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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

August 27, 2025

Supervisors’ Present: Dave Fenn - Present

Marvin Courtney – Present

Donna Moir - Present

Chris Aldrich – Present

Associate Supervisors: Ryan Ells – Via Zoom

Cooperating Agencies: Josh Giuntoli – (WSCC)

Ryan Baye – (WACD)

Molly Page – Ecology via Zoom

District Staff: Nikki Atkins- Present

Christina Kale- Present

Arthur Smith- Present

Landowners: Tracy Spencer - Present

**The meeting was called to order at 2:15 p.m. by Dave Fenn, Chair.**

**Minutes:** Motion to approve the 7/23/2025 minutes as presented.

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

**Public Comments: None.**

**There were problems with the computer, and we were unable to print checks. Checks will need to be handwritten. Blanket voucher was provided, and other forms will be provided at next month’s meeting.**

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

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

**The Inter-Fluve invoice came in after the deadline for us to voucher the commission and get a reimbursement so we will have to pay for it out of the VSP overhead.**

**Nikki and I talked about cancelling QuickBooks and starting Springbrook. Springbrook is used by a lot of districts and sounds easier to navigate and overall tailored for the districts’ bookkeeping needs. The board would like us to put a proposal together and bring it to the next meeting. Josh Giuntoli suggested contacting Shawna at Clark Conservation District with any questions.**

**Treasurer’s Report:** Motion to approve payment for the following vouchers/warrants: Voucher (Check) numbers: 11372 through 11397 Total $377,386.82. Payroll check numbers: For the following vouchers (Check) 11375 through 11380 Total $27,901.46.

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

**The Executive Session about a legal matter started at 3:01 p.m. requiring 15 minutes for discussion.**

**At 3:16 p.m. we were called back to the meeting. The board decided to use our one hour of free attorney consultation. Ryan Baye said he would help set it up.**

In July’s board meeting we discussed how the IRS and The Department of Retirement Systems (DRS) were being paid prior to the meetings and approval. The IRS & DRS have certain dates they must be paid so the solution was to add a policy allowing for those payments. Motion to approve the usual and accustomed expenses policy that specifies IRS and Department of Retirement Systems (DRS). Amend the policy to specify it’s the IRS and Department of Retirement Systems (DRS).

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

**This year the area meeting is being hosted by the Wahkiakum Conservation District on Thursday October 16, 2025, from 8:00 a.m. to 3:30 p.m. We will get a list of everyone attending at the next board meeting so we can get registered and pay the fees on time.**

**On September 30, 2025, we will hold the 5-year plan meeting at the Veterans Memorial Museum from 11:00 a.m. to 2:00 p.m. to discuss the current plan and to receive feedback and change anything that needs to be changed.**

The Banjuh hay field where we cost shared on reseeding is full of weeds with not much grass, damage caused by Elk using the field during the winter months. The Department of Ecology will supply the seeds for us to reseed and by using the no till drill it will hopefully prevent the same thing happening next year. Motion to approve $3,000 to purchase seed for reseeding (as long as covered by grant agreement with DOE) the Banjuh pasture using No Till methods and allowing use of no till drill if operator desires.

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

We would like approval to purchase up to $3,000.00 in bare root/potted trees & shrubs. Motion to purchase up to $3,000.00 in bare root/potted trees & shrubs for NF Newaukum Site 3 project.

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

**There are two projects that Kelly is hoping that VSP will fund, which are rechanneling a stream and a dry stack project. These are the top 2 priority projects but if VSP doesn’t fund the dry stack then we should look at NRI for it. This will be tabled until the next meeting.**

**The NF Newaukum Culvert**

**Knotweed grant is going well Nikki, Arthur, Jonny, and Tyler have all been surveying at.**

The Grain Elevator contract has been updated and ready to be signed for the next 5 years. Motion to approve the Grain Elevator contract for the next 5 years.

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

**The small manure spreader needs a new home.**

Motion to approve the 2025 Lewis County CREP Renewal Plans for Lorna Smith East, Lorna Smith West, Katherine Humphrey, Remund Family, Catherine Hakola, Brian Thompson, and Richard Detering. Motion to approve the 2025 Lewis County CREP Renewal Plans.

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

Approval to purchase up to $2,500.00 in herbicide for the Knotweed, EA, RGP, Spencer’s, Zylstra and Mill Creek projects. Motion to purchase up to $2,500.00 in herbicide.

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

**Dave Fenn abstained**

Arthur, Tyler and Jonny would like approval to attend the Washington Weed Conference in Wenatchee this year. It’s estimated to cost a total of $2,200.00 for registration, Hotel, and per diems. Motion to send Arthur, Tyler and Jonny to the Washington Weed Conference in Wenatchee Washington.

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

The Styger Dairy has been an organic dairy for several years. The plan was updated to include Shane Styger and his family taking over the farm from his parents. Runoff from slab, rainfall, and wash water make up the majority of the contents of the lagoon. Winter spreading will be allowed in specified fields. A manure separator was installed in 2025. Motion to approve the Styger Organic Dairy Plan.

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

Request to purchase trees & Shrubs for Mill Creek project. Motion to purchase trees & shrubs for Mill Creek.

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

**Molly Page**

Ecology is working on a complaint about a land application Lewis County.

**Josh Giuntoli**

Election Training - September 25, 2025

**Ryan Baye**

Bruce a copy of the WACD letter

The WACD conference location will be in Spokane again this year.

**Meeting Adjourned at 4:27 p.m. by Dave Fenn, Chair.**

**Actions of the Board**

**This meeting was called to order at 2:15 p.m. by Dave Fenn, Chair.**

**Motion to approve the 7/23/2025 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: 11372 through 11397 Total $377,386.82. Payroll check numbers: For the following vouchers (Check) 11375 through 11380 Total $27,901.46.

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

**Motion to approve the usual and accustomed expenses policy that specifies IRS and Department of Retirement Systems (DRS). Amend the policy to specify it’s the IRS and Department of Retirement Systems (DRS).**

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

**Motion to approve $3,000 to purchase seed for reseeding (as long as covered by grant agreement with DOE) the Banjuh pasture using No Till methods and allowing use of no till drill if operator desires.**

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

Motion to purchase up to $3,000.00 in bare root/potted trees & shrubs for NF Newaukum Site 3 project.

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

**Motion to approve the Grain Elevator contract for the next 5 years.**

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

**Motion to approve the 2025 Lewis County CREP Renewal Plans.**

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

**Motion to purchase up to $2,500.00 in herbicide.**

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

**Dave Fenn abstained.**

**Motion to send Arthur, Tyler and Jonny to the Washington Weed Conference in Wenatchee Washington.**

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

**Motion to approve the Styger Organic Dairy Plan.**

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

**Motion to purchase trees & shrubs for Mill Creek.**

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

Dave Fenn, Supervisor, Date: Christina Kale, Rec. Sec. Date