

Adams Conservation District
118 East Main Ave., Ritzville, WA 99169
Board Meeting Minutes
February 15, 2024

Attending: Supervisors: Curtis Hennings, Ron Hennings, Michael Broeckel, Branden Spencer, Gary Cook; Staff: Cara Hulce; Guests: Marika Kearsley (NRCS), Mike Baden (WSCC)

The meeting was called to order by Curtis Hennings at 7:38 p.m.

Reports from Guests/Partner Agencies/Manager

- **Mike Baden, WSCC**
 - WSCC's new director came on in December.
 - The legislative session is in progress.
 - Mike will be doing the annual CAPP evaluation for the district soon, so far everything looks good.
 - He discussed the West Palouse Local Work Group (WPLWG) meeting coming up on February 21st in Ritzville.
- **Marika Kearsley, NRCS**
 - NRCS is working on ranking EQIP applications, they should know who's eligible by the end of next week.
 - CSP ranking starts in April.
 - Liz is the new employee at the Ritzville office and they are also looking to fill a soil conservationist position.
 - She hopes to get a good turnout at the upcoming local work group meeting.
- **Cara Hulce, Manager**
 - Once the ground is suitable the cultural resource survey for D. Harder's fencing projects will be completed. Cara will be following up with landowners to check on project progress and remind everyone when projects need to be completed.
 - We're still looking for projects that fit the IM funding timeline to use up the remaining money.
 - Tina and Cara will be meeting with Ecology to discuss if Curtis's creek restoration project might qualify for their Streamflow Restoration grant.
 - The district had issues with remote access, so switched to a new program that's better and cheaper.
 - Cara attended the SAO annual filing webinar to go over the changes to the annual financial reporting and reporting system updates.
 - Branden Spencer was the only one to submit a candidate information form and will be a declared candidate on the ballot.
 - Cara reminded the board of the date and time of the WPLWG meeting and sent an email with the Zoom link.

Minutes: Branden moved to approve the meeting minutes for December 21, 2023. Michael seconded the motion; motion passed.

Financial Report: Michael moved to approve the financial report for December 2023 showing end balances of \$118,009.35 (money market) and \$170,847.94 (checking), and to approve all ACH/EFT transactions from December 1 – December 31, 2023. Total deductions were \$5,156.24 and liability was \$1,255.04. Gary seconded the motion; motion passed.

Financial Report: Michael moved to approve the financial report for January 2024 showing end balances of \$118,019.37 (money market) and \$169,454.29 (checking), and to approve checks numbered 14268 – 14270 and all ACH/EFT transactions from January 1 – January 31, 2024. Total deductions were \$5,203.36 and liability was \$1,303.04. Branden seconded the motion; motion passed.

Old Business:

- Potential projects using IM funding were discussed.
- Curtis reported that Kevin at Ecology said he’s been backed up, but Curtis should get his water right permit this year!

New Business:

- There’s an operator looking to get assistance purchasing a WeedIt spot sprayer and Cara asked Mike for his help finding out if that is an eligible practice under the Sustainable Farms and Fields (SFF) grant since it meets the objectives, but isn’t on the practice list. Mike will talk to the SFF coordinator and the other regional managers. Michael will send Cara information about another operator interested in assistance purchasing a WeedIt spot sprayer. Cara will wait to hear back from Mike as to whether this funding could help these operators.
- The board reviewed the engagement letter from Account sense for continued bookkeeping assistance in 2024. They are proposing a bump in price from \$440/month to \$450/month.

Michael moved to approve the engagement letter from Account Sense to continue bookkeeping services in 2024. Branden seconded the motion; motion passed.

- Michael recapped his discussion with Cara about her annual performance review.

Michael moved to approve Cara’s annual performance review for 2023. Ron seconded the motion; motion passed.

- Cara will contact Umpqua and see what options there are for earning more interest on the district’s funds currently in the money market.

The meeting was adjourned at 9:29 pm by Curtis Hennings.

Minutes approved by: _____ Date: _____

Minutes prepared by: _____ Date: _____

The next board meeting is scheduled for February 21, 2023 at 7:30 pm.