



1251 2ND AVENUE SOUTH – ROOM 102, OKANOGAN, WA 98840
PHONE: (509) 422-0855 EXT. 5 • FAX: (509) 422-0532 • WEB: WWW.OKANOGANCD.ORG

TO: The Record
SUBJECT: November 7, 2013 Board of Supervisors Meeting
LOCATION: Okanogan Conservation District office, Okanogan, WA
FROM: Kim Simpson, District Treasurer

PRESENT:

Ivan Oberg, Chair	Leslie Michel, Conservation Planner
Albert Roberts, Auditor	Gerri Oberg, Associate Supervisor
Jerry Asmussen, Vice Chair	Bill Eller, WA Conservation Commission
Steve Colvin, Member	Randy Kelley, Interested public
Craig Nelson, District Manager	Harold Crose, Interested public
Kim Simpson, District Treasurer	Mark Bareither, Interested public
Bob Clark, Technical Coordinator	Tom Tebb, WA Dept. of Ecology
Kirsten Cook, Conservation Educator	Sarah Troutman-Zahn, NRCS
Terri Williams, Conservation Planner	Curtis Beus, WSU Extension

Meeting Call to Order: Ivan Oberg called the meeting to order at 4:00PM. Ivan asked everyone to introduce themselves, because there were so many new faces present.

Agenda: Ivan Oberg asked for changes to the agenda. Staff asked to add a Professional Engineering Services Agreement, and Thurston Conservation District Interlocal Agreement to the “Review, approve, and sign contracts and conservation plans section”, and asked to add a camera purchase and computer equipment to New Business. Jerry Asmussen moved to approve the agenda as amended. Albert Roberts seconded the motion and the motion passed unanimously.

Approval of Minutes: Albert Roberts moved to approve the minutes as presented. Steve Colvin seconded the motion and the motion passed unanimously.

Treasurer's Report #726, which covers the checking account activity for October 4, 2013 to November 7, 2013, inclusive was presented for the Board's approval. The following vouchers/checks are approved for payment:

Payroll direct withdrawals on 10-8-13 totaling \$7,742.00, payroll direct withdrawals on 11-4-13 totaling \$7,741.99, voucher (check) numbers; 9847 - 9867 totaling \$87,491.92, direct withdrawals on 10-11-13 totaling \$3,184.64, on 10-17-13 totaling \$12.61, on 10-18-13 totaling

\$164.56, on 10-21-13 totaling \$412.00, on 10-21-13 totaling \$2,749.86, on 10-26-13 totaling \$675.02, on 10-26-13 totaling \$229.70, on 10-26-13 totaling \$7.34, on 10-31-13 totaling \$10.56, on 10-31-13 totaling \$1,757.43, on 10-31-13 totaling \$1,178.51, on 10-31-13 totaling \$105.58, on 10-31-13 totaling \$326.07, on 11-1-13 totaling \$12.61, on 11-4-13 totaling \$412.00, on 11-1-13 totaling \$164.56, on 11-7-13 totaling \$2,749.88 and transfers of \$2,210.00 to the savings account. The deposits totaled \$71,120.69 and expenditures totaled \$117,128.84. Albert Roberts moved to approve Treasurer's Report #726 as presented. Jerry Asmussen seconded the motion, and the motion passed unanimously.

Supervisor Reports:

Jerry Asmussen – Jerry reported that the Capitol Christmas Tree came through Tonasket. He informed that the Tonasket Future Farmers of America Parliamentary Team finished second in the nation. Jerry stated that the moisture is finally coming back to the hills. Some ponds that have not seen water in a number of years, have finished this growing season with some moisture. Drought effects are still being felt though, as tree mortality rates are still high.

Steve Colvin – Steve reported that harvest was up about 25% above average. All things are going well, although the barrel makers about one month behind. He had another request from friends about what the District could do to help them. He has been exchanging information from Craig Nelson to them and they are viewing the District as an information center.

Albert Roberts – Albert stated that he finally hauled in the last hay. He informed that the Tilth Producers Annual Meeting is in Yakima this coming weekend. Albert reported that the next Planning Commission meeting will be dealing with conditional use permits for marijuana growing operations. He also stated that on December 7, 2013, Washington State University, Farm Bureau, and other organizations are holding a succession planning workshop in Tonasket. Albert informed that he will not be able to attend the January 2014 board meeting.

Associate Supervisor Reports:

The District received a letter of request for Associate Supervisor appointment from Randy Kelley, of Okanogan. Randy is the recently retired District Conservationist for the Okanogan office of the USDA Natural Resources Conservation Service. Randy said he 'really has nothing to say' regarding his request to be an association supervisor. Jerry Asmussen moved to approve Randy Kelly's application for Associate Supervisor. Albert Roberts seconded the motion, and the motion passed unanimously.

District Manager and Staff Reports:

Craig Nelson reported that he is on a committee to work out the conservation district election process and would appreciate any thoughts or ideas on how district elections should be run, that the supervisors may have. He informed that the new network for the District was purchased and the network attached storage device is working nicely. With this new system employees will be able to access files from outside the building, but that we will need an upgrade to the system, which will be discussed later on in the meeting. Craig explained that our old copier was destroyed during the move back to our office and that because of the urgent need, a new one was

purchased. The district's insurance covered all the cost of the copier, with the exception of the \$1,000 deductible.

Craig also informed the board that the District's Jeep Liberty was totaled while Terri Williams was driving over Loup Loup pass and hit an icy patch on the road. The vehicle was not covered for collision. He also reported that the Jeep Cherokee had gas stolen from the tank and in the process the perpetrator punched a hole in the gas tank, so the District is down two vehicles. There will be more discussion about vehicle management later in the meeting.

Craig met with Juda Youngstrom, the office building's owner, regarding office rent and how much the District could afford and she said she would get back with him. Staff members continue to be on the lookout for office space options.

Bob Clark reported that 14 screens were recently installed. He has set up a new site tour for contactors on November 15, 2013 for another 11 to 12 sites, barring serious weather delays.

Kirsten Cook reported that the Ecology of the Okanogan class had the opportunity to dissect some salmon. They visited Driscoll Island with Chris Fisher from the Colville Tribes. They found a data logger inside one fish from the University of Idaho that was put in the fish at Bonneville Dam. The students are really engaged and enjoying the class. There are threats to the program related to funding the substitute teacher and transportation costs for keeping the program going. Students are telling their friends how much they enjoy the class, so there is potential for greater participation.

Terri Williams gave a progress report on the grant application that she talked about at the last meeting, regarding aquatic weeds on Spectacle Lake. She stated that the grant rules at the Department of Ecology requires a management plan, before implementation can be funded. So the group is working on developing a grant to conduct a survey of the 15 highest risk lakes and develop an Integrated Aquatic Management Plan for all lakes in the County, with specific items for the 15 evaluated. Okanogan County Planning will help with the planning and the Noxious Weed Board will oversee the lake survey. The application is almost finished and is due November 15, 2013.

Terri is also working on a water quality grant application for the Department of Ecology. It will focus on water quality projects with a heavy influence of agriculture. There will be a heavy information and education component of the grant. The Don Curtis project will move forward despite the buffer requirements from the funder for the project. The landowner was hesitant, but agreed to the buffer required by the Douglas County Public Utility District (PUD).

Leslie Michel reported that she met with Curtis Beus and Ed Townsend today, about the opportunity for a soil water quality project. She will also be meeting with Craig about developing an inter-local agreement with the Okanogan PUD for continuing the Save Water Save Energy project.

Guest Presentation – Ecology and CD relations

Mr. Tom Tebb, Central Region Director for the Washington Department of Ecology was welcomed to the District board meeting. Tom thanked the Board for the opportunity to be at the meeting. He is here, in part, to respond to Craig Nelson's request to be better partners and work on improving the relationship and coordinating services. He said it is important that Ecology gets its staff working early and often with applicants for grant funding, to get quality applications submitted. It is really important that they have quality relationships with Conservation Districts, landowners, and others to make conservation happen on the ground. He committed to have himself or Mark Peterschmidt's boss (Charlie McKinney) present during at least two board meetings per year.

Tom acknowledged that the District terminated our agreement to work with Ecology on water quality complaints. He would still like to be a partner with the District and is interested in working with us in whatever manner possible. He stated that we have a better outcome, when the people are a part of the solution.

Guest Presentation – Energy Audits

Mr. Harold Crose, retired Area Conservationist for the USDA Natural Resources Conservation Service (NRCS) was welcomed to the District board meeting. Harold is a volunteer for NRCS and is an Associate Supervisor for Grant Conservation District. He continues to work with NRCS to implement an agriculture energy program in Washington State. The program exists, but the technical capacity is not present to conduct landscape energy audits on farms statewide. The tool is going through approval at the National Level to be used throughout the country, but is already approved for use in Washington State. NRCS has dedicated funding for energy conservation and Washington State NRCS asked for several million dollars to fund energy audits. This past spring they had 143 applications in Eastern Washington. NRCS only has one auditor that is allowed to do the work in Washington, but the person lives in Oregon and thus has only completed three of the 143 audits.

Harold is working with NRCS, Washington Association of Conservation Districts, Washington Conservation Commission and five conservation districts. The conservation districts will work with retired NRCS employees that have the technical skills to perform the services through the Technical Service Provider system. NRCS will train these folks through the winter and into early spring. The employees will do the audit for the amount of cost-share approved for each landowner's audit (generally \$2,000-\$4,000 each), minus the administrative cost for the district. Harold is also interested in having the Districts take the lead on getting the word out to landowners to have them sign-up for energy audits.

On November 19, 2013, from 10:00 am to 12:00 PM, there will be a teleconference for all of the project partners, to have a scoping meeting discussion on how the process will work. If everyone agrees on how to move forward with the project at that time, Harold will begin working with the five retired NRCS employees to get them trained up and get agreements in place to move the project forward. The Board directed Craig Nelson to participate in the November 19, 2013 teleconference and continue to track the program.

Contracts & Conservation Plans

Whitestone Cattle Company Cost-share Agreement – Leslie presented the cost-share agreement for work on Whitestone Cattle Company land owned by Jerry Asmussen and funded for the amount of \$59,931.00, by the Department of Ecology Bonaparte Creek II grant. The work will include root-wads, woody vegetation planting, beaver poles, and some other work. Albert Roberts moved to approve the Whitestone Cattle Company cost share agreement, Steve Colvin seconded the motion and the motion passed with Jerry Asmussen abstaining.

Thurston Conservation District Inter-Local Agreement – Craig Nelson gave the background on the need for the agreement to fund some of the cost of Terri William's assistance for the Technical Employee Training group. The agreement will allow us to be reimbursed for Terri's travel costs to attend an upcoming meeting. There is some concern that the agreement may not cover Terri's wages. Jerry Asmussen moved to approve the inter-local agreement with Thurston Conservation District. Albert Roberts seconded the motion and the motion passed unanimously.

Professional Engineering Services Inter-Local Agreement – Craig Nelson explained the agreement. Albert Roberts moved to approve the Professional Engineering Services inter-local agreement, Jerry Asmussen seconded the motion and the motion passed unanimously. The Board also directed Craig to represent the Okanogan Conservation District on the Engineering Cluster Board of Directors.

Mid-Columbia PUD Tributary Committee Funding Agreement – Terri Williams explained that this agreement is to fund the design of the work necessary to improve salmon habitat and stabilize an eroding stream bank on the Curtis property near Oroville. The agreement is for \$84,640 and will pay for consulting engineer services and Terri's time to coordinate the project. There is a small amount of overhead that can be charged as well. Albert Roberts moved to approve the Mid-Columbia PUD Tributary Committee funding agreement. Jerry Asmussen seconded the motion and the motion passed unanimously.

Natural Resources Conservation Service (NRCS): Sarah Troutman-Zahn reported that she and Craig Nelson are working on the Cooperative Working Agreement that will specify what services and programs the District and NRCS share. She informed that there is still no farm bill, but that most programs have funds available. Sarah stated that all Conservation Reserve Program plans were submitted on time thanks to the assistance of District staff. Sarah reported that Kerry Wilson was selected as the Nespelem Tribal District Conservationist and will begin work on November 18, 2013.

Agency Reports:

Curtis Beus Washington State University Extension: - Curtis Beus reported that he had a good meeting with Leslie Michel regarding a soil health grant program. The project idea is to try some unique spring cover crops to stabilize soils, without overusing soil moisture for summer crops. There is a workshop coming up on December 7, 2013 that is sponsored by the Okanogan Land Trust on working with landowners to keep land in the family.

Ivan Oberg handed the meeting over to Jerry Asmussen, so he could leave the room to discuss some issues with Sarah Troutman-Zahn.

Bill Eller – Washington State Conservation Commission – Bill Eller reported that Commission set up a three member sub-committee to develop a plan for how to distribute the Category 3 funding. There is some concern for how to distribute this funding, because there is a great deal more in requests than funding available. The December 5, 2014 Commission meeting at Suncadia will have a discussion on buffer standards and Bill stressed it was important to have as many supervisor's attend as possible. Bill stated that the Good Governance check list for conservation districts is out for comment and that once the list is adopted, it will be locked in for two years.

Old Business

WACD Annual Meeting Attendance – After discussion, Albert Roberts moved to approve WACD annual meeting attendance of Steve Colvin, Lorah Super, Randy Kelley, and Craig Nelson and approve Randy as a voting representative for the Okanogan CD. Steve Colvin seconded the motion, and the motion passed.

November Monthly Plan of Work – Kirsten Cook mentioned to folks, that if they have some good photos to get them to her, if they would like to have featured in the District calendar to get them to her.

Other – There was no other old business.

New Business

Supervisor Election – Kim Simpson explained the need to set a resolution establishing the 2014 election date, time and place. Ivan Oberg is up for election and Jerry Asmussen is up for appointment. Albert Roberts moved to approve Resolution #2013-05, setting the election date for February 19, 2014, at the Okanogan Grange Hall from 4:00 PM to 8:00 PM. The candidate filing deadline is set for January 17, 2014 by noon and the last day to request an absentee ballot is set February 3, 2014 by noon. Steve Colvin seconded the motion and the motion passed unanimously.

District staff were directed to begin putting plans together for an Annual Meeting and report back at the December Board meeting. The Annual Meeting will occur at the same location as the District Supervisor election from 6:00 to 8:00 PM.

Renew MRSC Small Works Roster Membership – After discussing the need to continue this service, Albert Roberts moved to approve the MRSC Small Works Roster membership renewal. Steve Colvin seconded the motion and the motion passed unanimously.

NACD Annual Dues – Kim Simpson explained that the District received the 2014 annual membership funding request. Albert Roberts moved to approve paying \$500.00 in annual dues to NACD. Steve Colvin seconded the motion and the motion passed unanimously.

Ivan Oberg returned to the meeting.

Color Copier/Printer Purchase – Steve Colvin moved to approve the color copier/printer purchase. Albert Roberts seconded the motion and the motion passed unanimously.

Vehicle Replacement – After reiterating the need for a new vehicle, Craig Nelson read off the criteria request from staff and general discussion. Craig was directed to research purchasing options and present two or three at the December 2013 board meeting.

2014 Budget – Kim Simpson presented the draft 2014 district budget and answered questions. The draft budget will be brought back to the December board meeting for approval.

Camera Purchase – Kirsten Cook said she would like to purchase a GoPro camera that offers both video and still photos. It is in a water, dust, and shock proof case. She would like to use it with the Ecology of the Okanogan and the Firewise programs. The cost is about \$400 for the camera and \$160 for the necessary accessories. Steve Colvin moved to approve the purchase of the GoPro camera and necessary accessories, Albert Roberts seconded the motion, and the motion passed unanimously.

Switch Purchase – Craig explained the need to purchase an updated computer network switch as the current one is a 100 MB/Second switch and is too small. The new one needs to be a Gigabit switch. Craig did a quick search and found them for less than \$100. Steve Colvin moved to approve the purchase of a new updated computer network switch, Albert Roberts seconded the motion, and the motion passed unanimously.

Other – There was no other new business.

Ivan Oberg **adjourned** the meeting at 8:05 PM.

Summary of Motions

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

Albert Roberts moved to approve the minutes as presented. Steve Colvin seconded the motion and the motion passed unanimously.

Albert Roberts moved to approve Treasurer's Report #726 as presented. Jerry Asmussen seconded the motion, and the motion passed unanimously.

Jerry Asmussen moved to approve Randy Kelly's application for Associate Supervisor. Albert Roberts seconded the motion, and the motion passed unanimously.

Albert Roberts moved to approve the Whitestone Cattle Company cost share agreement, Steve Colvin seconded the motion and the motion passed with Jerry Asmussen abstaining.

Summary of Motions – Continued

Jerry Asmussen moved to approve the inter-local agreement with Thurston Conservation District. Albert Roberts seconded the motion and the motion passed unanimously.

Albert Roberts moved to approve the Professional Engineering Services inter-local agreement, Jerry Asmussen seconded the motion and the motion passed unanimously. The Board also directed Craig to represent the Okanogan Conservation District on the Engineering Cluster Board of Directors.

Albert Roberts moved to approve the Mid-Columbia PUD Tributary Committee funding agreement. Jerry Asmussen seconded the motion and the motion passed unanimously.

Albert Roberts moved to approve WACD annual meeting attendance of Steve Colvin, Lorah Super, Randy Kelley, and Craig Nelson and approve Randy as a voting representative for the Okanogan CD. Steve Colvin seconded the motion, and the motion passed.

Albert Roberts moved to approve Resolution #2013-05, setting the election date for February 19, 2014, at the Okanogan Grange Hall from 4:00 PM to 8:00 PM. The candidate filing deadline is set for January 17, 2014 by noon and the last day to request an absentee ballot is set February 3, 2014 by noon. Steve Colvin seconded the motion and the motion passed unanimously.

Albert Roberts moved to approve the MRSC Small Works Roster membership renewal. Steve Colvin seconded the motion and the motion passed unanimously.

Albert Roberts moved to approve paying \$500.00 in annual dues to NACD. Steve Colvin seconded the motion and the motion passed unanimously.

Steve Colvin moved to approve the color copier/printer purchase. Albert Roberts seconded the motion and the motion passed unanimously.

Steve Colvin moved to approve the purchase of the GoPro camera and necessary accessories, Albert Roberts seconded the motion, and the motion passed unanimously.

Steve Colvin moved to approve the purchase of a new updated computer network switch, Albert Roberts seconded the motion, and the motion passed unanimously.

Ivan Oberg, Chair

Date

Kim Simpson, District Treasurer

Date