



1251 2<sup>nd</sup> Avenue South — Room 102, Okanogan, WA 98840  
Phone: (509) 422-0855 ext. 5 • Fax: (509) 422-0532 • Web: [www.okanogancd.org](http://www.okanogancd.org)

---

**TO:** The Record  
**SUBJECT:** December 6, 2012 Board of Supervisors Meeting  
**LOCATION:** USDA Service Center, Okanogan, WA  
**FROM:** Kim Simpson, District Treasurer

**PRESENT:**

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

**Regular Meeting Call to Order:** Ivan Oberg called the meeting to order at 4:00 PM.

**Agenda:** The agenda was presented. Craig Nelson asked to add an Executive Session to discuss a complaint brought against the District and/or an employee, following the Executive Session to discuss employee performance evaluation on the agenda. Lorah Super asked to add a discussion on Department of Ecology SEPA process comment period under New Business. Kim Simpson asked to add a contract approval for the Upper Columbia Salmon Recovery Funding Board contract for the fish screening project in the Okanogan Watershed to the contracts section of the agenda. Jerry Asmussen 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 **November 1, 2012 minutes**. Jerry Asmussen moved to approve the minutes as presented. Lorah Super seconded the motion and the motion passed unanimously.

**Treasurer's Report #715**, which covers the checking account activity for November 3, 2012 to December 6, 2012, inclusive was presented for the Board's approval. The following vouchers/checks are approved for payment:

Payroll direct withdrawals; on 11-19-12 totaling \$8,048.45, Payroll direct withdrawals; on 12-4-12 totaling \$8,048.47, Voucher (check) numbers; 9662 - 9686 totaling \$23,928.55, Direct

withdrawals on 11-5-12 totaling \$160.00, on 11-6-12 totaling \$2,454.85, on 11-15-12 totaling \$2,585.32, on 11-16-12 totaling \$12.60, on 11-19-12 totaling \$164.56, on 11-20-12 totaling \$160.00, on 11-21-12 totaling \$2,454.88, on 11-23-12 totaling \$3.22, on 11-23-12 totaling \$326.76, on 11-23-12 totaling \$156.77, on 11-23-12 totaling \$410.62 on 11-26-12 totaling \$200.00, on 11-30-12 totaling \$145.38, on 11-30-12 totaling \$700.00, and on 12-3-12 totaling \$12.60, and on 12-4-12 totaling \$164.56 and on 12-5-12 totaling \$160.00, and on 12-6-12 totaling \$2,454.85, and on 11-6-12 a transfer of \$1,702.37 to the savings account. The deposits totaled \$80,436.72 and expenditures totaled \$57,752.44. Lorah Super moved to approve Treasurer's Report #715 as presented. Albert Roberts seconded the motion, and the motion passed unanimously.

### **Supervisor Reports:**

**Lorah Super** – Lorah reported that she was finally able to connect with Vic Stokes regarding the renewal of the Beaver Creek Coordinated Resource Management (CRM). There is an interest with some landowners to know what all the agencies and groups are doing, but she is not sure if a CRM is necessary. Lorah will be talking with Greg Knott about options. Lorah informed the Board that there is a group seriously talking about a Biomass Utilization Project that would use forest material for woody biomass energy production in the Methow. She will be tracking their progress. Lorah was appointed to the Washington Association of Conservation District (WACD) Natural Resources Policy Committee. It is more responsibility than she thought it would be, but she is looking forward to the task.

**Albert Roberts** – There is a webinar currently going on at this hour regarding the recommendations from the “Three Directors” talk process. Pinestump Farms is moving forward with a mobile slaughter facility/trailer for poultry. Major investments in trailer and parts have been made and the design process is underway.

**Jerry Asmussen** – With increased rainfall there are springs coming back that have been dry for some time. Jerry noted that Non-Governmental Organizations are dividing up contacts within watersheds amongst each other to split the work and this is causing tension amongst landowners who are not sure they are receiving consistent information. The United States Forest Service is working on an Environmental Impact Statement for the Tunk Mountain unit that calls for the installation of up to 17 livestock watering facilities.

**Ivan Oberg** – Ivan noted that the WACD Annual Meeting seemed much different under the direction of Dave Vogel (WACD Executive Director). The Plant Materials Center Board has been changed to a committee that now reports to the Executive Director instead of the WACD President. Ivan feels there were some bridges burned this year. He is concerned that WACD maintain its budget without raiding the savings that has been developed by the Plant Material Center.

Ivan presented Randy Kelley a Distinguished Service Award in honor of Randy's service to the District over the past 18 years.

**District Manager and Staff Reports:**

Craig Nelson met with Jack Myrick, Chris Fisher, and Keith Kissler to discuss what they are trying to accomplish with the Loup Loup project. It was decided that LiDAR was not necessary at this time and that the District employees could take electronic readings of the ditch with a flow meter and send them to Jack Myrick. Craig informed the Board that Senator Bob Morton of the 7<sup>th</sup> District will retire January 1, 2013. The County Assessor, Scott Furman is requesting changes to the Fish and Wildlife tax exemption dates and is now looking for a new sponsor for a bill to do so with Senator Morton's announced retirement.

Craig advised the Board to think about having a Long Range Planning Session next year. He stated it would be beneficial for the Board and our new staff to discuss the direction we should go and start preparing for our 75<sup>th</sup> anniversary in two years.

Craig reported that he was disappointed with the manner the awards ceremony was handled during the WACD Annual Meeting this year. All awards were presented at the Award Luncheon, with the exception of the President's Award, which was presented at the banquet only because they forgot to present it at the luncheon. The awards were presented in a haphazard way and Craig felt that there was no need for any of the District staff to even stay for the banquet.

Bob Clark reported that he received a notification from the Stevens County Water Conservancy Board regarding a transfer of water from the Diamond M Ranch in Stevens County to a parcel along the lower Okanogan River near Monse for agricultural irrigation. They are accepting comments on the proposal to transfer 360 acre feet of water from April 1 through October 31 each year.

Terri Williams reported that Troy Accord (who has a current cost-share contract with the Okanogan CD) is seeking additional funds to implement his project as he needs additional funds to make the project work for him. If the additional funding doesn't come through or comes through too late we may need to find other implementation projects to offer the cost-share funding to. It may be late January or February before the status of additional funds will be known for Accord's project.

Kirsten Cook presented a brief presentation on the District's 2012 Education and Outreach achievements. Total participants was up 740 individuals over last year (total for 2012 was 4,106). All of the school presentations Kirsten offers are all tied into Washington State Science Standards.

**Contracts & Conservation Plans**

Kim Simpson presented the contract from the Upper Columbia Salmon Recovery Board for \$110,103 to implement fish screen projects in the Okanogan that are ready to implement now that cultural resources, permitting, and design are complete. Jerry Asmussen moved to approve the contract as presented. Lorah Super seconded the motion. The motion passed unanimously.

**Natural Resources Conservation Services:**

Randy Kelley stated that he will let his written report, which was sent, out stand as presented. He expressed his appreciation in working with partners such as the Okanogan Conservation District and others that has made this year's accomplishments possible. There will be an effort to reinvigorate the Local Work Group process. Amy Hendershot will be the Acting District Conservationist for Chelan, Douglas, and Okanogan Counties until Randy's replacement is in place. Will Keller will be the Acting District Conservationist for the Colville Reservation until Martin's replacement is in place. And Doug Allen, current District Conservationist for Grant and Kittitas Counties will be the Acting Area Conservationist. NRCS is hoping to get more engagement from partner organizations and groups to the Local Work Group process this year and on into the future.

The general EQIP application deadline is January 21, 2013. Specialty programs such as high tunnel, energy, and others are due February 15, 2013. There are revised practice cost share lists for each of the NRCS programs and they are based upon regional (WA, OR, ID) costs. All funds need to be allocated by April 1<sup>st</sup>.

**Agency Reports:**

Bill Eller, Washington State Conservation Commission, reported that the webinar that was held this afternoon on the "Three Directors" recommendation to support improvements to voluntary and regulatory activities in support of agricultural water quality BMP implementation was recorded and is available for viewing on the Commission web-site. There is a special Commission meeting later this month and folks may be able to listen in by telephone, if interested. There is a revised good governance response that the Commission will be taking a harder look at this year. It does not appear that the Okanogan Conservation District was identified as a District that will receive a State audit this year. Commission and natural resource program funding is on the chopping block for the Legislature as they try to backfill a one billion dollar funding deficit created for education.

**Public Comments**

There was no public in attendance to provide comment.

**Old Business**

**WACD Annual Meeting Report** – Kirsten and Terri reported that the breakout sessions were excellent for providing more clarity and framework for what conservation districts are and what we do. Kim stated that she heard in more than one session that we need to inform Legislators about the work we do and why continuing our funding is important.

**OCD Budget** – There were a few clarifying questions on some of the specific line items. Jerry asked how much effort we put into reconciling the budget. Craig and Kim explained that through several years of practice and experience with this budgeting process the accuracy is

remarkably high. The budget presented is based upon income from various funding sources, excluding the District's savings. Lorah Super moved to approve the 2013 budget as presented. Albert Roberts seconded the motion, and the motion passed unanimously.

**Loup Loup Creek LiDAR** – District staff will continue with the project that will use GPS points at this time. We will be looking for historic information relating to the elevation of the diversion.

**Task List** – No changes to the Task List

**Other** – There was no other Old Business

### **New Business**

**Long Range Planning Session** – There were several dates discussed. The Board chose to set the date for January 10, 2013, with the session to run from 4:00 PM to approximately 8:00 PM.

**Board Meeting Date and Time Resolution** – The Board discussed dates in 2013 that coincide with holidays, the WACD Annual Meeting, and usual Board meeting dates. After some discussion of alternatives to these conflicting dates, Lorah Super made a motion to approve Resolution 2012-07 2013 OCD Board Meeting Dates, setting the Board meeting dates to the first Thursday of each month except July and December when the meetings will be the second Thursday. The April through October Board meeting dates will begin at 6:00 PM, the remainder of the Board meetings will begin at 4:00 PM. Albert Roberts seconded the motion and the motion passed unanimously.

**Department of Ecology Comment Period** – Lorah Super gave an update on a change that Department of Ecology was proposing, to allow the County to exempt certain things going through SEPA, such as small scale residential housing unit projects. She stated that it would be a disaster to exempt any of this in our county, especially excavating because there are no local regulations that would restrict how such activities takes place to protect natural resources. The comment period ends December 11, 2012. Lorah Super made a motion to have Craig Nelson draft letter of comments to send to the Washington Department of Ecology regarding the proposal. Albert Roberts seconded the comment and the motion was passed unanimously.

The Board took a fifteen minute break at 6:25 PM.

**Executive Session** – The Board went into Executive Session at 6:40 PM for 25 minutes to discuss employee evaluations. The Board came out of Executive Session at 7:05 PM. The Board went back into Executive Session for five minutes and came out at 7:10 PM. Jerry Asmussen made a motion to approve the personnel evaluation for Bob Clark and increase his monthly salary to \$4,073.33 effective January 1, 2013. Albert seconded the motion and the motion passed unanimously. Jerry Asmussen made a motion to approve the personnel evaluation for Kim Simpson and increase her monthly salary to \$3,913.00 effective January 1, 2013. Lorah Super seconded the motion and the motion passed unanimously. Lorah Super moved to approve

the personnel evaluation for Kirsten Cook, change her title to Education Outreach Coordinator and increase her monthly salary to \$3,380.00 effective January 1, 2013. Albert Roberts seconded the motion and the motion passed unanimously. Lorah Super made a motion to approve the personnel evaluation for Terri Williams and increase her monthly salary to \$3,120.00 effective January 1, 2013. Jerry Asmussen seconded the motion and the motion passed unanimously. Albert Roberts made a motion to approve the personnel evaluation for Leslie Michel and grant her use of her accrued annual leave effective immediately. Lorah Super seconded the motion and the motion passed unanimously.

**Executive Session** – The Board went into Executive Session at 7:25 PM for 10 minutes to discuss a complaint brought against the District and/or an employee. The Board came out of Executive Session at 7:35 PM. The Board went back into Executive Session at 7:35 PM for ten minutes and came out at 7:45 PM.

Ivan Oberg **adjourned** the meeting at 7:45: PM.

#### Summary of Motions

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

Jerry Asmussen moved to approve the minutes as presented. Lorah Super seconded the motion and the motion passed unanimously.

Lorah Super moved to approve Treasurer's Report #715 as presented. Albert Roberts seconded the motion, and the motion passed unanimously.

Jerry Asmussen moved to approve the contract as presented. Lorah Super seconded the motion. The motion passed unanimously.

Lorah Super moved to approve the 2013 budget as presented. Albert Roberts seconded the motion, and the motion passed unanimously.

Lorah Super made a motion to approve Resolution 2012-07 2013 OCD Board Meeting Dates, setting the Board meeting dates to the first Thursday of each month except July and December when the meetings will be the second Thursday. The April through October Board meeting dates will begin at 6:00 PM, the remainder of the Board meetings will begin at 4:00 PM. Albert Roberts seconded the motion and the motion passed unanimously.

Lorah Super made a motion to have Craig Nelson draft letter of comments to send to the Washington Department of Ecology regarding the proposal. Albert Roberts seconded the comment and the motion was passed unanimously.

Jerry Asmussen made a motion to approve the personnel evaluation for Bob Clark and increase his monthly salary to \$4,073.33. Albert seconded the motion and the motion passed

unanimously. Jerry Asmussen made a motion to approve the personnel evaluation for Kim Simpson and increase her monthly salary to \$3,913.00. Lorah Super seconded the motion and the motion passed unanimously. Lorah Super moved to approve the personnel evaluation for Kirsten Cook, change her title to Education Outreach Coordinator and increase her monthly salary to \$3,380.00. Albert Roberts seconded the motion and the motion passed unanimously. Lorah Super made a motion to approve the personnel evaluation for Terri Williams and increase her monthly salary to \$3,120.00. Jerry Asmussen seconded the motion and the motion passed unanimously. Albert Roberts made a motion to approve the personnel evaluation for Leslie Michel and grant her use of her accrued annual leave. Lorah Super seconded the motion and the motion passed unanimously.

---

Ivan Oberg, Chair

Date

---

Kim Simpson, District Treasurer

Date