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2057 SW Salsbury Ave. – Chehalis, WA 98532-4225 – Phone (360) 996-4560

Supervisors

D. Fenn Chairman

M. Courtney Vice-Chairman

D. Moir Auditor

C. Aldrich Member

B. McDonald Member

LEWIS CONSERVATION DISTRICT

BOARD OF SUPERVISORS

MEETING MINUTES

July 23, 2025

Supervisors’ Present: Marvin Courtney – Via-Zoom

Donna Moir - Present

Bruce McDonald- Present

Cooperating Agencies: Josh Giuntoli – (WSCC)

District Staff: Nikki Atkins- Present

Christina Kale- Present

Arthur Smith- Present

**The meeting was called to order at 2:06 p.m. by Bruce McDonald, Supervisor.**

**Minutes:** Motion to approve the 5/28/2025 minutes as presented.

**M. Courtney/D. Moir, M/S, Carried.**

**Public Comments:** None.

**Motion to alter the agenda and move the Treasurer’s Report to the end of the meeting.**

**M. Courtney/D. Moir, M/S, Carried.**

**Sick/Annual Leave:** Acknowledged by the board. No action taken**.**

**Grant Balances:** Acknowledged by the board. No action taken.

**Nikki**

Motion to approve Implementation, FL/RIT, CREP, and NRI Addendums.

**M. Courtney/D. Moir, M/S, Carried.**

**The small manure spreader is currently being housed at Joanne and Gary Wearly’s house but would like to start looking for a new place to house them.**

**We need to get the cargo/poultry trailer fixed but are unsure of where to take it at this time. We will do more research and bring more information to the next meeting.**

**We are having a community meeting at the Adna Grange about Knotweed on 7/24/2025 @ 7:00 p.m. The noxious weed board will be there as well to talk and let everyone know what they do.**

At the June board meeting the decision was made during the executive session to inform Maddie Wilcox that her services were no longer needed. Maddie did not work the full 160 hours and did not have enough annual leave to cover her paycheck. According to the Washington State Legislature under RCW 49.48.210 the statute lays out the formal process for recouping overpayment of wages.

**D. Moir/M. Courtney, M/S, Carried.**

**We could request money under the Alternate Manure Management grant but there are no current projects.**

**Motion to approve Nikk to go out for bid to hire an engineer for design on a sand filter septic system.**

**M. Courtney/D. Moir, M/S, Carried.**

**Arthur**

**Motion to approve Harold Schrader, Gail Hakola, State Parks, Peter Holmstedt, Rebecca Chambers, and Powell Tree Farm’s Mid Contract Managements.**

**D. Moir/M. Courtney, M/S, Carried.**

**Amendment: Contingent on requesting & receiving the funds.**

**D. Moir/M. Courtney, M/S, Carried.**

**Kelly**

**Motion to approve Applicant Resolution/Authorization for 23-1083 Rest, Rowland-Sand Cr-R24.**

**D. Moir/M. Courtney, M/S, Carried.**

**Treasurer’s Report:** Motion to approve payment for the following vouchers/warrants: Voucher (Check) numbers: 11349 through 11371 Total $78,098.45. Payroll check numbers: For the following vouchers (Check) 11352 through 11358 Total $28,388.25.

**D. Moir/M. Courtney, M/S, Carried.**

**NRCS Report- In the packets for review**

**NRCS July 2025 Partner Activity Report- In the packets for review.**

**Josh**

**New planting calendars that are available to order.**

**The Commission approved the VSP guidelines grant manual and is available to print.**

**The supplemental budget is ready to print**

**The biennial report is due by the end of August.**

**Meeting Adjourned at 3:38 p.m. by Bruce McDonald, Supervisor.**

**Actions of the Board**

**This meeting was called to order 2:06 p.m. by Bruce McDonald, Supervisor.**

**Minutes: Motion to approve the 6/25/2025 minutes as presented.**

**M. Courtney/D. Moir, M/S, Carried.**

**Motion to alter the agenda by moving the Treasurer’s Report to the end of the meeting.**

**M. Courtney/D. Moir, M/S, Carried.**

**Motion to approve Implementation, FL/RIT, CREP, and NRI Addendums.**

**M. Courtney/D. Moir, M/S, Carried.**

**Motion to approve sending the over payment letter to Maddie Wilcox by certified mail after correcting the hours and some wording in the first paragraph.**

**D. Moir/M. Courtney, M/S, Carried.**

**Motion to approve Nikki to go out for bid to hire a septic system engineer for design.**

**Motion to approve the 6 Mid-Contract Managements**

**D. Moir/M. Courtney, M/S, Carried.**

**Amendment: Contingent on requesting & receiving the funds.**

**D. Moir/M. Courtney, M/S, Carried.**

**Motion to approve the applicant resolution/authorization for 23-1083 Rest, Rowland Sand Cr-R24.**

**D. Moir/M. Courtney, M/S, Carried.**

**Treasurer’s Report:** Motion to approve payment for the following vouchers/warrants: Voucher (Check) numbers: 11349 through 11371 Total $78,098.45. Payroll check numbers: For the following vouchers (Check) 11352 through 11358 Total $28,388.25.

**D. Moir/M. Courtney, M/S, Carried.**

**Meeting Adjourned at 3:38 p.m. by Bruce McDonald, Supervisor.**

Bruce McDonald, Supervisor, Date: Christina Kale, Rec. Sec. Date