



# Okanogan Conservation District

1251 S. Second Ave, Room 102

Okanogan, WA 98840

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**TO:** The Record  
**SUBJECT:** April 6, 2023; Board of Supervisors Meeting  
**LOCATION:** Okanogan Conservation District Office, Okanogan, WA and  
Remotely via Microsoft Teams and Teleconference  
**FROM:** Cassandra Lange, Administrative Assistant

**PRESENT:**

Jerry Asmussen, Vice Chair	Chevelle Yeckel, Water Quality & Riparian Planner
Albert Roberts, District Auditor	Dylan Streeter, Wildfire Resiliency & Recovery Planner
Steve Colvin, Member	Eli Loftis, Wildfire & Community Resilience Lead
Lorah Super, Member	Jordana Ellis, Irrigation Planner
Craig Nelson, Executive Director	Celeste Accord, NRCS
Becky Drenner, Finance Director	Edd Townsend, Public
Cassandra Lange, Administrative Assistant	

**Meeting Call to Order:** Jerry Asmussen called the meeting to order at 6:01 PM. Jerry completed a roll call of Supervisors, Associate Supervisors, staff, partners, and the public.

**Agenda Approval:** Jerry Asmussen stated that the agenda would stand approved as amended.

**Public Comment:**

Edd reported that his skid steer was recently stolen but they were able to recover it. Edd added that the snow has disappeared, and little rain has fallen, leading to an early drought which he confirmed after looking at his crops. Edd went on to say he will be fixing fence now that the snow is gone.

**Approval of Minutes:** Lorah Super moved to approve the March 2<sup>nd</sup>, 2023 board meeting minutes as presented. Albert Roberts seconded the motion and the motion passed unanimously.

**Treasurer's Report #839,** which covers the checking account activity from March 3<sup>rd</sup>, 2023 to April 6<sup>th</sup>, 2023, was presented for the Board's approval, the following checks/payroll/direct withdrawals/electronic payments were approved for payment:

Checks – numbers 12124 – 12142 totaling \$60,080.68.

Two payroll direct withdrawals – numbers ACH4457 – ACH4482 - totaling \$47,646.98.

Electronic payments – numbers EFT3185– EFT3205 totaling \$45,229.64.

Deposits totaling \$124,526.62 were made.

Albert Roberts moved to approve Treasurer's Report #839 as presented. Lorah Super seconded the motion and the motion passed unanimously.

**Supervisor Reports:**

**Albert Roberts** – Albert reported that the Okanogan Planning and Development Department is beginning the process of updating the master plan and zoning codes. Albert added that he has one tractor ready for the upcoming farming season and the rest are lined up in front of the shop.

**Ivan Oberg** – Ivan was not present.

**Jerry Asmussen** – Jerry reported that it keeps snowing at his house.

**Steve Colvin** – Steve reported that he had two days without water, but now his well is fixed. Pruning is about three quarters of the way done. Steve added he will start seeding on Monday, which is the same day the irrigation water will be turned on. Steve went on to say that WSU AgWeatherNet will be putting a weather station on his property over the next couple of months.

**Lorah Super** – Lorah reported that she attended the Methow Watershed Council Drought Mitigation Program presentation and noted that it was a well-attended event and Jordana did a great job presenting. Lorah went on to say that she attended a Columbia River Policy Advisory Group Meeting where the current moisture levels of the Methow and Okanogan Valleys were discussed.

**Associate Supervisor Reports:**

**Bob Clark** - Bob reported that the huge corkscrew willow in his backyard will be removed soon.

**Staff Reports:**

Craig reported that Becky ran a smooth supervisor election on March 14<sup>th</sup> and despite a significantly increased outreach effort there were only twelve votes garnered. Craig informed the board that the day after the Conservation Celebration he and Justin will attend a WSCC Meeting where they will discuss the Voluntary Stewardship Program budget.

Becky reported that she will be working on the annual financial report, and she enjoys working with all staff. Becky added that the Schedule 22 Internal Audit went very well.

Eli reported that he wanted to acknowledge the outreach work Emmy has put in for the various chipping events. Eli mentioned that the Tonasket DNR FAC meeting will be later in the month. Eli added that the CWDG application was not successful, and they will try again with the next round of funding. Eli noted that April and May will be very busy due to the various chipping events that are scheduled throughout the county.

Jordana reported that she has been learning more about the water bank program and will be slowly transitioning into leading the program.

Dylan reported that between Eli, Hailey, DNR employees, and himself they completed about 150 Wildfire Ready Neighbors assessments in two days.

Chevelle reported that she is preparing to undergo surgery on her hip. Chevelle thanked Hailey, the temporary technician, for all the assistance she has been providing to all staff through various grant tasks.

### **NRCS Report**

Sarah Troutman sent out a report that was presented at the meeting. Celeste Accord was present and reported that the Local Work Group Meeting took place, and the top resource concerns were wildfire hazard on all land uses except forestry and inefficient irrigation water use. Celeste added that Frank Curtain was the new resource conservationist in Chelan County.

### **Partner Reports**

There were no partners present.

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

**Whitestone Mountain Orchard Contract Amendment** – Jordana reported that Whitestone Mountain Orchard (WMO) is participating in the WSDA-SCBGP and has contracted with the district to install native pollinator habitat on their orchard at 213 Loomis-Oroville Road, Tonasket, WA. The landowners were unable to plant the native grass seed mix that was purchased for installation in the fall of 2022 due to an early, heavy snowfall that kickstarted the early winter season. This spring is the next reasonable planting season within the current contract terms. Unfortunately, this spring is creating unfavorable conditions to successfully plant the seed mix. The amendment would allow Whitestone Mountain Orchard to be paid for the seed purchased (in the amount of \$1,576.35) with the agreement that the seed will be planted no later than November 30<sup>th</sup>, 2023. Payment for the seed will occur when issuing payment for the installation of the container plants, which is scheduled to take place no later than May 31<sup>st</sup>, 2023. The need to facilitate payment before installation is to ensure the funds will be captured before they expire in September of 2023. Albert Roberts moved to approve the WMO contract amendment providing it is planted by November 30<sup>th</sup>, 2023 and if it is not planted, they will need to reimburse the total BMP cost of \$6,000.00 and noted that this is a one-time exception due to extraordinary climate extenuating circumstances due to weather and will not be granted in the future and authorized Craig Nelson to sign the contract. Steve Colvin seconded the motion and the motion passed unanimously.

**Brothers Forestry Purchased Services Contract** – Eli reported that the district is hiring Brothers Forestry to chip woody debris at the Sun Mountain Ranch Club, Timberline Meadows, Libby Creek, Pine Forest, and Edelweiss communities in the Methow this spring. Each community will receive up to a full eight-hour day of chipping. The expected total contracted amount is \$16,250.00, accounting for five days of dedicated chipping and additional time should material volume, weather, or other conditions require additional time at any location. This project is funded by the Libby Creek NRI grant and the Ecology PNA grant. Lorah moved to authorize Craig Nelson to sign the Brothers Forestry purchased services contract. Steve seconded the motion and the motion passed unanimously.

**City of Omak Eastside Park Chipping Day Agreement** – Eli reported that the district has been working with the City of Omak to provide a chipping event for Omak residents at Eastside Park on May 6<sup>th</sup>. The chipping event will allow residents to deposit chippable green waste at Eastside Park for chipping by a crew from City of Omak’s public works. There will also be drop boxes for other vegetative waste. This event will be funded by the current Ecology PNA grant to help reduce outdoor burning within the Okanogan River Airshed. The district’s financial contribution is quoted at \$4,612.00 which includes the City of Omak’s staff and equipment time, along with disposal fees. Albert moved to authorize Craig Nelson to sign the City of Omak Eastside Park Chipping Day agreement. Lorah seconded the motion and the motion passed unanimously.

**Fonseca Forestry LLC Purchased Service Contract** – Eli reported that the district is working with the Chiliwist Firewise Council and community members in Malott to provide chipping services to residents in the southern portion of the Okanogan River Airshed Emphasis Area on May 17<sup>th</sup>, 2023. The district would like to contract with Fonseca Forestry LLC who will provide a chipper, equipment, and the necessary personnel to operate it during the event. The final cost of the contract has not been finalized yet. Previous agreements with Fonseca Forestry LLC for similar projects were contracted at \$2,500.00, but this project covers a larger geographic area than previous projects and may require the additional use of a chip truck, causing the final agreement for this project so exceed previous rates. This project will be funded by the districts Ecology PNA grant, which expires June 30<sup>th</sup>, 2023. Lorah moved to authorize Craig Nelson to sign the Fonseca Forestry LLC purchased service contract once it has been finalized. Albert seconded the motion and the motion passed unanimously.

**Old Business:**

**Water Bank Update** – Craig reported that he is transitioning the leadership role of the water bank program to Jordana. Craig noted that the water bank committee had a meeting with the Department of Ecology to discuss the contract for the original application that was turned in last July, in which Ecology recommended that the acquisition timeline should be two years instead of eighteen months. Jerry recommended that the district should have a meeting with the commissioners to discuss the water bank program as they are responsible for setting up the mitigation side of the bank. Jordana added that the Barkley Irrigation acquisition is being looked over by Aspect.

**CCC Pipeline Project Update** – Jordana reported that there will be a site visit for the engineers in May. Jordana added that the district submitted a budget amendment request for Irrigation Efficiencies to cover her time and Craig’s time working on the project.

**Conservation Celebration** – Emmy was not present but left a message for the board to read and review their scripts for the event.

**New Business:**

**Annual Work Plan** – Craig advised that the Revised Code of Washington State (89.08.220 § 7(b)) requires conservation districts to complete an Annual Plan of Work which, “...shall describe the action programs, services, facilities, materials, working arrangements and estimated funds needed to carry out the parts of the long-range programs that are of the highest priorities.”

This rough draft is for information and feedback. The final plan will need to be approved at the May board meeting so it can be submitted to the Conservation Commission before the end of May. Draft packets were given out and this topic will be revisited at the next meeting.

**WADE Training Registration** – Craig reported that WADE annual training for conservation district employees, supervisors, and partners will be held June 12<sup>th</sup>-14<sup>th</sup> at Sleeping Lady in Leavenworth, WA. The cost for training, lodging, and most meals is \$600 per person. There is also the additional cost of lunch (\$17 per diem) and mileage for a minimum of three vehicles to attend. This year, the district would like to register eleven employees to attend the training and close our office those three days. Albert moved to authorize district staff to register up to eleven employees for the 2023 WADE training and close the district office for June 12<sup>th</sup> -14<sup>th</sup>. Lorah seconded the motion and the motion passed unanimously.

**NE WA Wolf-Livestock Grant Board Appointment** – Craig reported that the NE WA Wolf-Livestock Committee comprises one representative from each of the four conservation districts in Washington state that are east of the Cascade Mountains and adjacent to Canada. The committee was created by the passage of HB 2126 by the Washington State Legislature in 2017. The committee meets as needed to discuss voluntary funding requests proposed to reduce livestock depredation from wolves in the four county areas. Craig added that our district can nominate one individual to the Director of the Washington State Department of Agriculture and Director Sandison will appoint approved district representatives to the committee. Steve moved to nominate Jerry Asmussen to the NE WA Wolf-Livestock Committee to represent the Okanogan Conservation District. Lorah seconded the motion and the motion passed unanimously.

Jerry Asmussen adjourned the meeting at 7:50PM.

**Summary of Motions**

Lorah Super moved to approve the March 2<sup>nd</sup>, 2023 board meeting minutes as presented. Albert Roberts seconded the motion and the motion passed unanimously.

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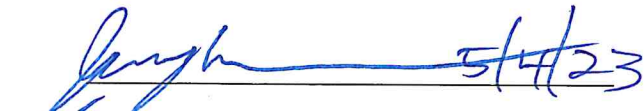
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Steve Colvin moved to nominate Jerry Asmussen to the NE WA Wolf-Livestock Committee to represent the Okanogan Conservation District. Lorah Super seconded the motion and the motion passed unanimously.

  
Ivan Oberg  
Chair

Date

  
Becky Drenner  
Finance Director

Date