

Benton County Noxious Weed Control Board
1908 Butler Loop Richland WA 99354 509-943-6005 Email bcnwcb@frontier.com

Monthly Meeting Minutes
Tuesday July 17, 2018
7:00 PM

Location: Weed Board Office 1908 Butler Loop Richland, WA

Meeting was called to order by chairman Danny Downs at 7:04 pm.
Directors present were Tony Smith, Darrell Miles, Dave Owens and Nick Troy. Staff present were Vic Reeve, Konrad Kauer, Holly Kress and Luis Villalobos.

Next Board Meeting to be held on Tuesday August 21, 2018.

Meetings and events attended – Invasive Species Council-Spokane-Vic, Municipal meeting-Konrad, Luis and Holly-Pasco, Rancho Reata Extravaganza-Vic
Conversation followed about Invasive Species of concern and the back pack calibration demonstration that Konrad and Luis led at the Municipal Meeting.

Review the June 16, 2018 Minutes- Motion to approve the June 16, 2018 minutes was made by Tony Smith with second by Nick Troy. Motion carries 5-0.

Review March financial reports --- (Profit & Loss, Balance Sheet, and Budget Status)

July 2018 – Checks #1382 thru #1381 = \$3,639.21

Discussion of the Cascade Natural Gas Budget Plan followed

Motion to approve checks to be paid made by Darrell Miles with a second by Dave Owens.

Motion carries 5-0

Payroll for June 2018 – Direct Deposit = \$20,151.57

Projects Report

Roadside--- Staff continues to work on roadside spraying as weather allows.

Candy Mt. --- has billed for work done.

West Richland--- "Park at the Lakes"--- algae treatment has been completed and billed.

Paul Keith Wetland--- there is a meeting planned for July 16 to discuss options for control of phragmites and mosquito control.

Assessment increase discussion.

A motion was made to present the commissioners with a \$1.37 per parcel increase by Dave Owens with a second by Darrell Miles. Motion carries 5-0.

2019-2020 Budget review and discussion.

Vic had no jury duty this week but will call in July 20th to see about week of July 23rd.

Upcoming Meetings & Events – Upcoming Meetings & Events – Budget & assessment meetings with commissioners, Benton Conservation temperature float July 18-20. Yakima River survey with Fish & Wildlife July 23-25.

Salary Review- At 8:54 pm Chairman Danny Downs recessed the monthly meeting and opened an executive session at 8:55 pm to discuss changes to salary policies. Chairman Danny Downs closed the executive session at 9:29 pm.

9:30 pm Chairman Danny Downs reconvened the monthly board meeting. Motion made Nick Troy with a second by Dave Owens to amend the Benton County Noxious Weed Control Board, Personnel Policies and Procedures Manual under Hours of Work and Compensation, item 6 to read as follows:

6. Wages and Salary Review

The **BCNWCB** attempts to pay employees a competitive rate that reflects the employee's job position and performance. The **BCNWCB** endeavors to review wages and salaries at intervals and, where business interests allow, make adjustments to reflect an employee's performance or other factors the BCNWCB considers appropriate.

Salary for exempt positions will be set by the board of director's subject to a performance review completed one month prior to employment anniversary date.

Salaries for non-exempt positions shall be four steps in each position. "A" step shall be entry level. "B", "C", and "D" shall be accredited in one-year increments on the anniversary of employment, subject to a satisfactory performance review completed in the month prior to the anniversary date. Immediately upon completion of a 90 (ninety) day probation period with a satisfactory performance review, the salary for the Office Manager and Inspector position in 2018, "A" step employees, shall be increased by one percent (1%). Upon attaining "B" step, the salary for the employee shall increase by one and one-half percent (1 ½ %). Salaries for employees attaining "C" and "D" steps shall be increased two and one-half percent (2 ½ %) upon attainment of each step. Beginning January 1, 2019, all step increases shall be two and one-half percent (2 ½%) of base monthly salary accredited on the employment anniversary date; Provided those employees having received a one percent (1%) increase after their ninety day probation period shall receive a one and one-half percent increase of base monthly salary upon ascension to "B" step.

Motion carries 5-0

Meeting Adjourned 9:45pm.


Chairman _____ Date 8/31/18


Clerk of the Board _____ Date