

SPOKANE CONSERVATION DISTRICT
 210 N. Havana, Spokane, WA 99202
BOARD MEETING MINUTES
 Tuesday, September 8, 2015

PRESENT

Supervisors: Jerry Scheele, Randy James, Wendy Knopp, Tom Miller

Absent: Jaki Shrauger

Associate Supervisors: Dixie Riddle

SCD Staff: Vicki Carter, Erica Johnson, Cori Turntine, Ty Meyer, Stacey Selcho, Pat Munts, Walt Edelen

Guests: Mike Baden, WSCC

Chair Scheele called the meeting to order at 5:10pm.

Approval of Agenda

Chair Scheele presented the agenda for approval and noted that there is an executive session scheduled in accordance with RCW 42.32.110 (1) to review the performance of a public employee. Vicki Carter noted that the board election item will be postponed.

Motion James/Knopp to accept the agenda with changes noted. Motion carried.

Previous Meeting Minutes

Minutes from the August 11, 2015 board meeting had previously been distributed for review.

Motion Miller/Knopp to accept the August 11, 2015 Meeting Minutes. Motion carried.

TREASURER'S REPORT

Acting Auditor Randy James, presented the Treasurer's Report for August, 2015.

ACCOUNT	BEG. BALANCE	DEPOSITS	WITHDRAWALS	END BALANCE	OUTSTANDING BALANCE	ADJ. BALANCE
NW Pipeline Savings Acct	66,224.32	0	0	66,224.32	0	66,224.32
PayPal Merchant Acct	255.19	1,887.06	1,929.61	212.64	0	212.64
PayPal Transfer Acct	350.00	1,929.61	1,929.61	350	0	350
Bank of Fairfield Checking	158,028.28	354,207.82	513,829.60	-1,593.50	37,182.57	35,589.07
Bank of Fairfield MMA	519,690.22	125.02	150,000.00	369,815.24	0	369,815.24
LGIP	3,104,068.55	411.43	3,104,479.98	0	0	3,104,479.98

Prior to the meeting, acting auditor Randy James reviewed the Treasurer's Report and Accounts Payable. Statements had not yet been received in the mail to verify accounts. At the next meeting, we will catch up on account verification. **Treasurer's Report: Receipts: 11736-11827, EFTs: 1696-1708, 1771-1772, 1783, 1832-1843, 1847, 1851, 1870, 1873-1877, 1925-1926, Claims: 43364-43389, 43391-43405, 43407-43415, 43417-43437, 43439-43441, 43443, 43446-43456, 43458-43464, Voids: CLAIMS 43390 (Duplicate Payment), 43406 and 43438 (Wrong amount, reissued), 43416 (No SRF Commission Due to South Douglas CD), 43442, 43444-43445, 43457 (Printer error) RECEIPTS 11831 (BIAS balancing entry, voided and corrected original entries) WITHDRAW 1920 (Duplicate), Refunds: 1905 (Tree School Registration Refund), 1912 (Manure Spreader Deposit Refund), 1916 (3DCart Test Transaction Refund). Accounts Payable (corrected immediately prior to the meeting and redistributed): \$29,339.**

Motion Miller/Knopp to approve the August TREASURER'S REPORT and September Accounts Payable. Motion carried.

NEW BUSINESS / LINKAGE TO COMMUNITY

Public Comments/Introductions

Chair Scheele asked if there were any public comments. None were offered.

Education Report

Stacey Selcho presented a report on the 2015 Spokane Conservation District Educational Department. Selcho has held the Education Coordinator position for 6 years. The major educational components have historically been Wheat Week which reached 741 students last year, and Water on Wheels which reached more than 2,500 students. Selcho works in partnership with a wide variety of agencies, non-profits, local governments, schools and colleges. Selcho distributed a list with her newly revised classroom lessons. She will no longer be teaching Water on Wheels, but will continue Wheat Week as well as a variety of other curricula. Selcho is working to bring "schoolyard habitat activities" to teachers to provide onsite, outdoor learning. Adult Education through SCD includes teacher workshops, with a new Vermiculture in the Classroom workshop coming up. For the 3rd year in a row Backyard Conservation Stewardship Program sold out; considering using WSU Ext classroom for more space. A "Water Conservation Coalition" has formed between interested entities like ours and is working to bring Xeriscaping and other drought minded information to the public. Selcho described the STEMposium conference that takes place in the spring for 7-12 graders. Some changes have happened for the Trout in the Classroom program so that schools are responsible for their own release days and Selcho is available to help support; for many classrooms, this allows flexibility to bring in kindergarten buddies and have a customized schedule for the release day. Selcho emphasized her partnerships in the interagency educational community. Though there are many changes on deck, she anticipates reaching as many students, if not more, than in the past. Carter noted that our break from Water on Wheels necessitated a change in our contract with Franklin Conservation District and that Selcho has worked very hard to produce her new array of lessons.

GOVERNANCE CULTURE

Washington State Conservation Commission Update

Mike Baden distributed his QuickNotes and other documents to the board. He has been working with districts related to fire damage and trying to assess potential for natural resource concerns or projects going forward. Carter noted that Eric Choker will be part of the BAER team in Okanogan; Baden added that the BAER team may travel to Stevens county as well. The deadline for the supervisor needs assessment has been extended. Baden advised that we sign up for the new GovDelivery system before September 23; this will replace the old list serve. Baden recapped the new cultural resources policy and explained the need for an Unanticipated Discovery Plan (UDP) and how useful it could be in an emergency project situation. A UDP allows work to get on the ground, provided that it is not in an archaeological hotspot. The WSCC cultural resources exemption list at the commission is the same as NRCS.

OSS Program Update

Walt Edelen reported that in Liberty Lake alone, we have completed 4 connections to date. This month, 7 connections were made: \$24,000 in loans and \$3,500 in grants.

Carter presented a proposal from Barry Tee that would finance side lateral sewer repairs due to age deterioration or root damage. These are considered "point source" and do not fall under our current OSS Program. Tee proposes using our internal loan funds at 5.6% interest, 60 months of payments, and use existing OSS loan approval criteria. The typical project would cost \$1,500-2,500. The board is

interested in adopting the proposal but would like to see some credit limitations and water quality prioritization in the criteria presented at the next meeting.

Edelen responded to James question of how many miles of stream have been opened to date in the FFFPP program: Over 100 miles, but Edelen will get an exact figure from Dan Ross. James recommends the book *Return to the River*.

SRF Program Update

Ty Meyer requests an additional \$10,000 to the operating loan that was passed at the previous meeting. The loan applicant had not considered fuel costs. Meyer believes that the applicant is still sufficiently insured.

Motion Miller/James to approve the additional loan funds of up to \$10,000. Motion Carried.

Meyer also brought up a renewal for an operating loan that was used in for spring wheat and repaid with insurance payment because it was only 15 bushels and it was insured at 47 bushels. The loan amount is \$125,000 for fall wheat out on land that is coming out of CRP; term is one year. Carter noted that over time, the insured bushels will start to be connected to actual recent yield. Discussion was held regarding insurance cut off dates, payment dates, and how and when insurance policies are written. The loan applicant is working 900 acres with this loan, all leased through the USDA TIP program that helps new farmers take over existing farmer's CRP land that is going back into production. Carter noted that a contract number or borrower number should be brought with these each of these proposals.

Motion James/Miller to renew the \$125,000 operating line for loan on borrower 282. Motion carried.

Financial Discussion

Postponed. Chad Greif from BIAS is not available tonight.

Draft Budget

Carter distributed a draft budget. She noted that the proposed column is correctly labeled and reflects 2016 Budget desires, but the working numbers budget is actually the 2015 totals. This is for the board to review. Staff will also be reviewing this document and making changes.

Insurance

Carter noted that on July 9 we received a letter regarding a hike in our insurance rates through PEBB. For a given employee, the increase was anywhere from \$74 to \$250. Our SCD Policy book allows for SCD to completely cover the basic medical and dental for the employee, so these increases will be coming out of the SCD Budget rather than solely the SCD employee's take home pay.

NE Area Meeting, October 20, 2015

Carter asked if there are any resolutions that we would like to bring to the NE Area Meeting. We have not received a resolution from our local, vocal contingent of livestock owners.

Directors Discussion

The plans for the October 22 Livestock Meeting in Fairfield are going well. Carter is working on a public records request regarding our TMDL work from 2008. WACD is still on our accounts payable, payment pending. WACD Executive Director Dave Vogel suffered two heart attacks resulting in 6 stints. The WACD meeting Nov 30 – Dec 1 is still on. Erica Johnson gave an update on the educational programming for Vets on the Farm and new and small farmers at Farm-A-Palouse-A; this year, Farm-A-Palouse-A is held in

conjunction with the Tilth Conference. We are also helping put together the tour that will take place on the same day, November 13. Our annual meeting will be at 8am on November 13 and the educational programming and tour will follow. Johnson needs RSVPs of board members who will attend. The SRF Audit is almost over. Our new proposals to DOE will include audit costs.

OPERATIONAL EXPECTATIONS

Correspondence and Announcements

Dates:

- September 21: WSCC State Meeting in Ellensburg
- October 20: WACD Area meeting in Stevens County
- October 21: State FFA Land Judging Contest
- October 22: WSU Livestock Producer Meeting, Fairfield
- October 23: WSU Livestock Technician's Meeting, Ellensburg
- November 13: Farm-A-Palouse-A in conjunction with the Washington Tilth Producers Conference, November 13-15.
- Winter Quarter: Vet-Farm Cultivating Success Course at SCC

READING OF THE MOTIONS

Motion James/Knopp to accept the agenda with changes noted. Motion carried.

Motion Miller/Knopp to accept the August 11, 2015 Meeting Minutes. Motion carried.

Motion Miller/James to approve the additional loan funds of up to \$10,000. Motion Carried.

Motion James/Miller to renew the \$125,000 operating line on borrower 282. Motion carried.

At 6:40pm the SCD meeting recessed. At 6:45pm an executive session was held as per RCW 42.30.110(1) to discuss the performance of a public employee. The SCD meeting reconvened at 7pm. No further action was taken. Meeting adjourned at 8:05pm.

Respectfully submitted by: Erica Johnson

Jerry Scheele, Board Chair

Randy James, Vice Chair