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TO: The Record
SUBJECT: June 6, 2013 Board of Supervisors Meeting
LOCATION: USDA Service Center, Okanogan, WA
FROM: Kim Simpson, District Treasurer

PRESENT:

Ivan Oberg, Chair	Kirsten Cook, Conservation Educator
Jerry Asmussen, Vice-Chair	Leslie Michel, Conservation Planner
Steve Colvin, Member	Gerri Oberg, Associate Supervisor
Craig Nelson, District Manager	Sarah Troutman-Zahn, NRCS
Kim Simpson, District Treasurer	Dale Swedberg, WA Dept of Fish & Wildlife
Bob Clark, Technical Coordinator	

Regular Meeting Call to Order: Ivan Oberg called the meeting to order at 6:05 PM.

Agenda: The agenda was presented. The Colville Confederated Tribes Fish Screens contract was added to “Review, approve, and sign contracts and conservation plans”, and a temporary lift of exchange leave maximum carryover was added to new business. Jerry Asmussen moved to approve the agenda as amended. Steve Colvin seconded the motion, and the motion passed unanimously.

Approval of Minutes: Ivan Oberg asked for comments on the May 2, 2013 minutes. Lorah Super sent an e-mail asking for a modification to the minutes regarding her report during the May meeting. Jerry Asmussen moved to approve the minutes as amended. Steve Colvin seconded the motion and the motion passed unanimously.

Treasurer's Report #721, which covers the checking account activity for May 3, 2013 to June 6, 2013, inclusive was presented for the Board's approval. The following vouchers/checks are approved for payment:

Payroll direct withdrawals on 5-3-13 totaling \$7,842.34,
Payroll direct withdrawals on 5-17-13 totaling \$7,817.14,
Payroll direct withdrawals on 6-4-13 totaling \$7,764.15,
Voucher (check) numbers; 9754 - 9768 totaling \$13,777.92,
Direct withdrawals on 5-3-13 totaling \$2.64, on 5-3-13 totaling \$164.56, on 5-6-13 \$320.00, on 5-7-13 \$2,777.10, on 5-9-13 totaling \$2,679.88, on 5-16-13 totaling \$12.61 , on 5-17-13 totaling

\$164.56 , on 5-20-13 totaling \$342.00, on 5-21-13 totaling \$2,771.90, on 5-21-13 totaling \$645.00, on 5-21-13 totaling \$45.30, on 5-21-13 totaling \$772.63, on 5-21-13 totaling \$1,801.08, on 5-21-13 totaling \$43.01, on 5-21-13 totaling \$678.94, on 5-30-13 totaling \$183.16, on 6-3-13 totaling \$12.61, on 6-4-13 totaling \$164.56, on 6-6-13 totaling \$412.00, on 6-6-13 totaling \$2,754.88 and transfers of \$4,655.00 to the savings account. The deposits totaled \$184,697.10 and expenditures totaled \$53,949.97. Jerry Asmussen moved to approve Treasurer's Report #720 as presented. Steve Colvin seconded the motion, and the motion passed unanimously.

Supervisor Reports:

Lorah Super – Lorah provided a written report that Kim Simpson distributed to the board members present. Lorah applied for and received approval for Department of Natural Resources (DNR) funding to complete brush removal, pruning, and slash disposal on her property. She stated there is a problem with the currently funded French Creek Fuels project, since the sole source contractor will no longer perform brush removal and Bitterbrush is the larger part of the hazardous fuels in the watershed.

Lorah has a telephone conference interview scheduled with the facilitator for the Forest Health Collaborative, since she is unable to attend the kickoff meeting. She also had a conversation with Lloyd McGee, Nature Conservancy, regarding the collaborative and "Fire Adaptive Communities". She has been asked to attend an area tour with the Fire Adaptive Communities around June 26, 2013.

Steve Colvin – With the end of the school year Steve is very busy with things and running fast.

Jerry Asmussen – Jerry is busy haying. Although they received some rain the past month the weather is drying out grasses and lowlands quickly and it will be a good option for fire restoration. He reported that the County Extension is having a Forest Field Day on June 22, 2013 with a range tour in the Tonasket area.

Ivan Oberg – Ivan is planning a controlled burn on a tree thinning project he is currently working on.

Associate Supervisor Reports:

No Associate Supervisors were present.

District Manager and Staff Reports:

Craig Nelson gave kudos to the district employees who are working on the DNR Transect project. The first part of the project is funded by the Washington State Conservation Commission (WSCC). After July 1, 2013, the DNR will contribute \$14,000 to complete the project. Craig stated the DNR is interested in the Districts assistance with data entry after the transect information is gathered.

The WSCC Path Forward meetings are done for a while. The commission will assign groups of people to perform individual tasks to help move things forward. Craig has had extended

conversations with Ray Ledgerwood regarding the annual plan and long range planning. The current plans are not useable, there needs to be a way to bring the data together into one cohesive piece. Ray expressed interest in doing a pilot project with a few districts to develop a new planning process.

Craig informed the board that the Forest Health Collaborative is scheduled for July 13, 2013, which is set for the same date as the Conservation Reserve Program (CRP) Task order training, and although he is interested in participating he will not make it to the Collaborative. Craig stated that it is important to open this up to all forested lands.

Bob Clark reported that some fish screens should be installed in the next couple of weeks and that we may have to pay Davis-Bacon wages for the installation.

Leslie reported that half of the DNR transect monitoring should be completed by the end of June.

Kirsten Cook reported that the outreach in the month of May doubled over last year. She just came from a fire coordination meeting and stated that DNR may have quite a bit of funding for the east end of the county.

Kim Simpson reported that the interest on the District's savings account through North Cascades National Bank increased from .10% APY to .15% APY.

Contracts & Conservation Plans

Washington State Conservation Commission (WSCC) Master Contract – Craig Nelson presented the contract and explained that despite finding numerous sections that have errors or items of concern the contract is necessary to receive significant funding from the Conservation Commission. He stated that he has provided his written comments to Debbie Becker at the Conservation Commission and will be following up with her to see that improvements are made for the next contract. Steve Colvin moved to approve the WSCC master contract. Jerry Asmussen seconded the motion, and the motion passed unanimously.

Department of Natural Resources Transects (DNR) Memorandum of Agreement – Craig Nelson reported how we will use the DNR funding after July 1, 2013 to finish up the transects that we do not finish before June 30, 2013 with WSCC funding. Steve Colvin moved to approve the DNR Transects MOA. Jerry Asmussen seconded the motion, and the motion passed unanimously.

Natural Resources Conservation Services (NRCS) CRP Task Order – Bob Clark presented a draft task order agreement to assist NRCS with the CRP sign-up. Jerry Asmussen moved to authorize Ivan Oberg to sign the CRP Task Order with NRCS when it is finalized. Steve Colvin seconded the motion, and the motion passed.

Colville Confederated Tribes (CCT) Fish Screens Contract – Bob Clark explained that the contract is for \$300,000 and that the contract can only be written for one year. Since this amount would be difficult to spend in one year, Bob recommended decreasing it to around \$150,000 to

\$200,000. Jerry Asmussen moved to authorize Ivan Oberg to sign the CCT contract for screens when the funding level is corrected for what can reasonably be completed within the grant window. Steve Colvin seconded the motion and the motion passed unanimously.

Bureau of Reclamation Whitestone Agreement Modification – Craig Nelson informed the board that he received the grant modification, but that there were several items that needed correction. Jerry Asmussen made a motion to authorize Ivan Oberg to sign the BOR modification once the corrections were made. Steve Colvin seconded the motion and the motion passed unanimously.

Natural Resources Conservation Service:

Sarah Troutman-Zahn reported that NRCS is working with Conservation Districts to negotiate office rental agreements. So far South Douglas, Foster Creek and Cascadia Districts have submitted letters of intent to move out since it would be very difficult to prepay rent for an entire year.

She gave a Farm Bill update, stating that the bill has passed both committees and will now go on to the Senate. The NRCS is feeling the consequences of the ten percent budget cut and with a \$2,000,000 shortfall predicted in 2014, any openings in the agency will not be filled. She also stated that the task order project start date may be delayed later than July 1, 2013.

Agency Reports:

Dale Swedberg reported that they are still working to fill the Sinlahekin Wildlife Area Manager position. He is working to coordinate interview panelists and hoping to fill the position by the middle of July, 2013. He reported that there will be a Washington State Ornithological Society meeting here in Okanogan County on June 21 and 22. He is still working on the plans for the Sinlahekin Wildlife Area 75th Anniversary which will take place in 2014. Dale indicated that there may be opportunities to collaborate on some functions with the conservation district.

Public Comments

No members of the public were present.

Old Business

Plant Sale Report – Kim Simpson presented a final report of the 2013 plant sale. The expenses and revenues were both down this year compared to other years, but so was the net loss. She cited that a lack of large project orders accounted for part of the decrease in sales.

May Task List – Craig Nelson presented the new format of the Task List, now called the Monthly Plan of Work. It was decided to use this new format and also remove item number five from the reminder list.

Other – There was no other old business.

New Business

Select Board Positions – With the election and appointments finalized the board needs to determine who will hold which offices during this next year. Jerry Asmussen moved to reappoint Ivan Oberg as Chair, Jerry Asmussen as Vice-Chair and Albert Roberts as District Auditor. Steve Colvin seconded the motion and the motion passed unanimously.

Conservation District Consolidation – The board reviewed the proposed Washington Association of Conservation District (WACD) policy on conservation district consolidation. After questions, they chose to not submit comments.

Resolution 2013-03 Petty Cash Elimination – Kim Simpson presented the resolution and how the tracking of petty cash was not an efficient use of time and resources. Jerry Asmussen moved to approve Resolution 2013-03 Petty Cash Elimination. Steve Colvin seconded the motion and the motion passed unanimously.

Resolution 2013-04 WSCC Cost-Share Rates – Craig Nelson presented the resolution and the need to approve it for implementing Washington State Conservation Commission. Steve Colvin moved to approve Resolution 2013-04 WSCC Cost-Share Rates. Jerry Asmussen seconded the motion and the motion passed unanimously.

Resolution 2010-01 – Check Signers – Kim Simpson informed the board that this resolution is outdated, since it contained names of Supervisors that were no longer on the board. Kim also informed the board that we need to add Steve Colvin to the North Cascades National Bank account. Jerry Asmussen moved to rescind Resolution 2010-01 Check Signers and add Steve Colvin to the District Checking Account as an authorized signer. Steve Colvin seconded the motion and the motion passed unanimously.

Resolution 2000-2 Tree Farm of the Year Award – Craig Nelson gave a history of this resolution. Jerry Asmussen moved to rescind Resolution 2000-2 Tree Farm of the Year Award. Steve Colvin seconded the motion and the motion passed unanimously.

Conservation Commission Grant Allocation Comments – As the state budget nears finalizing, the Commission needs to develop an allocation approach that will distribute the limited funds to districts in a fair manner. Craig went over the several suggested options from the Commission that will be considered during their board meeting in Moses Lake in May.

WACD Resolutions – Craig Nelson informed the board that it was time to start thinking of resolutions to present at the WACD area meeting, since the meeting is scheduled for October 1, 2013. Contact Craig if you have some ideas.

Temporary Lift of Exchange Leave Maximum Carryover – Craig Nelson explained that with the summer work load and time constraints, some staff would accrue more exchange leave than the maximum 24 hours. Steve Colvin moved to temporarily increase the maximum hours of

exchange leave to 48 hours through December 31, 2013. Jerry Asmussen seconded the motion and the motion passed unanimously.

Other – There was no other New Business.

Ivan Oberg **adjourned** the meeting at 8:25 PM.

Summary of Motions

Jerry Asmussen moved to approve the agenda as amended. Steve Colvin seconded the motion, and the motion passed unanimously.

Jerry Asmussen moved to approve the minutes as amended. Steve Colvin seconded the motion and the motion passed unanimously.

Jerry Asmussen moved to approve Treasurer's Report #720 as presented. Steve Colvin seconded the motion, and the motion passed unanimously.

Steve Colvin moved to approve the WSCC master contract. Jerry Asmussen seconded the motion, and the motion passed unanimously.

Steve Colvin moved to approve the DNR Transects MOA. Jerry Asmussen seconded the motion, and the motion passed unanimously.

Jerry Asmussen moved to authorize Ivan Oberg to sign the CRP Task Order with NRCS when it is finalized. Steve Colvin seconded the motion, and the motion passed.

Jerry Asmussen moved to authorize Ivan Oberg to sign the CCT contract for screens when the funding level is corrected for what can reasonably be completed within the grant window.. Steve Colvin seconded the motion and the motion passed unanimously.

Jerry Asmussen made a motion to authorize Ivan Oberg to sign the BOR modification once the corrections were made. Steve Colvin seconded the motion and the motion passed unanimously.

Jerry Asmussen moved to reappoint Ivan Oberg as Chair, Jerry Asmussen as Vice-Chair and Albert Roberts as District Auditor. Steve Colvin seconded the motion and the motion passed unanimously.

Jerry Asmussen moved to approve Resolution 2013-03 Petty Cash Elimination. Steve Colvin seconded the motion and the motion passed unanimously.

Steve Colvin moved to approve Resolution 2013-04 WSCC Cost-Share Rates. Jerry Asmussen seconded the motion and the motion passed unanimously.

Summary of Motions - Continued

Jerry Asmussen moved to rescind Resolution 2010-01 Check Signers and add Steve Colvin to the District Checking Account as an authorized signer. Steve Colvin seconded the motion and the motion passed unanimously.

Jerry Asmussen moved to rescind Resolution 2000-2 Tree Farm of the Year Award. Steve Colvin seconded the motion and the motion passed unanimously.

Steve Colvin moved to temporarily increase the maximum hours of exchange leave to 48 hours through December 31, 2013. Jerry Asmussen seconded the motion and the motion passed unanimously.

 7/2/12
Ivan Oberg, Chair Date


Kim Simpson, District Treasurer Date