



# Okanogan Conservation District

1251 S. Second Ave, Room 102

Okanogan, WA 98840

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**TO:** The Record  
**SUBJECT:** March 10, 2026; Board of Supervisors Meeting  
**LOCATION:** Okanogan Conservation District Office, Okanogan, WA and  
Remotely via Microsoft Teams and Teleconference  
**FROM:** Natalie Torres, Administrative Specialist

**PRESENT:**

Jerry Asmussen, Vice Chair	Natalie Torres, Administrative Specialist
Steve Colvin, Supervisor	Jordana Ellis, Water Resources Lead
Phil Dart, Supervisor	Chevelle Yeckel, Aquatics & Habitat Lead
Edd Townsend, Supervisor	Sam Nurmi, Forests & Wildfire Planner
Randy Kelley, Associate Supervisor	Scott Scroggie, NRCS
Craig Nelson, Executive Director	
Kim Kogler, Programs Director	

**Meeting Call to Order:** Jerry Asmussen called the meeting to order at 6:02 PM. He completed a roll call of Supervisors, Associate Supervisors, staff, partners, and the public.

**Public Comment:** There was no public comment.

**Agenda Approval:** Steve Colvin moved to approve the agenda. Phil Dart seconded the motion, and the motion passed unanimously.

**Approval of Minutes:** Phil Dart moved to approve board meeting minutes. Steve Colvin seconded the motion, and the motion passed unanimously.

**Second Amended Treasurer's Report #873,** which covers the checking account activity from January 1, 2026, to January 31, 2026, inclusive, was presented for the Board's approval. The following amended payroll direct withdrawals were revised and approved for payment; the rest of the Treasurer's Report remained unchanged:

Payroll deductions for this period amount to \$33,178.82. Altogether, the total payroll-related transactions for this period amount to \$114,816.64. Outstanding expenses remaining total \$46,195.82.

**Treasurer's Report #874**, which covers the checking account activity from February 1, 2025, to February 28, 2026, inclusive, was presented for the Board's approval. The following checks/payroll/direct withdrawals/electronic payments were approved for payment:

The payroll deposits for this period include two direct deposits: one covering February 1-15, 2026, in the amount of \$31,410.70, and another for February 16-28, 2026, totaling \$31,297.93. The combined total of payroll deposits is \$62,708.63.

Payroll deductions for this period amount to \$38,546.28. The HCA payment check (13052) totaled \$16,592.56. Altogether, the total payroll-related transactions for this period amount to \$117,847.47.

Checks issued during this timeframe include numbers 13052 through 13065. The total claims for check numbers 13053 through 13065 amount to \$49,497.39. Additionally, EFT debits, general ledger adjustments, and credit card payments total \$6,318.14. The combined total of claims paid or processed is \$55,815.53.

Outstanding expenses remaining total \$97,302.79.

The beginning balance of the checking account was \$454,777.75. During this period, deposits totaling \$172,840.97 were made, and reconciled withdrawals amounted to \$122,556.03. After accounting for all transactions, the ending balance in the checking account is \$505,062.69.

Kim Kogler presented the Second Amended Treasurer's Report #873. Steve Colvin moved to approve Second Amended Treasurer's Report #873. Phil Dart seconded the motion, and the motion passed unanimously.

Kim Kogler presented the Treasurer's Report #874. Phil Dart moved to approve Treasurer's Report #874. Steve Colvin seconded the motion, and the motion passed unanimously.

### **Supervisor Reports:**

**Phil Dart** – Phil reported it has been the same as last month. The only change was that they were able to get logs out since there was no snow to stop them. At about 4,000 feet elevation, they encountered some snow and had to plow it.

**Edd Townsend** – Edd mentioned he attended the Herbicide Resistance Working Group, where they are looking at what crops to grow. Wheat down in Manson looks better than it does up here. Native grass is still dormant, while some improved grasses are awake — how far they will carry remains a big question. He also shared they are hoping the coming storm will bring about a quarter of rain.

**Steve Colvin** – Steve reported that the first vineyard has already been mowed and sprayed. Things are starting to wake up, and they will see what July brings.

**Jerry Asmussen** – Jerry shared that calving is coming fast and furiously.

**Associate Supervisor Reports:**

**Randy Kelley** – Randy shared that they have completed painting the interior of their home.

**Staff Reports:**

Craig announced that the WACD North Central meeting will be held next week and invited the board supervisors to attend. He explained that each district provides a report on current activities and initiatives, similar to area meetings. He noted that presenting at the meeting next Monday night is not required.

Additionally, Craig shared that an applicant was offered the Ag & Range Planner position, though they would like to visit before accepting. They are scheduled to be here next Monday for the visit. The Program Lead position has been posted, with reviews scheduled for next week, followed by interviews.

Craig reported that he continues to speak with legislators, providing information on funding requests. He noted that the Senate's proposed budget was favorable compared to the House budget. Craig shared he plans to advocate in the next legislative session for increased funding for IE efficiencies, emphasizing a very important project that needs support.

Craig reported that the representative seeking to change supervisor elections will be visiting the area this summer, though for another matter. The visit relates to a bill that prohibits asking an individual experiencing homelessness to vacate or relocate from a public area unless there is a qualifying shelter in the community.

Craig reported that he has been speaking with the president of WACD about resolutions, emphasizing the importance of placing district needs over WACD priorities.

Lastly, Craig reported that Mike Baden has announced he is leaving the commission and will be joining Spokane Conservation District.

On behalf of Emmy, Rosalie informed the board that Conservation Celebration invitations are being sent out. Board members are welcome to hand-deliver them or provide an address, and the invitations can be mailed.

### **NRCS Report**

Scott – Scott is currently in the ranking process for EQIP and CSP applications, which are limited and highly competitive. Rankings are due April 17, with notifications expected May 1.

MOUs with districts will need simple updates by summer. Local Work Group chairs were expected to meet with Nick Vera and have meetings scheduled by the end of the month, with the goal of convening in April. Chairs have received initial guidance, though funding is limited. Scott emphasized the need to stay focused on key priorities and operate efficiently.

Staffing remains a major concern. A previously anticipated increase in positions will not occur, leaving very limited capacity—no staff in Chelan County outside of Scott. While the Okanogan County team is strong, it currently only has one planner. He acknowledged the strain and remains open to feedback. Offices are shifting to an appointment-only model.

Scott also noted continued efforts to pursue task orders, with CRP as a priority, and encouraged a proactive, ready-to-act approach.

### **Partner Reports**

There were no partner reports.

### **Review, Approve and Sign Contracts and Conservation Plans:**

**Methow Valley Chipping Events Personal Services Contract** - Sam shared that the district is coordinating mobile chipping events scheduled for April and May with residents in the communities of Edelweiss, Lost River Airport Association, Pine Forest Community, Sun Mountain Ranch Club, and the towns of Twisp and Winthrop. To complete the work, the district will contract Hingepoint Tree Service, with the total cost not to exceed \$37,202.88. The resulting wood chips will be spread or dumped in designated areas within the participating communities. Steve Colvin moved to approve the Personal Services Contract and authorized the Board Chair or the Executive Director to sign the finalized contract with the chosen contractor for the Methow Valley chipping events. Phil Dart seconded the motion, and the motion passed unanimously.

**Okanogan Valley Chipping Events Personal Services Contract** - Sam shared that the district is coordinating mobile chipping events in May with residents in Crumbacher, the City of Okanogan, the City of Omak, and Cameron Lake. The district will contract Solutions Weed and Pest Control to carry out the work, with a total cost not to exceed \$10,731.60, and the resulting wood chips will be spread or dumped in designated areas within the communities. Phil Dart moved to approve the Personal Services Contract and authorized the Board Chair or the Executive Director to sign the finalized contract

with the chosen contractor for the Okanogan Valley Chipping Events. Steve Colvin seconded the motion, and the motion passed unanimously.

**FEMA HMGP Project Phase 2 Agreement** - Sam reported that the Okanogan Conservation District applied for FEMA's Hazard Mitigation Grant Program to support home hardening cost-share projects in five target communities in Okanogan County. After several delays, FEMA informed the district on March 3 that it has been awarded \$619,581.91 in funding for Phase 2. This phase will support 32 home hardening projects totaling \$360,000 in areas including Mount Hull, Aeneas Valley, Cameron Loop, Sun Mountain Ranch Club, and the Twisp River Watershed. District staff are currently finalizing the agreement and seeking an extension, as the funding is set to expire on April 30, 2026, after originally being expected in August 2025 but delayed by seven months. Steve Colvin moved to approve the FEMA HMGP Project Phase 2 Agreement and authorized the Executive Director to sign the finalized agreement. Edd Townsend seconded the motion, and the motion passed unanimously.

**WRCD Fuel Mitigation Project** - Sam reported that the Washington Resource Conservation and Development Council received funding from the Bureau of Land Management for fuel reduction projects near BLM lands in Washington and has proposed passing through \$24,000 to the Okanogan Conservation District to implement a project. The funding would cover staff time, materials, and cost-share assistance, with the agreement running from March 1, 2026, to July 15, 2026. District staff are currently identifying potential projects, with most BLM lands in Okanogan County located in the upper Okanogan Valley. Phil Dart moved to approve the agreement between the district and WRCD and authorized the Executive Director to sign the agreement once it is finalized. Steve Colvin second the motion, and the motion passed unanimously.

**University of Michigan Air Quality Grant** - Sam reported that researchers from the University of Michigan visited Okanogan County in 2025 to interview residents about wildfire smoke impacts. Through internal university funding aimed at turning research into community benefits, their team secured \$15,000 to support the Okanogan Rivers Airshed Partnership (ORAP). Under the agreement, Okanogan Conservation District will receive \$7,500 through December 31, 2026, to help cover staff time for ORAP meetings and expenses for the partnership's twice-yearly meetings, including room rentals and catering. Phil Dart moved to approve the agreement between the district and the University of Michigan and authorized the Executive Director to sign the agreement. Edd Townsend seconded the motion, and the motion passed unanimously.

**Aquatics & Habitat Funds Funding Guidelines** - Chevelle reported that the Aquatics & Habitat Fund was established to administer Supplemental Environmental Project funds awarded to the Okanogan Conservation District under the Buckhorn Mine Consent Decree. Staff developed funding guidelines outlining eligibility, allowable uses, and project ranking to ensure proper administration. The Water Resource

Committee reviewed and recommended the guidelines on February 24, 2026, and staff plan to implement them following Board approval, with project ranking beginning in April 2026. Phil Dart moved to approve the Aquatics & Habitat Fund Funding Guidelines. Edd Townsend seconded the motion, and the motion passed unanimously.

**Aspect Consulting – Personal Services Contract** – Jordana reported that the Okanogan Conservation District and Aspect Consulting need additional time for the Okanogan County Water Bank Development. To accommodate this, \$7,500 will be added to Task 2, raising its budget from \$44,601 to \$52,101, and increasing the total contract from \$116,601 to \$124,101. The scope of work for Task 2 remains unchanged. Phil Dart moved to approve the contract amendment with Aspect Consulting and authorized the Board Chair or Executive Director to sign the finalized contract amendment. Edd Townsend seconded the motion, and the motion passed unanimously.

**CTCR Interlocal Agreement** – Craig presented the Inter-Local Agreement between Okanogan CD and the Confederated Tribes of the Colville Reservation Natural Resources Division. The purpose of this Inter-Local Agreement is to allow both parties to work cooperatively on implanting conservation projects on lands in Okanogan County. Steve Colvin moved to approve the Inter-Local Agreement between Okanogan Conservation District and Confederated Tribes of the Colville Reservation Natural Resources Division and authorized the Board Chair to sign the contract. Phil Dart seconded the motion, and the motion passed unanimously.

**Old Business:**

**Public Comment** – There was no public comment.

**Water Bank Update** – Jordana shared that the first acquisition’s change application has been approved by the Okanogan County Conservancy Board. Next steps include Ecology’s review and comment periods. A timeline extension will be needed, requiring a request to extend the closing date before the end of May.

She also noted that the Barkley (BIC) acquisition is in negotiation. While the purchase price has been agreed upon, the seller’s proposed closing date is not feasible. A clearer timeline will depend on Ecology, deeding the water right back to BIC. Ecology has also requested a title report, which has been difficult to obtain without a finalized purchase and sale agreement; legal counsel is working to resolve this.

Jordana added that the Business and Guidance document is in its final draft stage and open for review before the next revision cycle.

**New Business:**

**Public Comment** – There was no public comment.

**Open Public Meeting Act Training** – Training will be completed independently.

**Public Records Act Training** – Training will be completed independently.

Jerry Asmussen adjourned the meeting at 7:17 PM.

## Summary of Motions

Steve Colvin moved to approve the agenda. Phil Dart seconded the motion, and the motion passed unanimously.

Phil Dart moved to approve board meeting minutes. Steve Colvin seconded the motion, and the motion passed unanimously.

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Jerry Asmussen  
Vice Chair

4/14/26  
Date

  
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Natalie Torres  
Administrative Specialist

4/14/26  
Date