

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

Supervisors

	Chairman
<u>M. Courtney</u>	Vice-Chairman
<u>D. Moir</u>	Treasurer
<u>C. Aldrich</u>	Member
<u>B. McDonald</u>	Member
<u>B. Russell</u>	Member

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

March 25, 2026

Supervisors' Present:

Marvin Courtney – Present
Bob Russell - Present

Cooperating Agencies:

Molly Page – Via Zoom (DOE)

Associate Supervisors:

Ryan Ells - Present

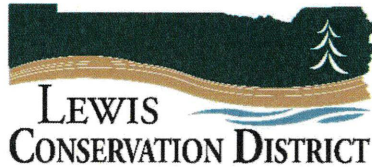
District Staff:

Nikki Atkins- Present
Christina Kale - Present

Land Cooperators:

Tracy Spencer – Present

We did not have a full quorum to conduct the meeting. The meeting was rescheduled for the following Tuesday March 31, 2026 @ 2:00 p.m.



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C. Aldrich	Member
B. McDonald	Member
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**LEWIS CONSERVATION DISTRICT
BOARD OF SUPERVISORS
MEETING MINUTES
Special Meeting
March 31, 2026**

Supervisors' Present:

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

Cooperating Agencies:

Molly Page – Via Zoom (DOE)

District Staff:

Nikki Atkins- Present
Christina Kale - Present

Land Cooperators:

Tracy Spencer – Present

The meeting was called to order at 2:06 p.m. by Marvin Courtney, Vice Chair.

Minutes: Motion to approve the 02/25/2026 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: 11557 through 11568 Total \$71,813.49. Payroll check numbers:
For the following vouchers (Check) 11540 through 11545 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.

Gesa Credit Unions Online banking and ACH payments require one online admin in online banking per organization. This individual has full access and rights and has the responsibility of adding additional users but does not have to be an account signer. Currently Nikki can sign off on ACH payments but does not have full access rights. Is this something we want to move forward with.

Consensus of the board is no change is needed at this time

The bridge was ordered for the NF Newaukum in December and in February the landowner wanted a picture of the bridge and decided he didn't want it anymore. Nikki called the company and they gave us a refund check for a majority of it but kept what they were out for engineering costs.

Kevin Zylstra's paperwork for his tiered incentive agreement is completed and we have cut the check, but it won't be sent until we get the okay from the Commission.

Also, Maynard Mallonee's, Rosalie Ortiz's, Anne Aho's, and Manzoor Mohammed's Tiered Incentive addendums and Maynard Mallonee and Rosalie Ortiz's agreements are completed and need approval to pay. Motion to approve Kevin Zylstra's, Maynard Mallonee's, Rosalie Ortiz's, Anne Aho's, and Manzoor Mohammed's tiered incentive addendums and Maynard Mallonees and Rosalie Ortiz's agreements.

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

Marissa Briggs will start the VSP Coordinators position on April 1, 2026.

The district would like to advertise/start looking for another crew member The position would be full time, and it would start at \$21.00/hr. - \$22.00/hr. Arthur Smith would be on the hiring committee for this position. Motion to hire a full-time crew member and Arthur be on the hiring committee.

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

Reviewed Section 3 Insurance of the policy book.

WADE Training Requests for Christina, Arthur, Kelly and Marissa. Motion to approve requests to send Christina Kale, Arthur Smith, Kelly Verd and Marissa Briggs to WADE for training.

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

We received a \$500.00 grant through Implementation for soil testing. An idea is to offer \$25.00 off to the first 20 customers to help with sample costs. We can post it on our website and or our Facebook page.

The unofficial election results are for Tracy Spencer the official announcement will be at the May Commission meeting.

We are having a retirement luncheon to honor and thank Marvin Courtney for his service to the Lewis Conservation District. It will be on 4/22/2026 at 1:00 p.m. and the board meeting will take place at 2:30 p.m.

The NRCS Partner Activity Report was in all packets for review.

The Meeting adjourned at 3:19 p.m. by Marvin Courtney, Vice Chair.

Actions of the Board

The meeting was called to order at 2:06 p.m. by Marvin Courtney, Vice Chair.

Motion to approve the 02/25/2026 minutes as presented.

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

Treasurer's Report: Motion to approve payment for the following vouchers/warrants:

Voucher (Check) numbers: 11557 through 11568 Total \$71,813.49. Payroll check numbers:

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

Consensus of the board is not to change our current online ACH Services.

Motion to approve Kevin Zylstra's, Maynard Mallonee's, Rosalie Ortiz's, Anne Aho's, and Manzoor Mohammed's tiered incentive addendums and Maynard Mallonee's and Rosalie Ortiz's agreements. C. Aldrich/D. Moir, M/S, Carried.

Motion to hire a full-time crew member and Arthur be on the hiring committee.

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

Motion to approve requests to send Christina Kale, Arthur Smith, Kelly Verd and Marissa Briggs to WADE for training.

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

The Meeting Adjourned at 3:19 p.m. by Marvin Courtney, Vice Chair.

Marvin Courtney
Marvin Courtney, Supervisor, Date:

4-22-2026

C. Kale 4/22/26
Christina Kale, Rec. Sec. Date