

**Adams Conservation District**  
**118 East Main Ave., Ritzville, WA 99169**  
**Board Meeting Minutes**  
**March 16, 2023**

**Attending:** Supervisors: Curtis Hennings, Ron Hennings, Michael Broeckel, Gary Cook, Branden Spencer; Staff: Cara Hulce; NRCS: Marika Kearsley

**The meeting was called to order by Curtis Hennings at 7:43 p.m.**

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

- **Marika Kearsley, NRCS**
  - Cari will be acting area conservationist and Marika will be active district conservationist while the current area conservationist is on maternity leave.
  - There have been 6 EQIP applications obligated in Lincoln Co. and 9 in Adams Co. (4 CIG). There are 46 applications in Lincoln and 26 in Adams that are unobligated, but hopefully those that are eligible for IRA will get funded.
  - For CSP 13 IRA specific applications in Lincoln and 1 in Adams was obligated. There are 22 classic applications in Lincoln and 14 in Adams that are unobligated, so NRCS is contacting these individuals to see if they want to apply for the IRA funding. NRCS is taking IRA applications until March 30<sup>th</sup>.
  - CRP general signup closes April 7<sup>th</sup>. Several contracts will be expiring this summer.
  - NRCS is working on scheduling the local work group meeting.
  - The board asked Marika about seeding rangeland and she suggested the Truax range drill.
  
- **Cara Hulce, Manager**
  - The election is complete. Curtis has unofficially been re-elected.
  - SCC director was terminated.
  - Columbia Bank is being taken over by Umpqua Bank and we're ready for the online banking transition on the 20<sup>th</sup>.

***Minutes:*** Gary moved to approve the meeting minutes for February 16, 2023.

**Branden seconded the motion; motion passed.**

***Financial Report:*** Michael moved to approve the financial report for February 2023 showing end balances of \$117,914.76 (money market) and \$125,752.41 (checking), and to approve all ACH/EFT transactions from February 1 – February 28, 2023. Total deductions were \$14,229.76 and liability was \$1,820.70. Gary seconded the motion; motion passed.

***Old Business:***

- We got updated crime coverage information from Enduris after further review of our Traveler's plan. Previously we'd been covered for \$50,000 and the board felt it would be good to continue being covered at this amount.

**Michael moved to amend the motion regarding crime coverage that was approved last month by increasing coverage with Enduris from \$5,000 to \$50,000. Ron seconded the motion; motion passed.**

- The board reviewed Rankin’s billboard mockup. He needs to change National to Natural and suggest bolding the contact information instead of the services. Cara will follow up with Rankin regarding changes.

**Ron moved to approve the bid from Flying Arts (John Rankin) for \$2,990.52 to update the ACD billboard. Branden seconded the motion; motion passed.**

***New Business:***

- The board reviewed the draft website policy. Cara couldn’t find any great recent website policies and has a request in to Mike Baden for a copy of SCC’s policy to use as a comparison.

**Gary moved to table approving the website policy until SCC’s policy and/or additional policy guidance can be obtained. Michael seconded the motion; motion passed.**

- Curtis called an executive session for employee evaluation at 9:47pm. The board will be in executive session until 10pm.
- All supervisors and Cara watched the Open Public Meeting Act and Public Records Act training videos. Cara will submit the training completion information to SCC.

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

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

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

**The next board meeting is scheduled for April 20, 2023 at 7:30 pm.**