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**TO:** The Record  
**SUBJECT:** August 1, 2013 Board of Supervisors Meeting  
**LOCATION:** USDA Service Center, Okanogan, WA  
**FROM:** Kim Simpson, District Treasurer

**PRESENT:**

Ivan Oberg, Chair	Bob Clark, Technical Coordinator
Jerry Asmussen, Vice Chair	Kirsten Cook, Conservation Educator
Albert Roberts, Auditor	Terri Williams, Conservation Planner
Lorah Super, Member	Leslie Michel, Conservation Planner
Craig Nelson, District Manager	Gerri Oberg, Associate Supervisor
Kim Simpson, District Treasurer	Bill Eller, WA Conservation Commission

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

**Agenda:** Ivan Oberg asked for changes to the agenda. Staff asked to add iPad software purchase to new business, Young Farmers Coalition Sponsorship to new business, and County Fair booth agreement to Contracts. Lorah Super moved to approve the agenda as amended. Albert Roberts seconded the motion and the motion passed unanimously.

**Approval of Minutes:** Ivan Oberg asked for comments on the July 2, 2013 minutes. Lorah Super moved to approve the minutes as presented. Albert Roberts seconded the motion and the motion passed unanimously.

**Treasurer's Report #723,** which covers the checking account activity for July 3, 2013 to August 1, 2013, inclusive was presented for the Board's approval. The following vouchers/checks are approved for payment:

Payroll direct withdrawals on 7-18-13 totaling \$7,741.98, Payroll direct withdrawals on 8-1-13 totaling \$7,741.98, Voucher (check) numbers 9788 - 9805 totaling \$108,452.55, Direct withdrawals on 7-3-13 totaling \$2,754.88, on 7-12-13 totaling \$2,679.88, on 7-17-13 totaling \$12.61, on 7-19-13 totaling \$164.56, on 7-19-13 totaling \$412.00, on 7-23-13 totaling \$2,749.90, on 7-25-13 totaling \$44.45, on 7-25-13 totaling \$2,611.72, on 7-25-13 totaling \$199.33, on 7-25-13 totaling \$37.39, on 7-30-13 totaling \$200.00, on 7-31-13 totaling \$152.57, on 7-31-13 totaling \$1,522.80, and on 7-31-13 totaling \$1,276.91 and on 7-31-13 totaling \$255.68 and transfers of \$781.00 to the savings account. The deposits totaled \$71,624.15 and expenditures totaled

\$139,011.19. Albert Roberts moved to approve Treasurer's Report #723 as presented. Jerry Asmussen seconded the motion, and the motion passed unanimously.

Albert Roberts reported that he met with Kim Simpson and Craig Nelson regarding the transfer of funds from Assessment to the savings account to equal the approved budget levels for rent and vehicle purchase.

**Supervisor Reports:**

**Lorah Super** – Lorah has been placed on the North Central Washington Forest Health Collaborative Interim steering committee. She has participated in one conference call with the group. She reported that the next Forest Health Collaborative meeting for everyone is at the Chelan City Hall on September 12, 2013, from 10:00 AM to 4:00 PM. She also believes they appointed Amy Hendershot from Natural Resources Conservation Service to the steering committee.

**Jerry Asmussen** – Jerry did not have a report tonight.

**Albert Roberts** – Albert reported that the Okanogan Land Trust is having their Annual Dinner on October 6, 2013. Location is to be determined, but will likely take place from 1:00 - 4:00 PM. The Washington Young Farmers Coalition is having their meeting in the area, also on the 6<sup>th</sup>, but starting around 4:00 PM. Albert would like to have the Conservation District present at the Young Farmers Coalition to inform the attendees of our services. He also reported that the event is intended as a mixer for young and experienced farmers to get together and share ideas and information.

**Ivan Oberg** – Ivan shared a 1951 conservation farm plan for the land he owns and certificate of award, that he found on his book shelf. He stressed that the plans back then were implemented all on the farmer's dime.

**Associate Supervisor Reports:**

No Associate Supervisors were present.

**District Manager and Staff Reports:**

Craig Nelson reported that the WA Wildlife and Recreation Program will hold a roundtable on August 23, 2013, in Seattle, regarding the habitat projects for salmon recovery. There will also be a meeting in Wenatchee farmland in Seattle on September 9, 2013.

Craig informed the board that the Washington Association of Conservation Districts (WACD) is seeking nominations for the offices of Treasurer/Secretary, Vice President and National Director. He also mentioned that the WA Conservation Commission (WSCC) will hold another All District Path Forward meeting August 20 – 21, 2013 in Yakima, WA.

Craig shared the information he gathered regarding computer networking. Craig feels that Microsoft Office 365 would probably best fit our needs because it will be easy to share calendars and works well with programs like Excel.

Craig stated that the Ecology grant application process will open in September and that staff will meet with Mark Peterschmidt to go over possible projects and grant writing. Staff already has two projects in mind, one in the Upper Okanogan and the other in the Bonaparte Creek/Tunk area. Craig suggested that he would like to work with Kirsten to seek funding from Kinross to assist with education projects and programs.

Craig spoke with Sheila Kennedy regarding office space, since Jerry Asmussen mentioned that the Okanogan County plans to relocate the County Extension and the Weed Board offices. It may be possible to combine our office with them when they and the OCD move.

Craig gave a background of the Troy Accord/Marracci Pipeline project and then explained the problems the landowner is experiencing. The board directed Craig to find a solution that will enable the landowner to get his full water right.

Craig passed out a Livestock Risk Protection flyer that Jo Lynne Seufer, USDA Risk Management Specialist sent.

Leslie Michel, Terri Williams, and Craig Nelson have begun working on the Conservation Reserve Program (CRP) work, but Bob Clark is still unable to get onto Tool Kit.

Bob Clark reported that on July 18, 2013 the District hosted a site visit of screening projects to contractors. He invited ten contractors and only two showed up. One of the contractors left after two site visits explaining, that they did not perform this type of work right now, but will do some research and look to bidding later, since we have so many to do. The remaining contractor visited all 15 sites. It was noted that there is a significant difference in price from one screen to another depending upon the type and size of the screen. Bob is continuing to line up screens. He was asked how cultural resource evaluations are going for the project and Bob reported that there has been no improvement.

Bob reported that he met with Craig Boesel regarding getting funding for a new mainline because it is rusting and old.

Terri reported that the Whitestone project reports and final voucher have been submitted and the project was finalized. She stated that Bob Rothrock with the Whitestone Reclamation District is interested in implementing more piping projects similar to this last project.

Kirsten is busy doing Firewise assessment visits in the Methow. Now she is starting to shift gears to the plant sale and is taking suggestions for species we should consider selling. She is also looking to see if we should consider offering native grass species as well.

Leslie reported that we have 11 transects left. Staff are waiting for CRP contracts to keep working on and hope to do a couple of transects each week.

Kim Simpson handed out some training material on fraud to the Board that she received as part of Washington Association of District Employee training last June.

### **Contracts & Conservation Plans**

**Bonaparte Creek Grant Agreement Modification** – Leslie reported that we are looking to implement another project in the watershed and have the grant extended to June 30, 2014. There is some concern that we need to make sure we have satisfied all of our needs for the Gladstone project. Albert Roberts moved to approve the Bonaparte Creek grant modification. Lorah Super seconded the motion, and the motion passed unanimously.

**WSCC Category 1 Grant Addendum** – \$25,000 for Basic Allocation, administration, elections and audit.

**WSCC Category 2 Grant Addendum** – \$63,923 for administration, technical assistance, information and education and training.

**WSCC Irrigation Efficiencies Grant Addendum** – \$23,500 for administration and technical assistance.

**WSCC CREP TA Grant Addendum** – \$9,800 for administration and technical assistance.

**WSCC Cost-Share Grant Addendum** – For cost share and maintenance with no funds currently allotted.

Albert Roberts moved to approve all five the WSCC grant addendums. Jerry Asmussen seconded the motion and the motion passed.

**County Fair Booth** – Kim presented the contract for the rental of a 30 X 30 foot space for \$285.00 at the Okanogan County Fair. Lorah Super moved to authorize Ivan to sign the Okanogan County Fair contract. Albert Roberts seconded the motion, and the motion passed unanimously.

### **Natural Resources Conservation Service:**

Sarah Troutman-Zahn was absent for personal reasons.

### **Agency Reports:**

**Bill Eller (WSCC)** – Bill informed that the WACD Area Meeting will be held at Pepper Jacks Bar & Grille in Grand Coulee on October 1, 2013 and will be hosted by the Foster Creek Conservation District. Bill stated that the Election Policy is in the process of change and is out for comment on the Commission's website. Bill has been busy working on a public records request and out on vacation.

### **Public Comments**

No members of the public were present.

### **Old Business**

**July Task List (Monthly Plan of Work)** – Kim reminded the board that WACD resolutions would need to be completed and approved next month at the September board meeting. The board discussed possible resolutions.

**Other** – There was no other old business.

**New Business**

**WACD Strategic Plan Comments** – WACD has asked for comments on their Strategic Plan by late August or early September. The board directed Craig Nelson to review the plan and make comments.

**NCW Conservation District Memorandum of Understanding** – After discussion Jerry Asmussen moved to authorize Ivan to sign the NCW Conservation District Memorandum of Understanding. Albert Roberts seconded the motion and the motion passed unanimously.

**Fair Booth Sign-up** – The fair booth will be manned from September 5, 2013 through September 8, 2013 by district staff and supervisors. The sign-up list was passed around.

**iPad GIS Software Purchase** – Terri Williams presented her proposal for the Conservation District to purchase GIS Pro for the iPads the District owns. Having this software will significantly increase the productivity of the iPads in the field, while working with cooperators. Jerry Asmussen moved to authorize the staff to purchase the GIS Pro software for iPads. Albert Roberts seconded the motion, and the motion passed unanimously.

**Young Farmers Coalition Conference Sponsorship** – Kirsten Cook presented a request from the Young Farmers Coalition for a sponsorship for \$200 which would give us booth space and recognition in all of their advertising. Kirsten explained that this would be a good opportunity to increase awareness of our programs. After discussion, staff was directed to see if WACD or WSCC would like to pay the sponsorship fee if we would staff the booth.

**Other** – Ivan mentioned that the Board received a copy of the District budget with expenses and income to date for the first six months of 2013. The board discussed the benefit of this report and expressed their interest in continuing to get these reports on a regular basis.

Ivan Oberg **adjourned** the meeting at 8:36 PM.

**Summary of Motions**

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

Lorah Super moved to approve the minutes as presented. Albert Roberts seconded the motion and the motion passed unanimously.

Albert Roberts moved to approve Treasurer's Report #723 as presented. Jerry Asmussen seconded the motion, and the motion passed unanimously.

**Summary of Motions – continued**

Albert Roberts moved to approve the Bonaparte Creek grant modification. Lorah Super seconded the motion, and the motion passed unanimously.

Albert Roberts moved to approve all five the WSCC grant addendums. Jerry Asmussen seconded the motion and the motion passed.

Lorah Super moved to authorize Ivan to sign the Okanogan County Fair contract. Albert Roberts seconded the motion, and the motion passed unanimously.

Jerry Asmussen moved to authorize Ivan to sign the NCW Conservation District Memorandum of Understanding. Albert Roberts seconded the motion and the motion passed unanimously.

Jerry Asmussen moved to authorize the staff to purchase the GIS Pro software for iPads. Albert Roberts seconded the motion, and the motion passed unanimously.

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Ivan Oberg, Chair

Date

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Kim Simpson, District Treasurer

Date