



Okanogan Conservation District

1251 S. Second Ave, Room 102

Okanogan, WA 98840

TO: The Record
SUBJECT: January 4, 2024; Board of Supervisors Meeting
LOCATION: Okanogan Conservation District Office, Okanogan, WA and
Remotely via Microsoft Teams and Teleconference
FROM: Cassandra Lange-Predoehl, Administrative Assistant

PRESENT:

| | |
|------------------------------------|--|
| Lorah Super, Chair | Cassandra Lange-Predoehl, Admin. Assistant |
| Jerry Asmussen, Vice Chair | Dylan Streeter, Wildfire Resiliency & Recovery Planner |
| Steve Colvin, Auditor | Jordana Ellis, Irrigation Planner |
| Phillip Dart, Supervisor | Eli Loftis, Wildfire Community & Resiliency Lead |
| Randy Kelley, Associate Supervisor | Emmy Engle, Communication & Outreach Specialist |
| Bob Clark, Associate Supervisor | Chevelle Yeckel, Water Quality & Riparian Planner |
| Craig Nelson, Executive Director | Emily Bustamante, Education Specialist |
| Becky Drenner, Finance Director | Sarah Troutman, NRCS |

Meeting Call to Order: Lorah Super called the meeting to order at 6:00 PM. She completed a roll call of Supervisors, Associate Supervisors, staff, partners, and the public.

Agenda Approval: Phillip Dart moved to approve the agenda as presented. Jerry Asmussen seconded the motion and the motion passed unanimously.

Public Comment: There was no public comment.

Approval of Minutes: Jerry Asmussen moved to approve the December 5, 2023, board meeting minutes as amended. Phillip Dart seconded the motion and the motion passed unanimously.

Treasurer's Report #848, which covers the checking account activity from December 6, 2023, to January 4, 2024, inclusive was presented for the Board's approval. The following checks/payroll/direct withdrawals/electronic payments were approved for payment:

Checks – number 12316 – 12337 totaling \$46,282.56. Check number 12307 was voided.

Two payroll direct withdrawals – numbers ACH4676 – ACH4701 totaling \$46,444.09.

Electronic payments – numbers EFT3332 – EFT3347 totaling \$48,157.36.

Deposits totaling \$34,166.38 were made.

Steve Colvin moved to approve Treasurer's Report #848 as presented. Jerry Asmussen seconded the motion and the motion passed unanimously.

Supervisor Reports:

Jerry Asmussen – Jerry reported that instead of snow, the word is mud. Despite the absence of snow at higher elevations, ponds are filling due to the rainfall.

Steve Colvin – Steve reported that they received about an inch of rain in the last month, and they have started pruning.

Lorah Super – Lorah reported that the Methow had not experienced a significant amount of rain but did have a relentless fog bank.

Edd Townsend – Edd was not present.

Phillip Dart – Phillip reported that there is a lot of moisture in the area and mentioned that he had plowed snow for the first time this winter earlier that day.

Associate Supervisor Reports:

Randy Kelley – Randy did not give a report.

Bob Clark – Bob did not give a report.

Staff Reports:

Craig reported that the Washington State Conservation Commission had extended the comment period for the Riparian Grant program to January 17. Craig, who is a member of the Riparian Grant Program Committee, mentioned a meeting scheduled for the following day to review submitted comments. Additionally, Craig explained that under the Riparian Grant Program, a tiered incentive payment program for riparian buffer installations will be implemented, based on the median land value of the county.

Craig went on to remind everyone about the upcoming Legislative Day on January 25. He added that their meeting time would likely occur in the afternoon. Craig mentioned that typically, during the breakfast hour on the morning of the meeting, a senator or representative usually speaks. Craig confirmed that he, Eli, Emmy, Lorah, and Jerry will be in attendance. Phillip mentioned that he might be able to come but wasn't sure at that time.

Craig provided the board members with an organization chart and mentioned that the district would begin implementing the chart starting February 1. Craig outlined the supervisory structure, with himself supervising Beck, Kim, Emmy, Brant, and Taylor. Becky will supervise Cassandra and possibly another administrative support employee. Kim will supervise Chevelle, Aaron, Eli, Jordana, and Emily. Craig added that Eli will continue to supervise Dylan, and Dylan will be supervising the three technicians that will be hired later. Craig noted that the organization chart also included an intern position that would help Emmy with outreach among other tasks.

Eli reported that earlier in the day the Community Wildfire Protection Plan Community Survey was launched. A link to the survey was sent out via the reverse 911 system and already had 332 responses. Eli expressed gratitude to Emmy for her work in creating the survey. Eli mentioned that they had a successful meeting with the Methow Ranger District.

Dylan reported that the district will be ordering a 15-inch chipper later in the week.

Jordana reported that she had finished the ranking tool and was halfway through ranking projects. Jordana added that the first phase is complete, and six cooperators will move forward to phase two.

Chevelle reported that she is glad to be through the sludge of winter.

Becky reported that she contacted North Cascades National Bank to discuss putting some of the savings into a certificate of deposit (CD). Lorah added that she had seen a lot of information about moving money into CDs right now. They discussed the policies of North Cascades, and the state auditor's office specifics. Becky added that election month was coming up and she was going to be focusing on that, as Phillip is up for election.

NRCS Report

Sarah Troutman reported that they were busy ranking EQUIP applications. She added that the Natural Resource Conservation Service in Washington was now using the Act Now policy to expedite conservation contracting. Act Now allows NRCS to swiftly approve and obligate a ranked application in a designated ranking pool when an eligible application meets or exceeds a state-determined minimum threshold ranking score. Sarah further mentioned that the Local Work Group Meeting was approaching, with a planning meeting scheduled on January 24. The Local Work Group Meeting is set for February 21 at the Chelan School District building.

Partner Reports

No partners were present.

Review, Approve and Sign Contracts and Conservation Plans:

OCD-OCC ILA for the Okanogan County Water Bank – Jordana reported that the district would like to enter into an interlocal agreement with Okanogan County Commissioners (OCC) for the establishment of the Okanogan County Water Bank. Aspect Consulting assisted the district in creating a draft of the interlocal agreement. The partnership is intended to facilitate and guide the creation of policies and governing rules that serve the best interests of the Okanogan County community. The agreement received approval from the Okanogan County Commissioners on December 26, 2023. Jerry Asmussen moved to approve the OCD-OCC Interlocal Agreement for the Okanogan County Water Bank and authorized Lorah Super to sign it. Phillip Dart seconded the motion and the motion passed unanimously.

2024 Conservation Celebration Catering – Randy reported that the 2024 Conservation Celebration is scheduled for May 15, 2024, at the Okanogan County Fairgrounds Agriplex. Randy contacted the co-owner of the Dawg House BBQ and Brew and presented an estimated cost per plate for the event to the board. Phillip Dart moved to authorize Randy Kelley or Craig Nelson to negotiate a catering contract for the 2024 Conservation Celebration up to thirty dollars per plate for the full cost. Jerry Asmussen seconded the motion and the motion passed unanimously.

Old Business:

Water Bank Update – Jordana reported that they received the appraisal back, and it had a slight increase from the first appraisal. There will be an internal meeting to discuss the next steps in the negotiation process. Following the internal meeting, there will be another planning meeting where Tyson should have an outline for them to build the structure. Emmy submitted the outreach plan. Jordana also gave a Water Law 101 presentation to the Rotary Club earlier that day. Chevelle added that Jordana is a great presenter and encouraged everyone to attend one of her presentations.

DDT Remediation Project – Craig reported that they had sent in the agreement to the Department of Ecology, and they had accepted it. Taylor, Kim, Craig, and Mike Baden had a meeting with Ecology staff, resulting in Ecology staff wanting district staff to write the script for the project. Craig added that the Department of Ecology is open to offering the remediation projects at a 100% cost share, and they are comfortable with the district putting in the barrier and fill dirt. The grant allows for the soil to be tested before excavation occurs to ensure clean soil is put on top of the barrier material. Craig went on to say that he, Taylor, and Kim will be working on writing the grant contract. Ecology staff would like to be able to offer the service to producers this spring. Craig aims to have the contract ready by the March board meeting, and by then, they plan to offer this opportunity to producers.

Eagle Bluff Emergency Watershed Protection Program – Dylan reported there were between three and four different basins with the potential to experience run off and impact structures. Among these, three basins had potential solutions to prevent water from affecting the structures, but only one of them seemed likely to be feasible. The other two basins required the installation of a catch pond on neighboring properties. Dylan mentioned that he would reach out to all the landowners, acknowledging the possibility of the debris flow. He emphasized that any potential action would likely be taken on a neighboring property rather than on the property of the cooperator.

New Business:

Conservation Celebration Committee – Craig reported that many small decisions need to be made for the Conservation Celebration. He suggested that establishing a committee with specified guidelines would streamline the planning process for the event. Craig added that the committee could provide progress reports at each regular board meeting. Jerry Asmussen moved to authorize a Conservation Celebration Committee with Randy Kelley as the chair, Craig Nelson and Emmy Engle as members, and authorized them to make appropriate decisions on the Conservation Celebration within guidelines established by the board. Phillip Dart seconded the motion and the motion passed unanimously.

Executive Session – Discuss Personnel Evaluations – Lorah called the executive session to order at 7:14 PM. At 7:46 PM, the board returned to public session. Jerry Amussen moved to approve the following personnel evaluation as presented and to approve the following wage/status to take effect January 1, 2024:

- Craig Nelson, salary range 75, step C, exempt status, \$100,008.00 per year
- Phillip Dart seconded the motion and the motion passed unanimously.

Lorah Super adjourned the meeting at 7:52 PM.

Summary of Motions

Phillip Dart moved to approve the agenda as presented. Jerry Asmussen seconded the motion and the motion passed unanimously.

Jerry Asmussen moved to approve the December 5, 2023, board meeting minutes as amended. Phillip Dart seconded the motion and the motion passed unanimously.

Steve Colvin moved to approve Treasurer's Report #848 as presented. Jerry Asmussen seconded the motion and the motion passed unanimously.

Jerry Asmussen moved to approve the OCD-OCC Interlocal Agreement for the Okanogan County Water Bank and authorized Lorah Super to sign it. Phillip Dart seconded the motion and the motion passed unanimously.


Phillip Dart moved to authorize Randy Kelley or Craig Nelson to negotiate a catering contract for the 2024 Conservation Celebration up to thirty dollars per plate for the full cost. Jerry Asmussen seconded the motion, and the motion passed unanimously.

Jerry Asmussen moved to authorize a Conservation Celebration Committee with Randy Kelley as the chair, Craig Nelson and Emmy Engle as members, and authorized them to make appropriate decisions on the Conservation Celebration within guidelines established by the board. Phillip Dart seconded the motion and the motion passed unanimously.

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- Craig Nelson, salary range 75, step C, exempt status, \$100,008.00 per year

Phillip Dart seconded the motion and the motion passed unanimously.

 2/1/24

Lorah Super
Chair

Date

 2/2/24

Cassandra Lange-Predoehl
Administrative Assistant

Date