



Walla Walla County Conservation District

May 2024 Board Meeting

Date: May 13, 2024

Time: 5:00 p.m.

Place: In person and via Zoom

Presiding Officer: Jim Kent, Chair

Supervisors Present: Alyson Buckley, Jeff Schulke, Don Schwerin, Jesse McCaw

Supervisors absent: None

Other Agencies: Alison Carlson, SCC (zoom); Tom Salzer, WACD; Ryan Baye, WACD

Also present: Renee Hadley, Jenny Freer, Grant Traynor, Joanna Cowles-Cleveland

Members of the Public: None

The meeting was called to order at 5:00 p.m. by Jim Kent.

Kent invited the public to comment. No public comments were made.

Minutes: The Board reviewed the Apr. 8th board meeting minutes. **Motion by Jeff Schulke and second by Jesse McCaw to approve the Apr. 8th board minutes as presented, no discussion, motion passed.**

Financial Reports: The board reviewed the April Financial Reports. **Motion by Jeff Schulke and second by Don Schwerin to pay the bills, motion passed.**

As of this date May 13 2024 the Board reviewed the Apr. financial reports with no further discussion: Checks 14925 to 14945, revenues \$90,099.39 and expenses \$58,508.44; total of bank accounts \$415,761.48.

(Total Matches Springbrook)

New Business:

- 1. Partner Reports:** Baye gave an update on the Board of Directors for WACD and how they would like staff to visit each conservation district once a year. \$3.5 million was approved for implementation, which would give each conservation district \$75,000 in July. The '25-27 biennium could be a very different capital budget than we are used to due to vacancies in elected positions at the state level. WACD has multiple workgroups including a renewable energy workgroup and invites CD staff to attend. The Plant Materials Center in Bow, WA will be visited to make sure they have support from the membership for all their needs. **Carlson** stated that the SCC riparian grant program awards have been sent out. These awards are from CCA (Climate Commitment Act)

and winners must notify the tribes of award notifications. Second and third rounds of awards are being looked at now, and notifications should be sent soon to any winners. The SCC commission meeting is May 14-16, where discussion of year-end implementation awards will be had as well as approval of board members appointments.

2. Discussion of WWCCD Internal Audit and Request to adopt internal audit

recommendations: Freer shared the recommendations from the internal audit on April 22, 2024. Those recommendations are as follows: A comparison of contract payout vs. contract terms should be added. Change verbiage on current internal audit form to be updated to Springbrook financial software capabilities. And lastly to remove 'payroll stub review' as the payroll review page has more information and is attached to staff timesheets.

Motion by Jesse McCaw and second by Jeff Schulke to approve the recommendations of the internal audit as presented: motion passed.

3. Review and approve Annual Financial Report for Calendar year 2023: Freer

presented the board with the FY2023 annual financial report, 32 pages. A description explaining what was learned during this process was given. The submittal request of the board was asked.

Motion by Jeff Schulke and second by Jesse McCaw to approve the annual financial report and submit to the State Auditors Office as presented: motion passed.

4. Discussion of Coppei Forest thinning and shift to WW Fire Dept. #4 for county

thinning with DOC crew: Hadley shared that our Forest Health funds have an allotment for forest thinning. Due to constraints, the WWCCD would like to partner with the Walla Walla Fire Dept and the Department of Corrections crew to take over the thinning. An amendment will need to be submitted to the SCC. The board had no concerns with the WWCCD to partner with others for the ability to complete this task.

5. Request to approve (reapprove) VSP lower Waitsburg Rd riparian project: Traynor

shared that the Lower Waitsburg Rd project is about 2.1 acres of habitat along Lower Waitsburg Rd. Walla Walla County Public works were working on a spring-fed ditch clearing dirt and vegetation from the ditch in the summer of 2023. They accidentally encroached on the landowner's property and removed a large section of grasses off the property. The proposed project (\$20,128) is to mow the reed canary grass to keep it low and plant trees in the stand to provide more shade. The shade will improve habitat, help control the reed canary grass in the future, and reduce erosion.

Motion by Jeff Schulke and second by Jesse McCaw to approve the VSP lower Waitsburg Rd riparian project as presented: motion passed.

- 6. Request to approve the application for an irrigation design update:** Hadley shared on behalf of Byerley a WaterSMART planning and design grant for \$300k. The intent is to update Gardena Farms Irrigation District to a 90% construction ready design.
Motion by Jesse McCaw and second by Don Schwerin to approve the application for the WaterSMART grant for an irrigation design update as presented: motion passed.
- 7. Request to surplus aging survey equipment:** Hadley shared that the CD has old survey equipment that has not been used in over eight years due to difficulty of use. Included in this surplus is a gps unit with a bad battery. Hadley shared that we would go through advertising with a sealed bid in the Waitsburg Times for the survey equipment.
Motion by Jeff Schulke and second by Alson Buckley to approve the surplus of aging equipment as presented: motion passed.

Program Updates:

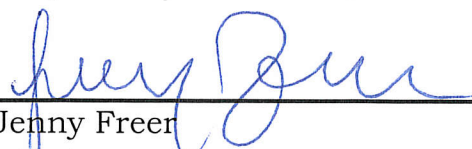
- A.) Irrigation Efficiency Grant Program & Water, Summer Plans:** Hadley on behalf of Byerley shared that four instream projects are going to construction this summer. Coppei and Upper Mill Creek, Beechinor Bridge, and Dry Creek riparian projects are all incurring during the instream window that is generally mid-July to the end of September.
- B.) District Operations:** Hadley shared highlights from the past month including a Homeland Security visit to the USDA building. The completion of the SAO cyber security audit. Hadley also gave updates about upcoming meetings with partners and our past conservation conversation meetings attendance improvements.

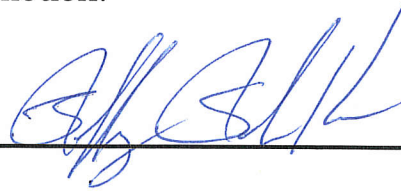
Joint Agency Meetings: Nothing to report at this time

Misc. Discussion: The CD thanked Alyson Buckley for completing her 3 years of service as a board supervisor.

The meeting was adjourned at 6:25 without a formal motion.

Respectfully submitted,


Jenny Freer
District Staff


Board member

Next meeting: June 10, 2024 at 5:00 p.m.

Motions:

To approve the Apr. 8th board meeting minutes as written,

Motion: Schulke
Second: McCaw
Motion passed

To review the Apr. Financial Reports and approve paying the bills, as presented

Motion: McCaw
Second: Schwerin
Motion passed

To adopt recommendations from internal audit, as presented

Motion: McCaw
Second: Schulke
Motion passed

To approve Annual Financial Report for 2023, as presented

Motion: Schwerin
Second: Schulke
Motion passed

To approve VSP Lower Waitsburg Rd project, as presented

Motion: Schulke
Second: McCaw
Motion passed

To approve the application for irrigation design update, as presented

Motion: McCaw
Second: Schwerin
Motion passed

To approve the surplus of aging equipment, as presented

Motion: McCaw
Second: Buckley
Motion passed