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**TO:** The Record  
**SUBJECT:** July 3, 2014 Board of Supervisors Meeting  
**LOCATION:** Okanogan Conservation District office, Okanogan, WA  
**FROM:** Kim Simpson, District Treasurer

**PRESENT:**

Ivan Oberg, Chair	Kim Simpson, District Treasurer
Albert Roberts, Auditor	Bob Clark, Technical Coordinator
Lorah Super, Member	Leslie Michel, Conservation Planner
Steve Colvin, Member	Gerri Oberg, Associate Supervisor
Craig Nelson, District Manager	Stan Janowicz, NRCS

**Meeting Call to Order:** Ivan Oberg called the meeting to order at 6:00 PM.

**Agenda:** Ivan Oberg asked for changes to the agenda. District staff asked to add the “Verle Kaiser Grant Contract to the agenda under Review, Approve, and Sign Contracts and Conservation Plans, the Washington State Conservation Commission 15% Budget Reduction Exercise and Washington Association of Conservation District Annual Dues to New Business. Lorah Super moved to approve the agenda as revised. Albert Roberts seconded the motion and motion passed unanimously.

**Approval of Minutes:** Albert Roberts moved to approve the June 2014 minutes as written. Lorah Super seconded the motion and the motion passed unanimously.

**Treasurer's Report #734**, which covers the checking account activity for June 6, 2014 to July 3, 2014, inclusive was presented for the Board’s approval. The following vouchers/checks are approved for payment: Payroll direct withdrawals on 6-17-14 totaling \$7,911.84, payroll direct withdrawals on 7-3-14 totaling \$7,911.82, voucher (check) numbers; 10000 - 10023 totaling \$60,833.35, direct withdrawals on 6-11-14 totaling \$80.78, on 6-10-14 totaling \$2,978.46, on 6-13-14 totaling \$3,356.34, on 6-16-14 totaling \$12.66, on 6-18-14 totaling \$630.00, on 6-18-14 totaling \$164.56, on 6-19-14 totaling \$2,978.44, on 6-25-14 totaling \$364.28, on 6-25-14 totaling \$210.15, on 6-25-14 totaling \$314.68, on 6-25-14 totaling \$153.76, on 6-25-14 totaling \$590.53, and transfers to savings of \$4,100.00. The deposits totaled \$79,296.25, and expenditures totaled

\$92,591.65. Albert Roberts moved to approve Treasurer's Report #734 as presented. Lorah Super seconded the motion, and the motion passed unanimously.

**Supervisor Reports:**

**Lorah Super** – Lorah stated that she is very happy to report that her new green house is sitting on the loading dock in Wenatchee waiting to be picked up. She also reported that her resistance broke down and she bought a tablet to solve her home internet problems, so she can now receive the board mailings and emails easier. Finally, she reported on a steering committee meeting for the Forest Health Collaborative with the Washington State Forester to discuss a clause in the new Farm Bill, allowing states to designate areas that are critical to receive additional focused efforts for forest treatments. The group met for about three hours on this topic and they will have a follow up telephone conference on July 7, 2014.

**Albert Roberts** – Albert reported that he will start dryland hay cutting next weekend. He is also working on getting ready for the Washington State Conservation Commission (WSCC) tour and dinner on July 16, 2014.

**Steve Colvin** – Steve apologized for missing recent meetings. He reported that cherry growers in his area are happy, since it is not raining right now. Steve stated he will also be working with Albert, putting together the dinner for the WSCC tour. He reported that the Sinlahekin 75<sup>th</sup> anniversary event in June was very well attended, had great speakers and the Washington Department of Fish and Wildlife did a good job putting the program together.

**Ivan Oberg** – Ivan had nothing to report.

**Associate Supervisor Reports:**

There were no Associate Supervisors present at the meeting.

**District Manager and Staff Reports:**

Craig Nelson reported that it is time think about Washington Association of Conservation District resolutions, since the North Central Washington Area Meeting will be held on October 15, 2014. This year Grant Conservation District will host the meeting. Craig discussed several ideas he had, one of which was a request for draft personnel policies from the WSCC. He noted that Enduris has a set of generic policies, but would like to see ones that pertain directly to Conservation Districts. He also suggested putting in a "big ask" through Ag by Design, to fund two conservation planner positions.

Craig announced the District received word that the Ecology Water Quality Best Management Practices grant was funded and we are waiting to hear about getting a contract in place. He went over three to four ideas that staff has for additional grant applications to submit in the future.

**Contracts & Conservation Plans**

**Verle Kaiser Grant Contract** – Craig Nelson presented the contract, which will allow the District to construct an erosion demonstration table and use it at public events in the county. The grant is

for \$1,499.88. Leslie Michel explained what the system would look like and how it would be used to demonstrate the effect of cover crops. Lorah Super moved to approve the Verle Kaiser Grant contract and authorize Ivan Oberg to sign. Albert Roberts seconded the motion, and the motion passed unanimously.

**Natural Resources Conservation Service (NRCS):** Sarah Troutman-Zahn was unable to attend the meeting, so Stan Janowicz (NRCS Forester) presented the NRCS report. Stan presented a written report from Sarah Troutman-Zahn. He explained that there will be a re-enrollment period for the Conservation Stewardship Program, but details have yet to be released about when or what the requirements will be.

The Environmental Quality Incentives Program, EQIP, deadline for fund obligation is August 1, 2014. He said things are moving slowly due to staffing losses here in Okanogan and in Wenatchee. Complicating this is new software that was installed in their planning program, which has bugs and an added learning curve.

Stan reported that the NRCS are working to refill vacated employment positions, but it will take some time to finish, train and get folks up to speed. In the interim they are working on getting Task Orders in place to help them with planning, although the funds are not sounding as solid as they have been in the past. Stan gave an update on the State Resource Assessment and stressed it was important to have a District board member involved in the group.

Stan talked about the office odor and health issue that have been going on for three months and what the NRCS and Farm Service Agency staff wish to have happen before they will feel comfortable moving back into the building.

Allan McBee will be starting on July 14, 2014 as the new Area Conservationist in Ephrata. He will attend the WSCC Tour.

**Agency Reports:**

There were no agencies present at the meeting.

**Public Report:**

There was no public present.

**Old Business**

**WA State Conservation Commission Biennial Budget Request** – Craig Nelson gave an update on the WSCC operating budget request, stating that there were two requests for funds. The first is for the Implementation funds, also known as Category One and Two. Craig explained that for this grant request we had the option of either receiving the same amount as last year, or going with a 15% increase. If the District requests an increase, we will need to provide a justification for that increase. The second request for funds is for up to three “Big Asks.” Districts can make requests for, what they consider, the three most high priority unfunded projects, which will be evaluated by the Leadership Team, to determine if a decision package should be prepared for the

FY 15-17 Biennium. Albert Roberts moved to approve the requests as presented by staff as follows: Implementation funds - operating budget-form one with a 15% increase and three “Big Ask” requests. 1) Soil Erosion, 2) Focused Area Planning and Technical Assistance, and 3) Forestry. Steve Colvin seconded the motion and the motion passed unanimously.

Craig Nelson described the ranking process on conservation projects and the seven projects that were presented last month were discussed. Lorah Super moved to prioritize the projects as: 1) Lesamiz, 2) Andrews, 3) Acord-pipe repair, 4) Orcutt, 5) Acord-phase three trough, 6) Egusquiza, 7) Cornwoman. Albert Roberts seconded the motion, and the motion passed unanimously.

**Office Space** – Craig Nelson reported on the progress of searching for office space and informed that there is still no firm date set as to when we need to be out of the building, it could be anywhere from August 31, 2014 to December 31, 2014. Craig met with the County Commissioners and they are not keen with the District moving to the Health Department space, but would rather we use the office space that will be vacated by the Family Health Center in a few months. Steve Colvin moved to authorize negotiations of a contract for office space with the Okanogan County on a short term lease for 18 to 24 months maximum, but to continue to stay in the current office space for as long as possible. Lorah Super seconded the motion and the motion passed unanimously.

**July Washington State Conservation Commission Meeting and Tour** – Craig Nelson gave an update on the WSCC tour, which will be held on July 16, 2014. The tour will begin at the Best Western Pepper Tree at 12:30 PM and end around 5:30 PM. The tour will make stops at a Firewise project, Fish Screen Project, Smallwood’s Farm and a Cover Crop Trial Project. A no-host interactive dinner at Pine Stump Farms will be held following the tour.

**July & August Monthly Plan** – Kim Simpson went over the items on the monthly plan and no changes were made.

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

### **New Business**

**Natural Resource Conservation Services Task Order/US Fish and Wildlife Contract** – Craig Nelson reported that the NRCS has need for field and computer work assistance for the Sage Grouse Initiative. Since this would involve areas of the Foster Creek and South Douglas Conservation District’s Craig discussed this with both of their managers and they were amiable to our working within their boundaries. Kevin Guinn with the NRCS requested \$25,000 from the US Fish and Wildlife to assist with the project. Craig stated that work on this project should begin this month.

Steve Colvin moved to authorize the negotiation of a contract with the NRCS for assistance on the Sage Grouse Initiative. Albert Roberts seconded the motion and the motion passed unanimously.

**NCW Forest Health Collaborative Letter of Intent** – Craig Nelson presented a draft letter of intent for the board’s review. Steve Colvin moved to send the letter of intent to participate in the North Central Washington Forest Health Collaborative as written. Albert Roberts seconded the motion and the motion passed unanimously.

**WSCC – 15% Budget Reduction Exercise** – Craig Nelson explained the 15% budget reduction exercise that was sent from the WSCC, which contains three scenarios. The first scenario would reduce the WSCC budget by 10% and the budgets for conservation districts by 17.75%. The second scenario would be an even split of reductions by 16.46%. The third scenario would cut the WSCC budget by 30% and conservation districts by 13.81%. Steve Colvin moved opt for the second scenario as the top choice, then scenario three and scenario one as the last choice. Albert Roberts seconded the motion and the motion passed unanimously.

**WACD Dues** – Kim Simpson reported that it is time to consider paying the Washington Association of Conservation District annual dues. Lorah Super moved to pay the Washington Association of Conservation District annual dues as presented, in the amount of \$5,040.00. Albert Roberts seconded the motion and the motion passed unanimously.

Ivan Oberg **adjourned** the meeting at 8:08 PM.

#### Summary of Motions

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

Albert Roberts moved to approve the June 2014 minutes as written. Lorah Super seconded the motion and the motion passed unanimously.

Albert Roberts moved to approve Treasurer’s Report #734 as presented. Lorah Super seconded the motion, and the motion passed unanimously.

Lorah Super moved to approve the Verle Kaiser Grant contract and authorize Ivan Oberg to sign. Albert Roberts seconded the motion, and the motion passed unanimously.

Albert Roberts moved to approve the requests as presented by staff as follows; operating budget-form 1 with 15% increase and the Big Ask 1) Soil Erosion, 2) Focused Area Planning and Technical Assistance, and 3) Forestry. Steve Colvin seconded the motion and the motion passed unanimously.

Lorah Super moved to prioritize the projects as: 1) Lesamiz, 2) Andrews, 3) Acord-pipe repair, 4) Orcutt, 5) Acord-phase three trough, 6) Egusquiza, 7) Cornwoman. Albert Roberts seconded the motion, and the motion passed unanimously.

**Summary of Motions – Continued**

Steve Colvin moved to authorize negotiations of a contract for office space with the Okanogan County on a short term lease for 18 – 24 months maximum, but to continue to stay in the current office space for as long as possible. Lorah Super seconded the motion and the motion passed unanimously.

Steve Colvin moved to authorize the negotiation of a contract with the NRCS for assistance on the Sage Grouse Initiative. Albert Roberts seconded the motion and the motion passed unanimously.

Steve Colvin moved to send the letter of intent as written. Albert Roberts seconded the motion and the motion passed unanimously.

Steve Colvin moved opt for the second scenario as the top choice, then scenario one and scenario three as the last choice. Albert Roberts seconded the motion and the motion passed unanimously.

Lorah Super moved to pay the Washington Association of Conservation District annual dues as presented, in the amount of \$5,040.00. 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