.