

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

Supervisors

	Chairman
M. Courtney	Vice-Chairman
D. Moir	Auditor
C. Aldrich	Member
B. McDonald	Member
B. Russell	Member

**LEWIS CONSERVATION DISTRICT
BOARD OF SUPERVISORS
MEETING MINUTES**

January 28, 2026

Supervisors' Present:

Marvin Courtney – Present
Donna Moir - Present
Bruce McDonald – Present
Chris Aldrich – Present
Bob Russell - Present

Cooperating Agencies:

Josh Giuntoli – Present (WSSC)

Associate Supervisors:

District Staff:

Nikki Atkins- Present
Christina Kale - Present
Arthur Smith- Present
Kelly Verd – Present

Land Cooperators:

Tracy Spencer - Present

The meeting was called to order at 2:00 p.m. by Marvin Courtney, Vice Chair.

Minutes: Motion to approve the 12/19/2025 minutes as presented.

C. Aldrich/M. Courtney, M/S, Carried.

Public Comments: None.

Treasurer's Report: Motion to approve payment for the following vouchers/warrants:
Voucher (Check) numbers: 11503 through 11527 Total \$122,913.55. Payroll check numbers:
For the following vouchers (Check) 11527 through 11532 Total \$28,180.18.

D. Moir/C. Aldrich, M/S, Carried.

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

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

Letter of Appointment: On January 15, 2026, at a regular business meeting, the Washington State Conservation Commission (SCC) formally appointed Robert Russell to the Office of Supervisor, position number 4, of the Lewis Conservation District. We will need to remove Dave Fenn from our Gesa checking account and add Bob (Robert) Russell.

District Internal Election: Postponed

Springbrook Update: We have been working with Chad Grief and Christina Gutierrez from Springbrook to get the program setup. It's been a slow process, but we are aiming for it to be up and going by the next board meeting.

Update to Current Policy: Discussed Springbrook and payday policy, Morgan Stanley & retirement benefits, and employee handbook. Reviewed policy book review section #1, add public records officer, change Lewis County Chronicle to The Chronicle. Motion to approve updates to policy to include, payday on the 5th of the month following the month worked via direct deposit, e-signatures on employee timesheets, cancelling Morgan Stanley SEP SAR account, retirement options as deferred compensation or traditional IRA in place of Morgan Stanley account at 7.5% of annual income after the first year of employment.

C. Aldrich/M. Courtney, M/S, Carried.

Wilson and Lawson Landowner Agreements: The purpose of this agreement is to identify and confirm the terms, conditions and obligations agreed upon between the Grantee, who is undertaking a project (Project) and the Landowner, who owns the property on which the Project will take place. Motion to approve the Wilson and Lawson Landowner Agreements.

B. McDonald/C. Aldrich, M/S, Carried.

Bridge Abutment Bids: Pacific Bridge & Construction, Inc. was the lowest bidder for the North Fork Newaukum Abutments/Footings Project at \$18,865.00. Motion to approve the Pacific Bridge & Construction bridge bids for the North Fork Newaukum Abutments/Footings Project at \$18,865.00

C. Aldrich/M. Courtney, M/S, Carried.

SEPA Review: The County is going to conduct the SEPA review for the NF Newaukum Project.

New Position/Hiring Committee: The Lewis Conservation District is hiring for VSP Coordinator/farm planner and Nikki Atkins suggest we add Kelly Verd to the hiring committee. Motion to add Kelly Verd to the hiring committee for the VSP Coordinator/Farm Planner position.

C. Aldrich/B. McDonald, M/S, Carried.

Flood Damage Funding: Landowners can apply for \$5,000.00 in flood damage funding.

Find a New Polling Officer

Shane Styger: The separator LCD cost shared last summer was too slow for his operation. Shane has upgraded to a larger separator at no cost to the district. Nikki informed him that LCD will be out once per year for a photograph showing the separator is still operational for the life of the contract.

CREP Assistance Payments Update: The District will pay/offer to all landowners that are eligible to receive one final payment. Motion to approve payment/offer to all CREP landowners that are eligible to receive one final rental payment.

D. Moir/B. McDonald, M/S, Carried.

Marvin Courtney Abstained

Skookumchuck Proposal/Seed Pod Farm: The landowner is anti-herbicide which has caused the budget to go up in cost. Arthur would like approval to apply for funds from the Office of Chehalis Basin.

The Consensus of the board is to not apply for funding for Seed Pod Farm as currently scoped due to high-cost estimate.

MCM Payments: The total amount FSA owes the district is \$30,855.66. They won't work with us directly but will work with the landowners. Motion to send landowners a letter asking them to work with FSA so we can get reimbursed.

M. Courtney/B. Russell, M/S, Carried.

Motion to send a letter to the new FSA Director and CC all the landowners requesting FSA's assistance in getting paperwork completed so LCD can be reimbursed for work completed.

B. McDonald/B. Russell, M/S, Carried.

Early Action Reach: Approval to purchase up to \$10,000.00 in Ponderosa Pines. Motion to approve up to a \$10,000.00 purchase of Ponderosa Pines for Stillman Early Action Reach.
C. Aldrich/B. McDonald, M/S, Carried.

Bridge purchase for Sand Creek FFFPP project, Kelly already went out to bid and the low bid was \$82,944.00. **Motion to approve the Sand Creek Bridge bid of \$82,944.00**
B. McDonald/M. Courtney, M/S, Carried.

Fish and Wildlife gave us an emergency permit to fix flood damage at Guenther bridge site. Motion to pay Steele Trucking up to \$4,000.00 to fix, within the next couple of weeks, emergency situation at Guenther's bridge site.
C. Aldrich/D. Moir, M/S, Carried.

NRI: District Implemented Projects – Landowner Agreement Template for Gina Johnson Contract budget \$90,000.00. Motion to approve Gina Johnsons landowner agreement with a contract budget of \$90,000.00.
B. McDonald/M. Courtney, M/S, Carried.

VSP: \$40,000.00 Cramer Manure Storage Contract discussed. Motion to approve the Cramer manure storage cost share contract for \$40,000.00 with VSP funding.
B. McDonald/C. Aldrich, M/S, Carried.

Letter of Support for Jake Fay: Jake has worked to improve his fields and to create pastures for rotational grazing. A watering system would allow the cattle to not drink from the stream or to not travel to the headquarters. Kelly would like to send Jake Fay a signed letter from the Lewis Conservation District which supports this project as being good for soil health, water quality, and farm viability. Motion to approve sending Jake Fay a signed letter from the Lewis Conservation District for grant application support.
B. McDonald/C. Aldrich, M/S, Carried.

VSP Database/Hiring Consultant: Kelly would like approval to hire low bidder, consultant to fix the VSP Database for \$8,632.00. Motion to allow Kelly to hire low bidder to fix VSP database for \$8,632.
D. Moir/C. Aldrich, M/S, Carried.

FYI: The effort to relocate the Washington State Department of Fish and Wildlife's Bob Oke Game Farm in Centralia is now beyond discussions with the state departments and local governments as two 20th District lawmakers have brought the issue to lawmakers in the Washington State Legislature. Kelly has been using VSP to work with them and get them to start implementing best practices.

The Meeting adjourned at 4:34 p.m. by Marvin Courtney, Vice Chair.

Action of the Board

The meeting was called to order at 2:00 p.m. by Marvin Courtney, Vice Chair.

Minutes: Motion to approve the 1/28/2026 minutes as presented.

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Public Comments: None.

Treasurer's Report: Motion to approve payment for the following vouchers/warrants:
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Motion to approve updates to policy to include payday on the 5th of the month following the month worked via direct deposit, e-signatures on employee timesheets, cancelling Morgan Stanley SEP SAR account, retirement options as deferred compensation or traditional IRA in place of Morgan Stanley account at 7.5% of annual income after the first year of employment.

C. Aldrich/M. Courtney, M/S, Carried.

Motion to approve the Wilson and Lawson Landowner Agreements.

B. McDonald/C. Aldrich, M/S, Carried.

Motion to approve the Pacific Bridge & Construction bridge bids for the North Fork Newaukum Abutments/Footings Project at \$18,865.00

C. Aldrich/M. Courtney, M/S, Carried.

Motion to add Kelly Verd to the hiring committee for the VSP Coordinator/Farm Planner position.

C. Aldrich/B. McDonald, M/S, Carried.

Motion to approve payment/offer to all CREP landowners that are eligible to receive one final rental payment.

D. Moir/B. McDonald, M/S, Carried.

Marvin Courtney Abstained.

The Consensus of the board is to not apply for funding for Seed Pod Farm as currently scoped due to high-cost estimate.

Motion to send landowners a letter asking them to work with FSA so we can get reimbursed.

M. Courtney/B. Russell, M/S, Carried.

Motion to send a letter to the new FSA Director and CC all the landowners requesting FSA's assistance in getting paperwork completed so LCD can be reimbursed for work completed.

B. McDonald/B. Russell, M/S, Carried.

Motion to approve up to a \$10,000.00 purchase of Ponderosa Pines for Stillman Early Action Reach.

C. Aldrich/B. McDonald, M/S, Carried.

Motion to approve the Sand Creek Bridge bid of \$82,944.00

B. McDonald/M. Courtney, M/S, Carried.

Motion to pay Steele Trucking up to \$4,000.00 to fix, within the next couple of weeks, emergency situation at Guenther's bridge site.

C. Aldrich/D. Moir, M/S, Carried.

Motion to approve Gina Johnsons landowner agreement with a contract budget of \$90,000.00.

B. McDonald/M. Courtney, M/S, Carried.

Motion to approve the Cramer manure storage cost share contract for \$40,000.00 with VSP funding.

B. McDonald/C. Aldrich, M/S, Carried.

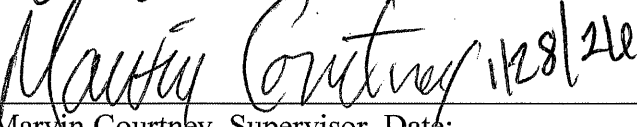
Motion to approve sending Jake Fay a signed letter from the Lewis Conservation District for grant application support.

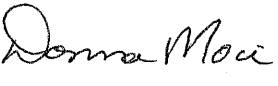
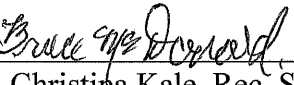
B. McDonald/C. Aldrich, M/S, Carried.

Motion to allow Kelly to hire low bidder to fix VSP database for \$8,632.

D. Moir/C. Aldrich, M/S, Carried.

The Meeting Adjourned at 4:34 p.m. by Marvin Courtney, Vice Chair.


 1/28/21e
Marvin Courtney, Supervisor, Date:


 1/28/21e

Christina Kale, Rec. Sec. Date