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**TO:** The Record  
**SUBJECT:** July 2, 2013 Board of Supervisors Meeting  
**LOCATION:** USDA Service Center, Okanogan, WA  
**FROM:** Kim Simpson, District Treasurer

**PRESENT:**

Ivan Oberg, Chair	Bob Clark, Technical Coordinator
Albert Roberts, Auditor	Kirsten Cook, Conservation Educator
Steve Colvin, Member	Leslie Michel, Conservation Planner
Lorah Super, Member	Gerri Oberg, Associate Supervisor
Craig Nelson, District Manager	Sarah Troutman-Zahn, NRCS
Kim Simpson, District Treasurer	

**Special Meeting Call to Order:** Ivan Oberg called the meeting to order at 6:01PM.

**Agenda:** The agenda could not be modified as this is a special meeting, due to the Independence Day Holiday which occurs on the regularly scheduled meeting day this year.

**Approval of Minutes:** Ivan Oberg asked for comments on the June 6, 2013 minutes. Lorah Super asked to change the date shown in the Manager's Report for the Forest Health Collaborative to June 13 and to revise the treasurer's report number to #721. Lorah Super moved to approve the minutes as amended. Steve Colvin seconded the motion and the motion passed.

**Treasurer's Report #722,** which covers the checking account activity for June 7, 2013 to July 2, 2013, inclusive was presented for the Board's approval. The following vouchers/checks are approved for payment:

Payroll direct withdrawals on 6-17-13 totaling \$7,764.14, Payroll direct withdrawals on 7-2-13 totaling \$7,764.15, Voucher (check) numbers; 9769 - 9787 totaling \$38,662.55, Direct withdrawals on 6-14-13 totaling \$19.29, on 6-14-13 totaling \$3,235.11, on 6-14-13 totaling \$124.36, on 6-14-13 totaling \$12.61, on 6-17-13 totaling \$164.56, on 6/17-13 totaling \$412.00, on 6/18-13 totaling \$2,679.88, on 6-20-13 totaling \$2,754.90, on 6-28-13 totaling \$146.71, on 7-01-13 totaling \$12.61, on 7-2-13 totaling \$412.00, on 7-2-13 totaling \$164.56, and transfers of \$3,068.00 to the savings account. The deposits totaled \$61,950.55 and expenditures totaled

\$64,329.43. Albert Roberts moved to approve Treasurer's Report #722 as presented. Lorah Super seconded the motion, and the motion passed unanimously.

**Supervisor Reports:**

**Steve Colvin** – Steve went to the Washington Association of District Employees annual training and attended the Supervisor's track. The training centered on helping supervisors know what they need to know to do their jobs well. The training was very good and enlightening. Steve said that right now we are in good shape, but learned that personnel files need updating. Training was a little like trying to drink from a fire hose. He also learned that current supervisors can't be held liable for the actions of previous boards.

**Lorah Super** – Lorah reported that their dry land oat cover crop is doing exceptionally well with all the rain they received. She said she experienced her first runaway wagon ride and doesn't wish to do that again. She stated that she missed the Forest Health Collaborative, but did speak to the program's facilitator. Lorah reported that she heard the County Comprehensive Plan is with the County Planning Commission and that many comments are centered on lack of reference to water quantity for consideration of density of development.

**Albert Roberts** – Albert reported that Department of Natural Resources (DNR) applied a burn ban yesterday and that the county has had six reported fires so far this season. The Washington Association of Conservation Districts (WACD) is putting together a taskforce to work with tribal Conservation District's and to invite their participation at the WACD annual meeting. Albert is chairing the taskforce. He also reported that his term as Secretary/Treasurer with the WACD Executive Board is up this fall. Albert attended the Okanogan County Planning Commission meeting and reported that many comments, from the Methow Valley in particular, point to concerns that if all lots already legally developable, had homes built, there wouldn't be enough water in the basin to serve all of them and the other needs such as agricultural, municipal, industrial, wildlife, etc.

**Ivan Oberg** – Ivan attended the Forest and Range Landowners Field Day hosted by Washington State University and DNR. He reported that Kirsten and Terri were both present, there were good presentations and it was well attended. Pre-registrations were about 200, plus some walk-up registrants as well. Ivan reported that he received a note from Curtis Beus thanking Kirsten and Terri for their great work and helping make the field day a success.

**Associate Supervisor Reports:**

No Associate Supervisors were present.

**District Manager and Staff Reports:**

Craig Nelson reported that the DNR Transects are halfway completed and that he received good news that the \$30,000 in Category 3 funds will be rolled over for this year.

Craig informed the board that he signed the Conservation Resource Program (CRP) Task Order since his name was on it. He also reported that the Washington State Budget passed and that the conservation districts did well.

Craig stated that the WADE training was excellent this year. The special auction that was held at the end of the training raised just over \$2,800 which will be used for scholarships to WADE for next year's training. Craig handed out the Strategic Plan for WACD and asked that the board review and make comments.

Craig reported that he participated in the interviews for the Sinlahekin Wildlife manager and that they are down to two applicants. He is waiting to hear from Dale Swedberg to see if there will be a second round of interviews. Dale hopes to have someone on by mid-August.

Craig is still researching the best way to proceed with the District's computer system. He is having a difficult deciding if a new server or using the cloud would be the best option. Of the two individuals from conservation districts that he trusts with computer issues, one states that a large server system is the way to go and the other believes in cloud computing.

Bob Clark reported that he sent out notices to ten screening contractors to view 13 fish screen sites on July 18, 2013. He also reported that he and Terri Williams are working on the final changes to their Salmon Recovery Funding Board grant applications, which are due July 12, 2013.

Kirsten Cook reported that the District received \$5,000 from the Charlotte Martin Foundation for the Ecology of the Okanogan Program. Unfortunately we were not successful with our grant application for the same program to the National Fish and Wildlife Program. She is still working on some more grant applications to fund this program. She reported that she signed up 12 site-visits for Firewise site visits during the Forest Owners Field Day. Nancy Warner has asked who we would like to have interviewed for the Success Summit coming up in November.

### **Contracts & Conservation Plans**

*There were no contracts or conservation plans on the agenda to discuss or consider.*

### **Natural Resources Conservation Service:**

Sarah Troutman-Zahn reported that due to City of Okanogan water line work they had to close their office today and tomorrow. This has complicated some issues related to pending deadlines. They just finished their team appraisal by State Office staff and came through with good reviews. The Conservation Commission has only set aside \$100,000 for task orders at this time, so NRCS is prioritizing which ones they want to fund first. Right now, Conservation Stewardship Program Task Orders are at the top of the priority list. NRCS will be getting more Environmental Quality Incentives Program (EQIP) money now that funds are being released from sequestration holds earlier this fiscal year. The North Central Team may not get funds because they are back logged with projects.

There were nine CRP sign-ups in Okanogan County this year which is more than the four anticipated. There are currently 13 CSP applications in Okanogan County. Several producers brought their maps in this winter to the Farm Service Agency to update their records and most of them haven't been updated. If their records are not updated by July 10, 2013 they will be out of the program. If they are corrected by then, NRCS staff still have about four hours of work to complete the sign-up and that also needs to be finished by the 10<sup>th</sup>.

Erin Kaczmarczyk was selected as the new District Conservationist in Ephrata for the Big Bend Team. Bryce Krueger will be the acting Resource Conservationist in Waterville. There are a few other positions that have been advertised as well.

**Agency Reports:**

No representatives of agencies were present.

**Public Comments**

No members of the public were present.

**Old Business**

**Re-affirm Steve Colvin Supervisor Appointment** – Craig Nelson explained the need for the reaffirmation of Steve Colvin's supervisor appointment. Albert Roberts moved to re-appoint Steve Colvin to the Supervisor position vacated by Wes Hover in January. Lorah Super seconded the motion, and the motion passed unanimously.

**Office Space Discussion** – Craig Nelson reported that he had a conversation with Jerry Asmussen regarding the County Commissioner's plans to rearrange office allocations, which would move the County Extension Agency and the Weed Board out of their offices. Craig plans to speak with the Commissioners regarding the possibility of leasing space from us.

**Monthly Plan of Work** – Kirsten Cook asked that the 4-H camp be removed since she would not be presenting at the camp this year. WACD Resolutions and the area meeting at the Foster Creek Conservation District on Oct 1, 2013 should be added.

**Other** – There was no other old business.

**New Business**

**WACD Annual Meeting Sponsorships** – WACD is looking for sponsors for the Annual Meeting. WACD will cover the costs of lodging for three supervisors if we bring in \$5,000 or more in sponsorships. The Board will think about entities to request sponsorships from.

**WACD Annual Dues** – Kim Simpson presented the WACD annual dues invoice, explaining the reasons why we are in the second to highest tier this year. Lorah Super moved to pay the full WACD dues amount of \$5,040. Steve Colvin seconded the motion, motion passed with one abstention. Albert Roberts abstained from the vote due to his position as the Secretary/Treasurer for the WACD.

**Line of Credit** – Kim Simpson stated that our checking account balance is doing very well and our line of credit renewal is coming at the beginning of August. No action was taken since it is not necessary to have a line of credit this year.

**Authority for Temporary Staff Layoff if Necessary Due to Budget** – Craig Nelson informed the board that with possibility of layoff's due to not having a state budget, it would be prudent to have a policy in place for this type of situation and he would be working on one.

**WA Conservation Commission Grant Allocation** – Craig Nelson explained the five different options that the WSCC are considering for the allocation of grant funds. He also presented a letter with comments on the options that he drafted. The Commission will decide on an option to allocate funds during their July board meeting. Lorah Super moved to approve the letter regarding WSCC grant allocation that Craig presented with one minor edit that she provided to Craig. Steve Colvin seconded the motion, and the motion passed unanimously.

**Other** – There was no other New Business.

Ivan Oberg **adjourned** the meeting at 8:00 PM.

### Summary of Motions

Lorah Super moved to approve the minutes as amended. Steve Colvin seconded the motion and the motion passed

Albert Roberts moved to approve Treasurer's Report #722 as presented. Lorah Super seconded the motion, and the motion passed unanimously.

Albert Roberts moved to re-appoint Steve Colvin to the Supervisor position vacated by Wes Hover in January. Lorah Super seconded the motion, and the motion passed unanimously.

Lorah Super moved to pay the full WACD dues amount of \$5,040. Steve Colvin seconded the motion, motion passed with one abstention. Albert Roberts abstained from the vote due to his position as the Secretary/Treasurer for the WACD.

Lorah Super moved to approve the letter regarding WSCC grant allocation that Craig presented with one minor edit that she provided to Craig. Steve Colvin seconded the motion, and the motion passed unanimously.

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Ivan Oberg, Chair

Date

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Kim Simpson, District Treasurer

Date