



Walla Walla County Conservation District
October 2025 Special Board Meeting

Date: October 15, 2025

Time: 5:00 p.m.

Place: In person at WWCC

Presiding Officer: Jim Kent, Chair

Supervisors Present: Matt Williams, Rhonda Gothberg

Supervisors absent: Jesse McCaw, Don Schwerin

Other Agencies: Tami Stubbs, SCC

Also present: Annie Byerley, Jenny Freer, Grace Cooper, Joanna Cowles-Cleveland, Jake Mantela, Alison Crowley

Members of the Public: None

The meeting was called to order at 5:12 p.m. by Jim Kent.

Kent invited the public to comment. There were none.

Minutes: The Board reviewed the September 8th board meeting minutes. **Motion by Matt Williams and second by Rhonda Gothberg to approve the September 8 board minutes as presented, no discussion, motion passed.**

Financial Reports: The board reviewed the September Financial Reports. **Motion by Rhonda Gothberg and second by Matt Williams to pay the bills, motion passed.**

As of this date October 15th 2025 the Board reviewed the September financial reports with no further discussion: Checks 15251 to 15265 and 9 EFTs, revenues \$91,312.40 and expenses \$81,598.14; total of bank accounts \$440,265.82.

(Total Matches Springbrook)

New Business:

- 1. Partner Updates: Stubbs, SCC;** Gave a shout out to WWCCD's newsletter upgrade. Stubbs also shared that the supplemental budget package was submitted on 09/15 and is now waiting for the governor's approval. The South East Area meeting will be held on 10/19 in Dayton, WA. The WACD meeting will be held December 1-3 in Airway Heights and supervisors are encouraged to attend. Election training is on the SCC website with an updated elections calculator. Ombuds workgroup was created as a liaison between the districts and the SCC. **Byerley** shared on behalf of WSU-Ext that soil sampling was completed on a liming project and the results should be back in the next couple of weeks.
- 2. NRCS Office Lease Quarterly Update: Cowles-Cleveland** shared that for the first three quarters WWCCD has put \$24k towards our lease with NRCS.

- 3. Annual Review and Approval of SIMPLE Retirement Contributions:** Freer shared that each year the board of supervisors need to review the SIMPLE retirement contributions. Currently, WWCCD matches staffs' contributions up to 3%. The other option is a 2% non-match plan, where staff does not contribute but the district will put in 2% if certain criteria are met. The board of supervisors took comment from staff and discussed the best option for 2026. After discussion, the board came to a decision.

Motion by Matt Williams and second by Rhonda Gothberg to approve the 3% Match for SIMPLE, as presented: motion passed.

4. Request to Approve New Applications:

- a. South Fork Russel Creek: Cooper** shared VSP has capital funds that need to be allocated by December 31. Cooper is making a request to use some of these funds to do hydroseeding. Total project cost is \$76k; NRI and Ecology's Terry Husseman grants are also being sought.

Motion by Matt Williams and second by Rhonda Gothberg to approve applying for funds through VSP for Fire plantings on South Fork Russel Creek, as presented: motion passed.

- b. South Fork Hillside Stabilization and Wildlife Plantings: Cooper** is requesting to use 14k of VSP capital funding for phase 1 of a 3 to 4 phase project to improve land that was recently burned. This property is across the street from the previous project mentioned. This project would be a DIP.

Motion by Matt Williams and second by Rhonda Gothberg to approve utilizing VSP Capital funds for the South Fork Russel Creek Hillside Stabilization and Wildlife Plantings, as presented: motion passed.

- c. Washington Conservation Society Mini Grant: Crowley** shared that the Washington Conservation Society offers a mini grant for swag items. The request is for \$500 and would cover a new tablecloth for the annual meeting and outreach materials.

Motion by Rhonda Gothberg and second by Matt Williams to approve applying for funds for outreach materials through the conservation society, as presented: motion passed.

- d. Coalition and Collaborations AIM program: Byerley** is requesting to submit a letter of interest through the Coalition and Collaboration, Implementation, and Mitigation Program. This funding would continue to support the collaboration between Fire District 4 and the DOC work crew on mitigation work adjacent to the Mill Creek Watershed.

Motion by Matt Williams and second by Rhonda Gothberg to approve applying for funds through COCO's AIM program to supplement Forest Health funds, as presented: motion passed.

- 5. Annual Review of MOU/Interlocal Agreement lists:** Byerley shared that the board reviews WWCCD's current list of MOU's and Interlocal Agreements. Byerley shared the agreements and a list of contracts broken down by grant.
- 6. Request to Surplus Equipment:** Byerley shared the update current assets that are being requested to be eliminated. One laptop, one monitor, and two printers that were replaced with one.

Motion by Matt Williams and second by Rhonda Gothberg to approve the surplus of old equipment, as presented: motion passed.

- 7. Review of WWCCD's 5-year Plan:** Byerley shared that the 5-year plan is due at the end of December and wanted the boards input to make sure that it contains the focuses they had requested. A formatted copy will be sent to each board member for further review at the November meeting.
- 8. Request to move the December board Meeting date:** Byerley shared that she will be out of the country during the scheduled board meeting in December and would like to move the date. After further discussion, the board wanted to table this topic until the November board meeting and let other board members contribute to the date available.

Motion by Matt Williams and second by Rhonda Gothberg to table the discussion on moving the December board meeting date until the November meeting, as discussed: motion passed.

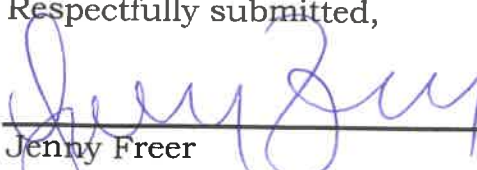
Program Updates:

- A.) District Operations:** Byerley shared a copy of the district operations report which summarizes the above grant applications along with upcoming trainings and partner meetings.

An Executive session was held at 6:38 and returned at 6:54.

Meeting adjourned without a formal motion at 6:54 pm.

Respectfully submitted,


Jenny Freer
District Staff


Board member

Next meeting: Monday, November 10, 2025 at 4:00 p.m.

Motions:

To approve the September 8 th meeting minutes as written	Motion: Williams Second: Gothberg Motion passed
To review the September Financial Reports and approve paying the bills, as presented	Motion: Gothberg Second: Williams Motion passed
To approve continuation of 3% SIMPLE Match, as presented	Motion: Williams Second: Gothberg Motion passed
To approve using VSP capital for S. Fork Russel Creek fire plantings, as presented	Motion: Williams Second: Gothberg Motion passed
To approve using VSP capital for S. Fork Russel Creek wildlife plantings, as presented	Motion: Williams Second: Gothberg Motion passed
To approve apply for the Washington Conservation Society mini grant, as presented	Motion: Gothberg Second: Williams Motion passed
To approve submitting a letter of interest to COCO, as presented	Motion: Williams Second: Gothberg Motion passed
To approve the surplus of old equipment, as presented	Motion: Williams Second: Gothberg Motion passed
To move the agenda item of changing the December board meeting to the November board meeting agenda for review, as presented	Motion: Williams Second: Gothberg Motion passed