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TO: The Record
SUBJECT: December 9, 2014 Board of Supervisors Meeting
LOCATION: Okanogan Conservation District office, Okanogan, WA
FROM: Kim Simpson, District Treasurer

PRESENT:

Ivan Oberg, Chair	Terri Williams, Conservation Planner
Jerry Asmussen Vice-Chair	Leslie Michel, Conservation Planner
Albert Roberts, Auditor	Nancy Nash-Mendez, Special Projects Coord.
Craig Nelson, District Manager	Gerri Oberg, Associate Supervisor
Kim Simpson, District Treasurer	Dale Swedberg, WDFW
Kirsten Cook, Conservation Educator	Sarah Troutman-Zahn, NRCS

Meeting Call to Order: Ivan Oberg called the meeting to order at 5:05 PM.

Agenda: Staff asked to move the Natural Resources Conservation Service report to an earlier time to accommodate Sarah Troutman-Zahn and to add an Irrigation Efficiencies Program contract amendment to “Review, approve and sign contracts and conservation plans” section. Albert Roberts moved to approve the agenda as amended. Jerry Asmussen seconded the motion and the motion passed unanimously.

Approval of Minutes: Albert Roberts moved to approve the minutes. Jerry Asmussen seconded the motion and the motion passed unanimously.

Treasurer's Report #739, which covers the checking account activity for November 7, 2014 to December 9, 2014, inclusive was presented for the Board’s approval. The following vouchers/checks are approved for payment: Payroll direct withdrawals on 11-19-14 totaling \$9,148.41, payroll direct withdrawals on 12-3-14 totaling \$9,063.51, voucher (check) numbers; 10096 - 10117 totaling \$55,716.92, direct withdrawals on 11-14-14 totaling \$3,371.04, on 11-20-14 totaling \$980.00, on 11-20-14 totaling \$164.56, on 11-25-14 totaling \$3,301.26, on 11-25-14 totaling \$52.63, on 11-25-14 totaling \$93.79, on 11-25-14 totaling \$4.50, on 11-25-14 totaling \$172.15, on 11-30-14 totaling \$4.20, on 12-4-14 totaling \$164.56, on 12-4-14 totaling \$980.00, on 12-9-14 totaling 3,332.22, on 12-9-14 totaling \$218.27, on 12-9-14 totaling \$25.00, on 12-9-14 totaling \$281.13, and transfers to savings of \$3,332.00. The deposits totaled \$126,408.22,

and expenditures totaled \$90,406.15. Albert Roberts moved to approve Treasurer's Report #739 as presented. Jerry Asmussen seconded the motion and the motion passed unanimously.

Supervisor Reports:

Jerry Asmussen – Jerry reported that mud season is upon us.

Albert Roberts – Albert agreed with Jerry.

Associate Supervisor Reports:

There were no Associate Supervisors present at the meeting.

Natural Resources Conservation Service (NRCS): Sarah Troutman-Zahn announced that the Okanogan Conservation District received the NRCS Agency Partnership Award and that Craig Nelson received the NRCS Individual Partnership Award. Sarah read the nomination that she submitted to the State Office for Craig Nelson.

NRCS staff has been working on the Conservation Stewardship Program re-enrollment. There are only six contracts for the North Central Team. The local staff have been dealing with some issues with the sign-up, due to some miscommunication from the National Office.

NRCS had several folks apply for cost-share assistance under the Environmental Quality Incentives Fire Assistance program. There were just over 100 applications in the North Central Team for the regular Environmental Quality Incentives Program, 62 of which are in Okanogan County. These applications will be ranked by mid-January 2015. Individuals who are not eligible for ranking by that date will have their applications ruled as ineligible.

Sarah is still waiting to fill the vacancies she has in Waterville and here in Okanogan, and reported that both of the vacancies need to be re-advertised.

Sarah also reported that the NRCS and Farm Service Agency staff are now required to issue a 'receipt' for services, for each person they assist in the office or for meetings.

District Manager and Staff Reports:

Craig Nelson reported that the Emergency Watershed Protection did not happen due to frozen ground. He has submitted a request to move the projects to the recovery side and will need to find funding for the projects. This will be difficult, since the system is back logged with projects. Craig announced that the district has an extra \$30,000 in our Category 3 funding and he was told we could use it to purchase seed and offer it to people in the critical areas of the Carlton Complex fire areas. He also reported that Jon Wyss, Okanogan County Farm Bureau President, has offered an additional \$11,000 for seed and \$60,000 to \$70,000 for fencing.

Craig informed that he would be off on Friday and the last two weeks of the year.

Kirsten Cook discussed her plan to allow individuals to purchase trees through our plant sale and donate them to Carlton Complex fire victims. Kirsten reported that KCTS, a public television station in Seattle, will produce a half hour program on the Carlton Fire and she has been working to help them connect with landowners that experienced loss in the fire.

Nancy Nash-Mendez reported that the location for the District's 75th Anniversary will be held at the old Flour Mill building, which is now a banquet hall. The celebration will be held on February 25, 2015. There will be a no host bar from 5:00 PM – 6:00 PM and a charge for dinner of \$20.00 per person.

Contracts & Conservation Plans –

- Franklin Conservation District Interlocal Agreement – Craig reported that this agreement is to allow their District to conduct Wheat Week education programs within the Okanogan Conservation District boundaries. They currently present in the Brewster School District to elementary age students using this curriculum. Jerry Asmussen moved to approve the Franklin Conservation District interlocal Agreement and authorize Ivan Oberg to sign it. Albert Roberts seconded the motion and the motion passed unanimously.
- Snohomish Conservation District Scope of Work – This is an agreement related to assistance with Carlton Complex Fire recovery and allows the Okanogan Conservation District to reimburse the Snohomish Conservation District for their assistance. Jerry Asmussen moved to approve the Snohomish Conservation District Scope of Work and authorize Ivan to sign it. Albert Roberts seconded the motion and the motion passed unanimously.
- Pope/Harris Firewise Cost-share Agreement – This is a landowner agreement to provide funding for Firewise fuels reductions. Albert Roberts moved to authorize Ivan Oberg to sign the Pope/Harris Firewise Cost-share Agreement when it comes in. Jerry Asmussen seconded the motion and the motion passed unanimously.
- Tice Irrigation Efficiencies Contract Amendment – This is to modify the contract to recognize new ownership of the property and subsequent transfer of responsibility to operate and maintain irrigation systems that we cost-shared with them, per the approved plan. Jerry Asmussen moved to authorize Ivan to sign the Tice Irrigation Efficiencies Contract Amendment. Albert Roberts seconded the motion and the motion passed unanimously.

Agency Reports:

There were no agencies present at the meeting.

Public Report:

There was no public present.

Old Business

Office Space – Craig Nelson gave an update on the current situation. It is still not clear what the owner of the building will offer and we are waiting to hear back from her.

December/January Monthly Plan – Kim Simpson noted that the candidate filing deadline is coming up on January 15, 2015. She also mentioned that we need to start thinking about drafting an annual plan.

Other – There was no other old business.

New Business

2015 District Budget – Kim Simpson presented a proposed draft budget for next year. After discussion, Albert Roberts moved to approve the 2015 budget as presented. Jerry Asmussen seconded the motion and the motion passed unanimously.

Washington Hazard Mitigation Grant Resolution – Craig Nelson informed that to apply for the Washington Hazard Mitigation grant, it is necessary to designate an applicant agent and an alternate. Albert Roberts moved to approve Resolution 2014-07, designating Ivan Oberg as the applicant agent and Craig Nelson as the alternate applicant agent for the Washington Hazard Mitigation Grant. Jerry Asmussen seconded the motion and the motion passed unanimously.

Executive Session – The Board went into Executive Session at 6:25 PM for 30 minutes to discuss employee performance. The Board came out of Executive Session at 7:05 PM.

Other – Jerry Asmussen moved to approve a 3% increase in salary for Craig Nelson, Kim Simpson, Bob Clark, Kirsten Cook, Terri Williams, and Leslie Michel effective January 1, 2015. Albert Roberts seconded the motion and the motion passed unanimously.

Ivan Oberg **adjourned** the meeting at 7:15 PM.

Summary of Motions

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

Albert Roberts moved to approve the minutes. Jerry Asmussen seconded the motion and the motion passed unanimously.

Albert Roberts moved to approve Treasurer's Report #739 as presented. Jerry Asmussen seconded the motion and the motion passed unanimously.

Jerry Asmussen moved to approve the Franklin Conservation Interlocal Agreement and authorize Ivan Oberg to sign it. Albert Roberts seconded the motion and the motion passed unanimously.

