



# Okanogan Conservation District

1251 S. Second Ave, Room 102

Okanogan, WA 98840

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**TO:** The Record  
**SUBJECT:** December 4, 2025; Board of Supervisors Meeting  
**LOCATION:** Okanogan Conservation District Office, Okanogan, WA and Remotely via Microsoft Teams and Teleconference  
**FROM:** Natalie Torres, Administrative Assistant

**PRESENT:**

Lorah Super, Chair	Tanya Margerison, Finance Lead
Jerry Asmussen, Supervisor	Natalie Torres, Administrative Specialist
Steve Colvin, Supervisor	Jordana Ellis, Water Resources Lead
Edd Townsend, Supervisor	Jack Owen, Water Resources Tech
Phil Dart, Supervisor	Taylor George, Agriculture & Range Planner
Dale Swedberg, Associate Supervisor	Eli Loftis, Forests & Wildfire Lead
Randy Kelley, Associate Supervisor	Sam Nurmi, Forests & Wildfire Planner
Terri Williams, Associate Supervisor	Rosalie Powell, Communication & Outreach Specialist
Craig Nelson, Executive Director	
Kim Kogler, Programs Director	

**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.

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

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

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

**Treasurer's Report #871,** which covers the checking account activity from November 1, 2025, to November 30, 2025, inclusive, was presented for the Board's approval. The following checks/payroll/direct withdrawals/electronic payments were approved for payment: The payroll deposits for the period include two direct deposits: one covering November 1–15, 2025, in the amount of \$32,299.73, and another for November 16–31, 2025, totaling \$32,538.81. Combined, the total payroll deposits amount to \$64,838.54. Payroll deductions for this period total \$55,366.05, bringing the overall payroll-related transactions to a total of \$120,204.59.

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Checks issued during this time period include numbers 12978 through 13000, totaling \$48,662.14. Additionally, EFT debits and general ledger adjustments amount to \$302,518.46. The combined total of claims paid or processed is \$351,180.60.

Outstanding expenses remaining total \$58,232.77.

The beginning balance of the checking account was \$790,393.96. During this period, deposits totaling \$77,865.51 were made, and reconciled withdrawals amounted to \$473,725.38. After accounting for all transactions, the ending balance in the checking account is \$394,534.09.

Tanya Margerison presented the Treasurer's Report #871. Steve Colvin moved to approve Treasurer's Report #871. Phil Dart seconded the motion, and the motion passed unanimously.

**2026 OCD Budget** – Tanya presented a revised 2026 Okanogan CD Budget, with changes related to salary and vehicle mileage reimbursement. Steve Colvin moved to approve the 2026 OCD Budget. Jerry Asmussen seconded the motion, and the motion passed unanimously.

#### **Supervisor Reports:**

**Phil Dart** – Phil shared that he attended WACD with several others, and it was a good experience. He received about eight inches of snow at home; since the ground wasn't frozen when it fell, conditions are looking good. Phil mentioned even having had a sledding party.

**Jerry Asmussen** – Jerry commented on the difference it makes when it rains all month. He added needing his ponds to be frozen so they can fill up properly. The cows are still eating grass.

**Edd Townsend** – Edd shared that his cows are still out. Winter is almost here, with some frost on the ground. They're hoping for freezing conditions around the water ponds. The crops had a nice, slow transition.

**Steve Colvin** – Steve reported that he also attended the conference. He shared that it was somewhat disappointing that one of the resolutions—having an employee on the board—was not passed; however, several interesting ideas were discussed. Steve noted that he learned about *Washington Grown* at the conference and encouraged others to learn more about it.

Steve continued by mentioning that at home it has been raining, with no snow—just wet and muddy conditions. Pruning is underway, with only two more blocks remaining. Forty degrees isn't bad, and people don't mind working in that weather.

**Lorah Super** – Lorah reported that the home hardening project has been completed. On November 18, they met with realtors, and Jordana presented on Water Banking. Her presentation was well received and sparked engaging conversations, with agents appreciating the chance to learn more about each other's work. Lorah was also invited to join the Ways and Means Committee.

#### **Associate Supervisor Reports:**

**Dale Swedberg** – Dale shared that he's been spending time on the road, tending to his farm in Ellensburg. Unfortunately, his rental home there burned down. He is working on organizing a prescribed burn and mentioned a "learn and burn" event for anyone interested in joining or receiving more information.

**Terri Williams** – Terri attended the Tilth Alliance/Spokane Conservation District annual conference, focused on soil remediation and rebuilding soil microbiology. She learned about FreshRx Oklahoma, a program that provides fresh, locally grown produce and nutrition education to residents, helping them manage health conditions like diabetes while supporting local farmers.

**Randy Kelley** – Randy shared that he had the pleasure of attending WACD, where a variety of topics were discussed. One of the main focuses was sustainable funding for districts. A resolution regarding district elections was amended to allow each district to decide whether to maintain a general election. Other sessions were informative and provided a great opportunity to connect and socialize.

#### **Staff Reports:**

Craig emphasized the importance of completing the post-WACD survey, which is sent via email, and asked to be notified if anyone does not receive it. He also shared updates from the sustainable funding committee, which is working on developing a recommendation and a potential distribution model to be reviewed at the next annual meeting.

Craig also shared that a board governance meeting is scheduled for December 16 at the district. Performance planning is nearly complete, with the annual work plan to be developed and brought forward for approval in January. He noted that staff did an excellent job identifying their tasks and deliverables, both grant-related and otherwise.

Craig continued by sharing that he attended a Farm Bureau meeting, where water rights purchases were discussed. He also mentioned a positive conversation with Rob Enlow regarding federal water rights and the possibility of future discussions about making certain water rights available to others.

Lastly, Craig reported that following WACD, Bill Blake—former Executive Director of Skagit Conservation District—was elected. As were Cherie Kearney and Wade Troutman.

Eli shared that several smaller, current grants will be coming to an end soon.

Jack shared that he and Taylor will be attending the Cattlemen's Banquet this Saturday.

Taylor shared her and Brant have been working to complete the VSP report.

### **NRCS Report**

There were no NRCS partners present.

### **Partner Reports**

Terri shared that she is completing the Advancing Marketing for Producers program, and that a large mailing was recently completed. The program provides marketing funds for producers in wheat and fruit production. The program is based on the Colville Reservation.

She also noted recent conversations around food security, sharing that food banks are currently about 1,000 pounds short. While holiday food drives are helping, the period following the holidays is a growing concern.

Terri added that support is being sought for the Nespelem school garden, with interest in growing additional crops beyond garlic.

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

**ECY PNA 25-27 Grant Agreement with Dept. of Ecology** – Eli shared that Okanogan Conservation District received a \$175,000 Prevent Nonattainment Grant from the Department of Ecology to support air-quality projects focused on reducing non-wildfire PM2.5 emissions. The funding will allow the district to continue seasonal chipping and green-waste disposal events to help maintain positive air-quality conditions in Okanogan County and avoid nonattainment status. The grant period runs through June 30, 2027. Because the award represents approximately 30% of the amount requested, the number of chipping days each season will need to be reduced to extend funding through spring 2027. Phil Dart moved to authorize Craig Nelson to sign the Ecology Prevent Nonattainment grant award agreement with the Dept. of Ecology when it is ready. Jerry Asmussen 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 is in Ecology's change-application review, which could conclude as early as March 12 or as late as April 11. Closing preparations are underway, and all documents have been submitted to Ecology.

Jordana reported that the Barkley acquisition is progressing. The draft purchase and sale agreement is with the seller, and Okanogan CD staff and consultants recently met with Ecology about deed transfers. Ecology must transfer the deed to BIC before a closing date can be set.

The Pine Creek acquisition is still seeking funding support, with the Streamflow Restoration Grant remaining the most promising option.

For the Master Trust Water Right (MTWR) agreement, Ecology has not begun drafting and requires that the first draft comes from them. To keep the process moving, staff are preparing supplemental narrative language for the suitability map to guide future water-right management.

Legal counsel remains uncomfortable completing water-right acquisitions without an MTWR agreement or another binding assurance. Counsel is requesting a brief agreement confirming that the purchased rights will be accepted into the Trust for water banking in Okanogan County. Outreach this past month included participation in the Farm Bureau meeting and the Methow Realtors permitting workshop. Website development is ongoing, with comments going to Aspect next week, and an accessibility review will be completed either by Aspect or KR Strategies.

**District Operations Manual** – Craig presented the revised District Operations Manual to the board. Phil Dart moved to approve the District Operations Manual as presented. Jerry Asmussen seconded the motion, and the motion passed unanimously.

**New Business:**

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

**Executive Session – Evaluation of Employee Performance, RCW 42.30.110(g)** – Lorah Super called the executive session to order at 7:24 PM. At 7:59 PM, the board returned to public session.

Steve Colvin moved to approve Craig Nelson's performance plan memo as presented. Phil Dart seconded the motion, and the motion passed unanimously.

Lorah Super adjourned the meeting at 8:00 PM.



## Summary of Motions

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

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


Steve Colvin moved to approve Treasurer's Report #871. Phil Dart seconded the motion, and the motion passed unanimously.

Steve Colvin moved to approve the 2026 OCD Budget. Jerry Asmussen seconded the motion, and the motion passed unanimously.

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Steve Colvin moved to approve Craig Nelson's performance plan memo as presented. Phil Dart seconded the motion, and the motion passed unanimously.

 1/13/2026  
Lorah Super Date  
Chair

 1/13/28  
Natalie Torres Date  
Administrative Specialist