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**TO:** The Record  
**SUBJECT:** June 30, 2011 Board of Supervisors  
**LOCATION:** USDA Service Center, Okanogan, WA  
**FROM:** Laura Clark, Administrative Program Coordinator

**PRESENT:**

Ivan Oberg, Chair	Jerry Asmussen, Vice Chair
Albert Roberts, District Auditor	Lorah Super, Member
Craig Nelson, District Manager	Bob Clark, Tech. Prog. Coordinator
Laura Clark, Admin. Prog. Coord.	Kim Simpson, District Treasurer
Kelly Kolrud, Conservation Planner	Kirsten Cook, Conservation Educator
Randy Kelly, NRCS	Bill Eller, WSCC (by phone)

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

**Agenda:** The agenda was presented. No changes were made to the agenda as this is a special meeting. Albert Roberts made a motion to approve the agenda as written. Lorah Super seconded the motion and the motion was passed.

**Approval of Minutes:** Ivan Oberg asked for comments on the **June 2, 2011 minutes**. Change: Page 2, paragraph 4, “horse-drawn farming and logging”. Albert Roberts made a motion to approve the June 2, 2011 minutes as changed. Jerry Asmussen seconded the motion and the motion was passed.

**Treasurer's Report #698**, which covers the checking account activity for June 3, 2011 to June 30, 2011, inclusive was presented for the Board's approval. The following vouchers/checks are approved for payment:

Payroll direct withdrawals; on 6-17-11 totaling \$9,193.49,  
Voucher (check) numbers; 9367 to 9419 totaling \$131,410.46,  
Direct withdrawals on 6-3-11 totaling \$275.32, on 6-6-11 totaling \$245.00, on 6-7-11 totaling \$3,031.10, on 6-13-11 totaling \$2,358.10, on 6-16-11 totaling \$12.65, on 6-21-11 totaling

\$2,860.32, on 6-22-11 totaling \$245.00, on 6-23-11 totaling \$1,223.87, on 6-24-11 totaling \$26.73, on 6-24-11 totaling \$111.51, on 6-24-11 totaling \$8.98, on 6-24-11 totaling \$77.00, on 6-27-11 totaling \$190.94, and on 6-28-11 totaling \$1,663.08, and deposits totaling \$68,433.11. Albert Roberts made a motion to approve Treasurer's Report #698 as written. Jerry Asmussen seconded the motion and the motion was passed.

**Supervisor Reports:** Lorah Super reported she attended the **Washington Association of District Employees** training supervisor track. She learned much about the district's laws and partnership processes. She attended the **Little Big Horn** reenactment again this year. She indicated the flooding there appears to be a 500 year event. For generations the Native Americans have planted cottonwoods along the river. Now the cottonwoods are all underwater and they are waiting for the waters to recede in order to assess the damage.

Albert Roberts informed the Board that the **Chewuch field trip**, to discuss the roads in the Eight Mile Creek and Cub Creek areas, is scheduled for July 16, 2011 starting at 9:00 AM.

Jerry Asmussen indicated it is now **hay season** and warming up, but everything is starting late this year.

Kirsten Cook, our **new conservation educator**, was introduced to the Board.

**Associate Supervisor Reports:** There were no associate supervisor reports.

**District Manager's Report:** Craig Nelson attended the **City of Tonasket** Council meeting to discuss their desire to annex into the District. They are happy with our work in Bonaparte Creek. They are in the process of annexing the other side of Bonaparte Creek into the city. If they do that and the city is not annexed into the District, then we would not be able to continue to work on that area. They also have a park that needs some work with which they would like our help. Also, in order for us to help the **City of Omak** with the Aston Park project, they will need to annex into our District, which is being discussed. Craig signed the time extension for the **Bonneville Power Administration Okanogan Livestock and Water grant**, extending it to November 15, 2011. **Cascadia Conservation District** will be having a project tour on July 20, 2011.

Craig and the staff are working on refining the **livestock project cost share ranking**. The upcoming funding is approximately half of what we have received in the past and won't cover the nine projects we have ready to go. Our ranking process needs to be completed by July 11, 2011 in order to be submitted for the upcoming funding. Kelly Kolrud discussed the nine projects and their current ranking determination.

We are scheduled to be on the radio **Open Line** on July 15, 2011. Kelly will discuss the Backyard grant, Christy Cincotta will discuss the on-farm energy program, and Kirsten will discuss our new stream table and offer to provide that training to groups requesting it.

Kelly and Christy attended the **conservation planner training**, which was good and well run.

Bob Clark advised the Board that the application has been submitted for the WDFW Hydraulic Project Approval for the first 12 **screening projects** as one application. We have also applied for an additional 14 screening projects through the Salmon Recovery Funding Board. As was recommended, the application was pulled from the SRFB funding process and submitted directly to the Bonneville Power Administration. The **Tice Ranch** project is now complete.

### **Contracts & Conservation Plans**

The **Beetchenow** project was previously submitted and canceled due to a lack of water at the site. It has now been approved through the Environmental Quality Incentive Program and additionally has ranked number one in our ranking process. Jerry Asmussen made a motion to approve the Beetchenow project to install cross fencing, pipeline, pump, and three troughs for \$12,700. Albert Roberts seconded the motion and the motion was passed.

### **Agency Reports:**

**Natural Resources Conservation Service:** Randy Kelley previously submitted his monthly report. The NRCS will be offering **Civil Rights** training and invites conservation districts to attend. NRCS had a litigation settlement and will be encouraging increased participation of minorities on boards and councils. **Samantha Bartling** has left the NRCS and taken a job with the Okanogan Land Trust. Randy indicated there are **three new easements** through their Farm and Ranch Land Protection Program. The property owners providing the easements cannot be named due to confidentiality. The **Conservation Stewardship Program** has remaining funds on the national level. Since Washington is the only state with remaining projects, the funding will probably come to us and all of our remaining projects should be funded.

**North Central Washington Resource Conservation and Development:** Craig Nelson advised the RC&D will continue, but will now work without an executive director.

**Washington State Conservation Commission:** Bill Eller did not discuss the budget since that was already covered. The **WSCC meeting** will be held on July 20 & 21, 2011 at the Cascadia Conservation District. The **District Elections** session at the WADE training went well. Bill will be offering a webinar in August to discuss the district elections changes. All of the **Schedule 22s** for conservation districts have now been completed. The Commission is reviewing the results to determine who will be audited.

### **Old Business**

**Cost Share Policy** – There have been multiple attempts by the staff to establish a ranking process. They feel there still needs to be more scrutiny in the process in order to create a larger span on scores and truly get the best projects on the ground, especially if there is only one project submitted. The staff has secured a ranking form from another district and will test run it or a variation thereof to see if it accomplishes what they are looking for.

Jerry Asmussen suggested that some favorable consideration be given in the ranking process for projects that receive funding from other sources in addition to those of the WA State Conservation Commission.

### **Task List**

- #3 – Background Checks – Laura Clark has now submitted her paperwork.
- #4 – Cost Share Policy – Discussed and in progress.
- #9 – Conservation Planner Training – Kelly Kolrud & Christy Cincotta attended this training.
- #10 – Three field trips in the Methow – the last of these is scheduled for July 16, 2011.
- #11 – Review the Forest Plan revision – Lorah, Jerry & Albert will take this task.
- #12 – Staff Training Plan – Partially complete, still in progress.
- #13 – Website – The new website has been created, but has not yet gone live.
- #14 – WADE Training – Completed.
- #15 – WSU Extension projects – Kirsten Cook met with Curtis Beus and later with the 4-H group. Joint events/activities are being developed and scheduled.

**Public Comments:** No public comments were given.

### **New Business**

Kim Simpson advised the Board that it is nearly time to renew the **line of credit**. In order to renew, we pay an annual fee of \$300. Kim discussed the various reasons we may need to keep the line of credit. Albert Roberts made a motion to approve the renewal of our line of credit. Lorah Super seconded the motion and the motion was passed.

Lorah advised the Board that she has lost a **District check** from January 2011. The check must have a stop payment done in order to reissue the check. She informed Kim Simpson to go ahead and do the stop payment, but to reissue the check less the stop payment fee. No action taken.

Kim Simpson also advised the Board that the payment to **Warden Conservation District** from fall 2010 for the Washington Association of Conservation Districts area meeting has never been cashed. She has attempted, and will continue to attempt, to reach someone at Warden CD regarding this check. No action taken.

Ivan Oberg **adjourned** the meeting at 7:10 PM.

**Summary of Motions**

Albert Roberts made a motion to approve the agenda as written. Lorah Super seconded the motion and the motion was passed.

Albert Roberts made a motion to approve the June 2, 2011 minutes as changed. Jerry Asmussen seconded the motion and the motion was passed.

Albert Roberts made a motion to approve Treasurer's Report #698 as written. Jerry Asmussen seconded the motion and the motion was passed.

Jerry Asmussen made a motion to approve the Beetchenow project to install cross fencing, pipeline, pump, and three troughs for \$12,700. Albert Roberts seconded the motion and the motion was passed.

Albert Roberts made a motion to approve the renewal of our line of credit. Lorah Super seconded the motion and the motion was passed.

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Ivan Oberg, Chair                      Date

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Laura Clark, Admin. Prog. Coor.      Date