



Okanogan Conservation District

1251 S. Second Ave, Room 102

Okanogan, WA 98840

DRAFT

TO: The Record
SUBJECT: June 4, 2015 Board of Supervisors Meeting
LOCATION: Okanogan Conservation District office, Okanogan, WA
FROM: Kim Simpson, District Treasurer

PRESENT:

Ivan Oberg, District Chair
Jerry Asmussen, District Vice-Chair
Albert Roberts, District Auditor
Steve Colvin, Supervisor
Lorah Super, Supervisor
Geri Oberg, Associate Supervisor
Craig Nelson, District Manager
Kim Simpson, District Treasurer
Bob Clark, Technical Program Coordinator

Kirsten Cook, Conservation Educator
Leslie Michel, Soil Scientist
Zach Day, Natural Resource Technician
Mindy Widell, Natural Resource Technician
Amy Martin, Conservation Planner
Allisa Carlson, Wildlife Conservation Planner
Will Keller, NRCS Range Specialist
Dale Swedberg, WDFW

Meeting Call to Order: Ivan Oberg called the meeting to order at 6:00 PM.

Agenda: Staff asked to add office equipment purchases and the Washington Association of Conservation Districts North Central Washington Area Meeting to “New Business”. Albert Roberts moved to approve the agenda as amended. Jerry Asmussen seconded the motion and the motion passed unanimously.

Approval of Minutes: Jerry Asmussen moved to approve the May 2015 minutes. Albert Roberts seconded the motion and the motion passed unanimously.

Treasurer's Report #745, which covers the checking account activity from May 8, 2015 to June 4, 2015, inclusive was presented for the Board's approval. The following vouchers/checks are approved for payment: Payroll direct withdrawals on 5-19-15 totaling \$13,196.05, payroll direct withdrawals on 6-3-15 totaling \$12,222.79, voucher (check) numbers; 10204 - 10234 totaling \$60,349.97, direct withdrawals on 5-14-15 totaling \$4,347.77, on 5-20-15 totaling \$825.00, on 5-

20-15 totaling \$164.56, on 5-20-15 totaling \$4,813.30, on 5-25-15 totaling \$193.29, on 5-25-15 totaling \$116.56, on 5-25-15 totaling \$229.36, on 5-25-15 totaling \$72.35, on 5-25-15 totaling \$9.00, on 6-2-15 totaling \$824.86, on 6-4-15 totaling \$1,375.00, on 6-4-15 totaling \$166.06, and no transfers. The deposits totaled \$101,403.53, and expenditures totaled \$98,905.92. Albert Roberts moved to approve Treasurer's Report #745 and the bill for the Noxious Weed Control Board as presented. Jerry Asmussen seconded the motion and the motion passed unanimously.

Supervisor Reports:

Lorah Super – Lorah reported there are many folks who have been talking about the toadflax infestation on the Bill Shaw Road and it is starting to creep into French Creek. She will be in contact with Anna Lyon about getting this area treated next week. She reported that she participated in the Fire Adapted Communities workshop in Spokane last month with Kirsten Cook and it was a good workshop. She and Kirsten also attended an emergency preparedness workshop hosted by the County recently. Lorah is working to get the District connected with the "Ready, Set, Go" program. She also reported that the Emergency Watershed Protection project began on her property. Lorah also attend the quarterly meeting of the North Central Washington Forest Health Collaborative.

Steve Colvin – Steve informed that cherry picking started yesterday. The day before, they received over an inch of rain in some places, which destroyed approximately 50% of the early cherry harvest. He added that the hay crops in the area are doing well because of the rain.

Albert Roberts – Albert reported that he is done logging for the year. He said the Okanogan Land Trust is hosting three workshops in June to work on a work plan for their operations. Albert added that there is a Slow Food meeting in Tonasket on June 8, 2015.

Jerry Asmussen – Jerry reported that the cattle are moved up to the high country pastures and that for him, rain is a good thing.

Ivan Oberg – Ivan reported that he just heard back from a survey he participated with in 2011. He said the Utah State University study is about human/carnivore interactions.

Natural Resources Conservation Service (NRCS):

Sarah Troutman-Zahn was unable to attend but Will Keller stood in for her. He provided her written report to the Board and talked about the workload of the NRCS office these days. He reported that NRCS, Washington Department of Fish & Wildlife, and other resource agencies are hosting a workshop on range pasture burn intensity impacts for later this month. He also reported that the Okanogan NRCS office has a new soil conservationist starting June 14, 2015.

Agency Reports:

Dale Swedberg, Washington Department of Fish and Wildlife (WDFW) – Dale had nothing new to report, that had not already been discussed by others.

District Manager and Staff Reports:

Craig Nelson reported that staff has been working fast and furious on Carlton Complex Fire projects and that 50% of funding is spent. Estimates for bags of grass seed are being calculated for hand application of areas treated for weeds, fire lines and Emergency Watershed Protection sites and the district plans to purchase seed now and plant later in the fall.

Craig gave updates on what is happening with the budget and although there is no word on whether Carlton Complex Fire funds will be added, there is still a 40 – 60% chance. Craig also added, that if the budget is not passed by June 30, 2015, district staff will not be able to work on state grants and we may have to lay off some employees.

Craig announced that Enduris will hold a free training, “Local Government Leadership Forum: The Role of Local Government as a Community builder in the 21st Century”, in Yakima on July 15, 2015. He also reported that the district applied for a grant to the Tributary Committee for the Curtis-Similkameen implement project, since there was a short window to submit the application. He added that the Colville Confederated Tribes will match funds, since they are very interested in seeing this project completed this summer.

Bob Clark reported that three of the Emergency Watershed Protection sites are completed, a fourth is nearly finished, and they have started on the longest dike, which is 825 feet long. At this time they are a little behind schedule, but should be able to catch up. Engineer, Ryan Roberts is on site to make sure the project is done per specs.

Zach Day stated there are several folks building fence and they are all in different stages of construction, which causes us problems, but that is the way it works. He also reported that the Washington Conservation Corps crew that the District gets for eight weeks, spent this week in the area repairing about a mile and a half of fence in the Chilliwist.

Amy Martin reported that plans under way to implement the designs done by Cardno for the Curtis-Similkameen project. The Okanogan Conservation District would administer the grant for \$3,000. She added that this would be a good year to implement, since the water is low.

Allisa Carlson introduced herself as the district’s new conservation planner for the Working for Wildlife grant.

Kirsten Cook reported that the Okanogan High School Advanced Biology class gave their Oden Road Fire Recovery last night. Lee Whittaker, who is the landowner where the study is done, presented two seniors of this class with \$10,000 scholarships each. She also reported that there was a meeting today with the Forest Service and NRCS Joint Chiefs, All Lands and All Hands to discuss funding seeking funding for forest management.

Contracts & Conservation Plans:

Washington State Conservation Commission Master Contract – Craig presented the master contract for Conservation Commission grants. This contract details the terms and conditions for

most Commission grants such as Implementation and Category 3 cost-share projects. The Board needs to approve this contract so we will be eligible to apply for Commission grants when they become available. Jerry Asmussen moved to authorize Ivan Oberg and Jerry Asmussen to sign the Washington State Conservation Commission Master Grant Contract. Albert Roberts seconded the motion and the motion passed unanimously.

Colville Confederated Tribes Fish Screen Contract – Craig Nelson and Bob Clark presented this new contract for the installation of fish passage friendly irrigation pump screens in the Okanogan River. This is a contract for \$304,316 to fund staff and pay the cost-share for the screens to be installed. They asked the board to authorize Ivan Oberg to sign the contract. Lorah Super moved to authorize Ivan to sign the new fish screen contract. Steve Colvin seconded the motion and the motion passed unanimously.

Public Report:

There was no public present.

Old Business

Plant Sale – Kim Simpson and Kirsten Cook presented on the outcome of the 2015 spring plant sale we recently conducted. Lorah Super moved to discontinue the plant sale for 2016, but offering a special project order process to landowners. Jerry Asmussen seconded the motion.

Vehicle Purchase – Craig Nelson reported that only one bid for a small Jeep SUV was submitted and that was after the deadline given. Therefore, Craig will go ‘car shopping’ early next week to see if he can come up with something that will compare against the one bid we received. The Board already authorized the purchase of a vehicle if we receive funding from the Conservation Commission (which we did in the amount of \$10,000), but we will need a second board member to sign a check when the time comes to finalize a purchase.

June/July Monthly Plan – No changes needed.

Other Old Business – There was a discussion regarding district shirts for staff. The board advise the staff to come up with a concrete plan and budget.

New Business

Board of Supervisors Office Selection and Committee Assignments – Craig explained that District procedures have been to select office positions (President, Vice-President, and Auditor) at the June Board meeting as that is the first meeting following the Conservation Commission meeting where supervisor elections and appointments are approved. He also suggested that the Board consider the makeup of the standing committees (personnel and budget) and decide if the current committee members should remain the same or change. Jerry Asmussen moved to approve the same officer positions, Lorah and Steve will be the personnel committee, and Albert and Jerry on the budget committee. Albert Roberts seconded the motion and the motion passed unanimously.

Office Refrigerator – Craig explained that the small refrigerator that has been used by CD staff for about 20 years was moved outside last spring because of the mold smell the door seal picked up from the mold in our building. We need a refrigerator for keeping meeting refreshments cool and for staff to use for lunches and treats for special occasions. Craig asked for approval to spend up to \$550 plus tax to purchase a refrigerator for the District. Steve Colvin moved to authorize staff to look for a refrigerator. Albert Roberts seconded the motion and the motion passed.

Storage Shed – Craig reported that the current storage shed is paid for by NRCS and they are needing more and more of the space. Furthermore, with extra staff in our office we need to move some of our supplies and tools out of the office space to make some room indoors. Since we can't move more into the NRCS shed we need to get one of our own to store our supplies, equipment, and miscellaneous gear. Craig is asking for authority to spend up to \$2,300 plus tax and delivery for a 10x16 foot storage shed that will be placed in our back parking lot. The board recommended looking at a cargo container.

Office Equipment – We need to purchase a few items of office equipment as we suspected we might several months ago when we started the process to get more staff. Craig is asked for authorization to spend up to \$500 plus tax and shipping for office chairs (anticipate 3 new chairs), \$700 plus tax and shipping for two Vari-Desks, and \$500 plus tax and shipping for a Microsoft Surface Pro tablet for Leslie to use to collect field data. Craig will try to get grants to fund as much of these as possible then we will use assessment funds to pay for the rest. Steve Colvin moved to authorize the purchase of three office chairs for up to \$500, plus tax and shipping, two Vari-Desks for up to 700 plus tax and shipping, and a Super Stroke 3 tablet for field data collection for up to \$500 plus tax and shipping. Albert Roberts seconded the motion, and the motion passed unanimously.

WACD Area Meeting – We are the lucky hosts of the 2015 Washington Association of Conservation District's (WACD) North Central Washington Area Meeting. The date has already been selected by WACD as Tuesday, October 13, 2015. We need to select a location as soon as possible to get it reserved and then we will work with WACD staff to get additional details figured out. We will also need to select a caterer or other service for a lunch for the day.

Okanogan Days – Okanogan Days will be held June 6, 2015 and since this is the closest date to the District's 75th Anniversary, staff will man a booth with birthday cake and participate in the parade with the outhouse.

Ivan Oberg **adjourned** the meeting at 7:41 PM.

Summary of Motions

Albert Roberts moved to approve the agenda as amended. Jerry Asmussen seconded the motion and the motion passed unanimously.

