



Okanogan Conservation District

1251 S. Second Ave, Room 102

Okanogan, WA 98840

TO: The Record
SUBJECT: May 7, 2015 Board of Supervisors Meeting
LOCATION: Okanogan Conservation District office, Okanogan, WA
FROM: Kim Simpson, District Treasurer

PRESENT:

Ivan Oberg, District Chair	Terri Williams, Conservation Planner
Albert Roberts, District Auditor	Leslie Michel, Conservation Planner
Lorah Super, Supervisor	Nancy Nash-Mendez, Spec. Proj. Coord.
Geri Oberg, Associate Supervisor	Zach Day, Natural Resource Technician
Randy Kelley, Associate Supervisor	Mindy Widell, Natural Resource Technician
Craig Nelson, District Manager	Amy Martin, Conservation Planner
Kim Simpson, District Treasurer	Mike Baden, WSCC
Bob Clark, Technical Program Coord.	Dale Swedberg, WDFW
Kirsten Cook, Conservation Educator	

Meeting Call to Order: Ivan Oberg called the meeting to order at 6:00 PM and asked each person to introduce themselves.

Agenda: Staff asked to add Washington Conservation Corps interlocal agreement to contracts, the office lease to Old Business and the FY 2016 Annual Plan of Work approval to New Business. Albert Roberts moved to approve the agenda as amended. Lorah Super seconded the motion and the motion passed unanimously.

Approval of Minutes: Albert Roberts moved to approve the April 2015 minutes. Lorah Super seconded the motion and the motion passed unanimously.

Treasurer's Report #744, which covers the checking account activity from April 3, 2015 to May 7, 2015, inclusive was presented for the Board's approval. The following vouchers/checks are approved for payment: Payroll direct withdrawals on 4-17-15 totaling \$11,690.15, payroll direct withdrawals on 5-4-15 totaling \$11,693.61, voucher (check) numbers; 10185 - 10203

totaling \$64,901.07, direct withdrawals on 4-3-15 totaling \$825.00, on 4-3-15 totaling \$164.56, on 4-6-15 totaling \$200.00, on 4-7-15 totaling \$4,330.68, on 4-14-15 totaling \$4,244.94, on 4-20-15 totaling \$825.00, on 4-20-15 totaling \$164.56, on 4-21-15 totaling \$4,253.54, on 4-21-15 totaling \$11.00, on 4-21-15 totaling \$200.00, on 4-24-15 totaling \$106.47, on 4-24-15 totaling \$349.74, on 4-24-15 totaling \$883.82, on 4-24-15 totaling \$117.57, on 4-30-15 totaling \$817.83, on 4-30-15 totaling \$517.77, on 4-30-15 totaling \$1,562.85, on 4-30-15 totaling \$40.13, on 5-4-15 totaling \$1,027.80, on 5-6-15 totaling \$825.00, on 5-6-15 totaling \$164.56, on 5-7-15 totaling \$4,254.22 and transfers to savings of \$79,539.00. The deposits totaled \$244,063.75, and expenditures totaled \$193,710.87. Albert Roberts moved to approve Treasurer's Report #744 as presented. Lorah Super seconded the motion and the motion passed unanimously.

Supervisor Reports:

Albert Roberts – Albert reported that good farm labor is difficult to come by, since he has already burned out two interns. It will be a long summer and he is busy trying to catch up.

Lorah Super – Lorah reported that her high tunnel was finally certified, but she received less cost share than anticipated. Her family has started to salvage log her place because her trees are too big to mill themselves. She has continued her conversation with Karen Ripley from the Department of Natural Resources about reforestation activities in French Creek and the possibility of using a masticator. Lorah reported that most of the grass seed the District applied is, for the most part not germinating, mainly because of a lack of moisture. She continues to communicate with Senator Parlette about funding for the District for Carlton Complex needs and will be attending the Fire Adapted Communities conference next week in Spokane. Lorah said that public perception in the valley is supportive of the District being in the lead role for this program in the valley. Lorah added that her work with the Forest Health Collaborative continues to increase with each passing month.

Associate Supervisor Reports:

Randy Kelley – Randy reported that he and his wife are in the process of building a house and that he was offered a position with the Foster Creek Conservation District to work on their Habitat Conservation Program.

District Manager and Staff Reports:

Craig Nelson reported on the latest in budget status for Carlton Complex funding for the next biennium. He informed that legislators are well aware of the need for the funding, but are also very touchy and not even close to an agreement, so he was advised to refrain from pushing the issue. Craig said we need to just sit and wait and then be prepared to jump, when the time comes.

Craig conveyed that a grant request was made to the Washington Department of Ecology Husseman funds for \$30,000. The grant would pay Conservation Corp Crews for eight weeks of work, rebuilding fence in the Carlton Complex Fire areas. Craig added that Zach Day is working

with their coordinator and the work will be funded through September. The Conservation Corps hope to finish a mile of fence per week.

Craig reported that Office 365 is up and running and working fairly well. Craig conveyed that Nancy Nash-Mendez has tendered her resignation and her last day will be May 15, 2015.

Bob Clark reported that the request for bids for the Emergency Watershed Protection program construction were emailed to a long list of contractors today. Bids are due on May 21, 2015 and a contractor will be selected that day. Bob added that work will need to be completed by June 24, 2015.

Nancy Nash-Mendez thanked the Board for her time here at the District. She has learned a lot and grown professionally during her time with the District. She added that although she is moving on to the Okanogan County Housing Authority, she will remain in close contact with the District. Congratulations were given to Nancy for her successful run at the Boston marathon.

Kirsten Cook shared information that was recently published by the Methow Valley News about conservation district programs. She also reported on fire fuels reductions in a couple of development areas in the Methow Valley.

Mindy Widell reported that she has been working on mapping landowner projects for Carlton Complex and learning some of Nancy's duties.

Terri Williams said she has been working with Zach and Mindy on determining fencing priorities for funding. She added that they are running into some coordination issues with the USDA Farm Service Agency, but hoping to get those worked out in the next few days. Terri reported that some estimates of damaged fence loss are a little high, so determining total costs and how much is available for all, is a moving target. Terri has been working with Zach, Mindy, and Amy on conservation planning training and how to file and organize records. Lorah Super asked about removal of destroyed fence material and if anyone is doing anything about this issue. Craig said that we could ask the Conservation Corps crews to pick this stuff up and haul it to the landfill and use our Carlton Complex funding to pay the tipping fees.

Zach Day stated that he is still doing initial site visits for landowners that requested them after the fire. In addition, he is working to coordinate the Conservation Corps crews. That is a challenge because the crews require the material for the fence to be on site.

Amy Martin said this is her fifth day on the job and she has been learning about the projects she will be taking over from Terri Williams. Amy previously worked for the Colville Confederated Tribes.

Contracts & Conservation Plans:

Washington State Conservation Corps Crew Interagency Agreement – Craig presented the agreement between OCD and the Washington Department of Ecology that will bring Conservation Corps crews to the Carlton Complex burn area for eight weeks of fence construction and other recovery activities. He asked for the board's approval to sign the agreement. It will be funded by a grant application recently submitted to the Department of Ecology's Husseman Grant program. Total cost for the project and grant request is \$30,000. Lorah Super moved to approved to authorize Craig Nelson to sign the Washington State Conservation Corps Crew Interagency Agreement. Albert Roberts seconded the motion and the motion passed unanimously.

Natural Resources Conservation Service (NRCS):

Sarah Troutman-Zahn was unable to attend but provided a written report that Kim distributed to the Board in her absence. Lorah reported that the Forest Health Collaborative is talking about applying for a funding source called the Joint Chiefs Initiative which is a partnership between NRCS and the Forest Service that can be used for fuels reduction activities.

Agency Reports:

Mike Baden, Washington State Conservation Commission (WSCC) – Mike informed that the Annual Financial Report and Annual Plan are due May 29, 2015. Mike reported that the Commission will approve supervisor elections and appointments at their regular meeting later this month in Ellensburg. Mike said that the Good Governance Review of Districts is being performed and that the Open Public Meetings training will be included in that review. So it is important that all District Supervisors complete their open public meetings training as soon as possible, if they have not done so already. He added, that so far the Okanogan Conservation District is completely in the green. Mike also reported that there are plans for a Cultural Resources Webinar in July. He conveyed that there is a marketing toolkit on the WSCC website that could be helpful for districts. Mike is also interested in learning how the WSCC is communicating with districts (emails, too much, not enough) and asked that you send comments to him. He added that he looks forward to spending tomorrow with Craig Nelson, visiting project sites and getting to know the area.

Dale Swedberg, Washington Department of Fish and Wildlife (WDFW) – Dale reported that WDFW has been working to get fencing contracts for boundary fencing for Indian Dan Canyon, Chilliwist, Methow and Pateros. With the absence of vegetation, they have been working on weed control actions and made requests for volunteer assistance, but only received a few offers. Other staff are working on getting fencing and watering points up to standard for emergency grazing pastures. Dale also reported that the Okanogan Land Trust is working on getting local landowners together to discuss easements and to solicit input from them about what their concerns are.

Public Report:

There was no public present.

Old Business

May/June Monthly Plan – Kim Simpson reminded the Board that they will need to select officer positions at the June board meeting.

Office Lease – Craig Nelson presented a draft office lease to rent the office space the District currently occupies in the USDA Okanogan Ag Service Center. He asked for authority to sign the lease upon approval of the lease by the Washington State Conservation Commission (WSCC) and Enduris. Lorah Super moved to authorize Craig Nelson or Ivan Oberg to sign the office lease agreement upon final approval of Enduris and WSCC. Albert Roberts seconded the motion and the motion passed unanimously.

New Business

Regional Conservation Partnership Program (RCPP) proposal – Leslie Michel presented on her proposal for funding to improve soil health and water quality through the use of cover crops. Leslie has already started communicating with conservation district staff from Eastern Washington and Oregon as well as faculty from the University of Idaho, to further develop a short-term cover crop program for dryland cropping. They are proposing three elements including outreach and education, cost-share, and technical assistance to landowners. Staff is asking for board approval to submit a grant application to this program for approximately \$4-6 million. Albert Roberts moved to authorize District staff to continue with the Regional Conservation Partnership Program (RCPP) proposal process. Lorah Super seconded the motion and the motion passed unanimously.

Plant Sale – Kirsten Cook gave a brief presentation on this year's plant sale. Surplus plants were provided to local public jurisdictions to beautify public spaces such as the Okanogan County Fairgrounds. We've done everything we can to reduce costs and increase revenue but we continue to struggle to make the program cost-effective. Craig Nelson asked the board to consider whether to keep the plant sale program and decide at the June or July 2015 board meeting. Ivan Oberg asked staff to ensure this topic remains on the old business part of the board agenda until a decision is made.

Carlton Complex EWP Contracting Officer – Craig Nelson and Bob Clark explained that the contracting process requires a single person to be identified as the contracting officer for the work to be done under the Emergency Watershed Protection (EWP) program. Staff is asking the Board to designate Craig as the contracting officer for this project. Albert Roberts moved to designate Craig Nelson as the contracting officer for the EWP program. Lorah Super seconded the motion and the motion passed.

Authority to Fill Employment Vacancy – Nancy Nash-Mendez has accepted a position with the Okanogan County Housing Authority and her last day is May 15, 2015. Staff is asking that

upon approval of Carlton Complex funding by the State of Washington for next biennium, we be able to fill the much needed position. Lorah Super moved, with heavy heart, to authorize Craig to fill the position left by Nancy Nash-Mendez, if funding is sufficient. Albert Roberts seconded the motion and the motion passed unanimously.

Authorization to Sign Ecology Grant Contract – We have the grant contract for the Water Quality Best Management Practices project that we submitted about 18 months ago to the Washington Department of Ecology. Terri gave the Board a brief synopsis of the work to be completed in the project. The total grant amount is \$330,692, with Ecology’s share of \$248,019, and the District providing \$82,673 in match. Staff is asking for authorization for Craig Nelson to sign the agreement. Lorah Super moved to authorize Craig Nelson to sign the Washington Department of Ecology Water Quality Best Management Practices agreement. Albert Roberts seconded the motion and the motion passed unanimously.

Annual Plan of Work FY 2016 – The Board discussed the Annual Plan. Lorah Super asked that we add the State and Private Lands Burned Area Emergency Response report to the list of documents used to direct Ecosystem Restoration activities. Lorah Super moved to approve the Annual Plan of Work for FY 2016 as amended. Albert Roberts seconded the motion and the motion passed.

Ivan Oberg **adjourned** the meeting at 7:48 PM.

Summary of Motions

Albert Roberts moved to approve the agenda as amended. Lorah Super seconded the motion and the motion passed unanimously.

Albert Roberts moved to approve the April 2015 minutes. Lorah Super seconded the motion and the motion passed unanimously.

Albert Roberts moved to approve Treasurer’s Report #744 as presented. Lorah Super seconded the motion and the motion passed unanimously.

Lorah Super moved to approved to authorize Craig Nelson to sign the Washington State Conservation Corps Crew Interagency Agreement. Albert Roberts seconded the motion and the motion passed unanimously.

Lorah Super moved to authorize Craig Nelson or Ivan Oberg to sign the office lease agreement upon final approval of Enduris and WSCC. Albert Roberts seconded the motion and the motion passed unanimously.

Albert Roberts moved to authorize District staff to continue with the Regional Conservation Partnership Program (RCPP) proposal process. Lorah Super seconded the motion and the motion passed unanimously.

