



Okanogan Conservation District

1251 S. Second Ave, Room 102

Okanogan, WA 98840

TO: The Record
SUBJECT: September 3, 2015 Board of Supervisors Meeting
LOCATION: Okanogan Conservation District office, Okanogan, WA
FROM: Kim Simpson, District Treasurer (assisted by Terri Williams)

PRESENT:

Ivan Oberg, District Chair	Kirsten Cook, Conservation Educator
Jerry Asmussen, Vice Chair	Terri Williams, Conservation Planner
Albert Roberts, District Auditor	Leslie Michel, Soil Scientist
Steve Colvin, Supervisor	Mindy Widell, Natural Resource Technician
Geri Oberg, Associate Supervisor	Amy Martin, Conservation Planner
Craig Nelson, District Manager	Mike Baden, WSCC
Kim Simpson, District Treasurer	Sarah Troutman-Zahn, NRCS
Bob Clark, Technical Program Coordinator	Brandon Hendricks

Meeting Call to Order: Ivan Oberg called the meeting to order at 6:03 PM.

Agenda: District staff asked to add a Professional Engineer Cluster Agreement and Memorandum of Agreements with other conservation districts to 'Review, Approve and Sign Contracts and Conservation Plans'. Steve Colvin moved to approve the agenda. Albert Roberts seconded the motion and the motion passed unanimously.

Approval of Minutes: Albert Roberts moved to approve the August 2015 minutes. Steve Colvin seconded the motion and the motion passed unanimously.

Treasurer's Report #748, which covers the checking account activity from August 7, 2015 to September 3, 2015, inclusive was presented for the Board's approval. The following vouchers/checks are approved for payment: Payroll direct withdrawals on 8-18-15 totaling \$12,302.16 , payroll direct withdrawals on 9-3-15 totaling \$12,440.38, voucher (check) numbers; 10311 - 10324 totaling \$21,304.89, direct withdrawals on 8-11-15 totaling \$818.96 on 8-14-15 totaling \$4,671.48 on 8-17-15 totaling \$5,373.08, on 8-17-15 totaling \$309.96, on 8-20-15 totaling \$1,375.00, on 8-20-15 totaling \$166.06, on 8-25-15 totaling \$4,583.32, on 8-25-15

totaling \$390.22, on 8-25-15 totaling \$276.41, on 8-25-15 totaling \$77.88, on 8-25-15 totaling \$93.32, on 8-25-15 totaling \$419.34, on 8-25-15 totaling \$137.89, on 8-25-15 totaling \$780.24, on 9-3-15 totaling \$1,375.00, on 9-3-15 totaling \$166.06, and transfers to savings of \$575,640.00. The deposits totaled \$657,590.14, expenditures totaled \$642,701.65. Albert Roberts moved to approve Treasurer's Report #748 as presented. Steve Colvin seconded the motion and the motion passed unanimously.

Supervisor Reports:

Lorah Super – Lorah provided her report through an email that was shared at the board meeting, since was not able to attend the meeting.

Steve Colvin – Steve reported that July was the hottest month on record. He informed that the Fish and Wildlife reported salmon were dying because the water was up to 82 degrees in the Okanogan River. He added that crops were two weeks ahead and that the fire did not get too close. He has been speaking with Ivan Oberg about the Long Term Recovery Organization.

Albert Roberts – Albert reported that his month was exciting, with the fire burning from Wannacut Basin to his place in 45 minutes. He added that he lost two of his rentals, hay, 85 percent of his timber and is missing one calf. He informed that Brandon Hendricks has been a wonderful help during this time.

Associate Supervisor Reports:

No associate supervisor presentations.

District Manager and Staff Reports:

Craig Nelson reported that the BAER (Burned Area Emergency Response) team will begin work on Friday and work for eight straight days. He informed that this will be different than last year, because a federal major disaster declaration has not been approved. He added that the State Emergency Management has been very helpful. It is possible that the BAER team will be used in Stevens and Chelan County later on.

Craig stated that a meeting with the Natural Resource Technical team was held, to discuss what resources are available and what is needed. Craig reported that staff are working on a Resource Guide and have updated last year's forms. The district was asked to facilitate a meeting with livestock producers last night, which was well attended; there were over 100 attendees and it was standing room only.

Craig reported that an official request for Emergency Watershed Protection (EWP) has not been made. He said that the Washington State Conservation Commission will make one request for all fire areas. He added that the problem is there are no funds for EWP. Craig also expressed his gratitude for the District staff and their efforts. He informed the board that Valarie Hampton, from Cascadia Conservation District will be coming to assist with phones and data entry for a couple of weeks.

Bob Clark reported that he continues to work on fish screen projects. Keith Kistler asked for a summary of screens and was amazed at how many were already installed. There are around 55 screens on the list, but 30 of the remaining screens were located on Lake Osoyoos, which does not have Steelhead and Chinook, so those screens will probably not be installed. This leaves 25 screens remaining for installation and Bob has plans for some to be installed this fall.

Kirsten Cook reported that the Fire Adaptive Community network has assisted with post fire learning and that it is nice to have that level of support. She informed that she working on a request for \$110,000 in Title III funds for Firewise. Kirsten is also working on a Joint Chiefs proposal for school programs.

Amy Martin reported that she submitted an Irrigation Efficiencies Management application for drought funding through the WSCC. This grant would be for outreach and education and the work would be through December 31, 2015.

Leslie Michel reported that she had to cancel the soil sample collection last week due to thick smoke and the sampling will be delayed until October. She is working on pulling together the BAER team and will then be on vacation.

Contracts & Conservation Plans:

PUD #1 of Okanogan County Memorandum of Understanding – Leslie Michel informed that this MOU would be a continuation of the Save Water Save Energy rebate program that we currently have. The grant would be for \$9,000 and would go for two years. Steve Colvin moved to approve the memorandum of understanding with the PUD #1 of Okanogan County for the agricultural energy rebates. Albert Roberts seconded the motion and the motion passed unanimously.

Professional Engineering Cluster Agreement – Craig Nelson informed that this agreement is a renewal of an agreement with Kittitas, Cascadia, Foster Creek, and South Douglas Conservation Districts for use of the shared cluster engineering services. Steve Colvin moved to approve the Inter-district Agreement for Professional Engineering Services. Albert Roberts seconded the motion and the motion passed unanimously.

Memorandum of Agreement with Conservation Districts – Craig Nelson explained that there is a need for additional assistance from other conservation district staff for the BAER team and other help in the office because of the Okanogan Complex Fire. He added that eventually the goal is to have one master agreement with all conservation districts. Albert Roberts moved to approve authorization for Ivan Oberg to sign memorandum of agreement with other conservation districts as the need arises. Steve Colvin seconded the motion and the motion passed unanimously.

Natural Resources Conservation Service (NRCS): Sarah Troutman-Zahn reported that she has been on the road non-stop all summer, spending a good portion of her time in Douglas County. She distributed a written report and then added other information. She informed that for now there are no funds available, or in the works for EWP. Sarah said that the Environmental

Quality Incentives Program application deadline was extend to October 16, 2015. She added that the Air Quality Initiative received 27 applications for the north central area to assist landowners wanting to convert to mulch till or no till. Sarah reported that she attended the Joint Chiefs meeting and has been working on the proposal with Kirsten Cook. She discussed the need for local conservation planner courses and stated that with seven district employees need certification, she is pushing for the training.

Agency Reports:

Mike Baden, Washington State Conservation Commission (WSCC) – Mike reported that he is learning the ropes of helping districts with the fire situation and is relying on Bill Eller for information. The WSCC is working on a formalized request on one EWP contract to send to the Natural Resources Conservation Service. Mike informed that the supervisor training deadline has been extended to September 10, 2015 and advised any Supervisors who have not finished the training to go on line and complete the certification. Mike reported that there will be a webinar on September 18, 2015 to go through the new process of elections. He added that some changes will involve online forms for the elected and appointed supervisor applications. Mike reported that the Good Governance process was being reviewed and that Ray Ledgerwood was asking for comments on the process. He said there will be a policy meeting in Ellensburg on September 21, 2015. Mike informed that the WSCC will begin using GovDelivery, an email subscription service, on September 23, 2015 to help improve communication with districts. He added that they will no longer use the all-district google group list to send out announcements, so you will need to subscribe for this service if you want to continue getting notices and announcements. This service gives an options to choose which topics you wish to receive information on.

Public Report:

There were no public comments.

Old Business

Washington Association of Conservation District (WACD) Resolutions – Craig Nelson informed that it was time to work on WACD resolutions so they would be ready for our area meeting on October 13, 2015. After discussing four resolutions that were approved last year, Steve Colvin moved to have Craig Nelson check on the status of the resolutions and give authorization to run with the resolutions unless WACD made progress implementing them. Albert seconded the motion and the motion passed unanimously.

August/September Monthly Plan – It was noted that the County Fair was moved two weeks later because of the fires. Kim Simpson reminded everyone of the WACD area meeting on October 13, 2015. There was a discussion on whether there will be a Coordinated Resource Management tour.

Other Old Business – There was no other old business.

New Business

Fire Disaster Emergency Declaration – Craig Nelson presented Resolution 2015-02, stating that it was nearly identical to last year’s declaration. Jerry Asmussen moved to approve Resolution 2015-02, Fire Disaster Emergency Declaration. Albert Roberts seconded the motion and the motion passed unanimously.

Fire Response Activities and Staff Authorization – Craig Nelson informed that the Okanogan Complex fire assistance may require negotiating an agreement for leasing the office at the other end of the building and developing partnerships with other agencies. Jerry Asmussen moved to give the authority to the District Manager, Craig Nelson, to act on emergency basis with reasonable limits and report back at successive meetings. Albert Roberts seconded the motion and the motion passed unanimously.

Long-Term Recovery Organization – Craig Nelson gave a background on the Long-term Recover Organization and how it began with the Carlton Fire last year, including representatives from the Methow, Brewster/Pateros and Chiliwist/Malott areas. The group would like to expand the organization county wide and include representatives from the Omak/Okanogan, Colville Confederated Tribes and Tonasket/Oroville areas. It was discussed as to what level the Okanogan Conservation District should play a role. Jerry Asmussen moved to send a letter to the Long Term Recovery Organization relating the District’s willingness to be an active member and to have one seat at the table, giving the manager authorization to decide who the member would be. Albert seconded the motion and the motion passed unanimously.

Oroville City Water Partnership – Craig Nelson stated that Dan Haller is working with the City of Oroville and the water from city wells is too bad to use without a treatment plant. There are concerns on how to mitigate the water from the Similkameen for the Veranda Beach. They are seeking the district’s assistance to complete outreach or on the ground projects. The Board of Supervisors advised Craig to continue to investigate and define a scope of work and add a little clarity.

Sarratt Restoration Project Cost Share Rate – Bob Clark informed that the Emergency Watershed Protection project #12 needs bank stabilization and revegetation and working on a cost share agreement, we need to finish the project. Our current cost share policy allows us to pay 75% of the project cost and we need approval for over the 75% cost share. After discussion, Albert Roberts moved to approve paying 90% of the cost share for the Sarratt Restoration Project. Jerry Asmussen seconded the motion and the motion passed unanimously.

Albert Roberts moved to give Ivan Oberg authorization to sign the Sarratt Restoration Project cost share agreement when completed. Jerry Asmussen seconded the motion and the motion passed unanimously.

Temporary Lifting Exchange Leave Limits – Craig Nelson informed that staff would be putting in more hours than normal, because of the Okanogan Complex fire assistance. Currently, staff are allowed to accrue up to 24 hours of exchange leave at the end of a pay period. Jerry Asmussen moved to approve an increase of accrued exchange leave to 48 hours at the end of a pay period and paid overtime leave for Zach Day and Mindy Widell for the duration of the

emergency and to expire on December 31, 2015. Albert seconded the motion and the motion passed unanimously.

District Credit Card and Purchase Approval Policy Updates – Craig Nelson presented the draft District Credit Card and Purchase Policy. After discussion, Jerry Asmussen moved to approve 2-13 Purchase Policy and the attached procedure as changed and within the constraints of our annual budget. Albert Robert seconded the motion and the motion passed unanimously.

Unintended Discovery (Cultural Resources) Plan – This plan sets forth procedures for the unanticipated discovery of cultural resources and human skeletal remains while assisting land owners with cost share projects. Steve Colvin moved to approve the Unintended Discovery Plan. Albert Roberts seconded the motion and the motion passed unanimously.

Other – There was no other new business.

Ivan Oberg **adjourned** the meeting at 8:55 PM.

Summary of Motions

Steve Colvin moved to approve the agenda. Albert Roberts seconded the motion and the motion passed unanimously.

Albert Roberts moved to approve the August 2015 minutes. Steve Colvin seconded the motion and the motion passed unanimously.

Albert Roberts moved to approve Treasurer's Report #748 as presented. Steve Colvin seconded the motion and the motion passed unanimously.

Steve Colvin moved to approve the memorandum of understanding with the PUD #1 of Okanogan County for the agricultural energy rebates. Albert Roberts seconded the motion and the motion passed unanimously.

Steve Colvin moved to approve the Inter-district Agreement for Professional Engineering Services. Albert Roberts seconded the motion and the motion passed unanimously.

Albert Roberts moved to approve authorization for Ivan Oberg to sign memorandum of agreement with other conservation districts as the need arises. Steve Colvin seconded the motion and the motion passed unanimously.

Steve Colvin moved to have Craig Nelson check on the status of the resolutions and give authorization to run with the resolutions unless they made the program. Albert seconded the motion and the motion passed unanimously.

Jerry Asmussen moved to approve Resolution 2015-02, Fire Disaster Emergency Declaration. Albert Roberts seconded the motion and the motion passed unanimously.

