

**LINCOLN COUNTY CONSERVATION DISTRICT
BOARD MEETING
NRCS / FSA MEETING ROOM-DAVENPORT WA
Wednesday, April 8, 2015**

MEETING CALLED TO ORDER:

Meeting called to order at 8:30 AM by Chairman, Mike Carstensen. Those attending the meeting were as follows: Eddie Johnson and Keith Schafer - LCCD Supervisors; Jeff Schibel (expressed interest in Supervisor position); Ann Swannack, NRCS; Melissa Michael, FSA; Elsa Bowen, Kathy McQuade, Stacey Dewald, Lea Shields, and Dean White - LCCD staff. Elsa introduced Lea to the board members.

A. MINUTES: Additions / Corrections:

- *1. Eddie moved to approve the March 11 minutes as presented. Keith seconded. Motion passed.*

B. TREASURER'S REPORT / TRANSACTIONS REPORT:

- *2. Eddie moved to pay and approve vouchers #9395 to #9444, with 6 EFT's, totaling \$27,645.84. Keith seconded. Discussion was held. Motion passed.*
- *3. Eddie moved to submit voucher #4 for the NFWF Award: Weed Mapping & Education grant in the amount of \$1,187.80 to NFWF. Keith seconded. Motion passed.*
- *4. Eddie moved to submit voucher #4 for the Fort Spokane Fuels Reduction grant in the amount of \$1,808.46 to CWPP – Forest Service. Keith seconded. Motion passed.*
- *5. Eddie moved to submit voucher #3 for the Passive Rehydration 3 grant in the amount of \$1,490.73 to DOE. Keith seconded. Motion passed.*
- *6. Eddie moved to submit voucher #16 for the 14-39-NS grant in the amount of \$0.00 to the Conservation Commission. Keith seconded. Motion passed.*
- *7. Eddie moved that the Lincoln County Conservation District Visa statement for February 24, 2015 through March 24, 2015 be approved. The total amount owed was \$417.93. Keith seconded. Discussion was held. Motion passed.*
- *8. Eddie moved that the Lincoln County Conservation District Cenex credit card with a closing date of March 10, 2015 be approved. The total amount owed was \$125.48. Keith seconded. Motion passed.*

After review, the board initialed each page of the Bank statements for the checking and money market accounts.

The board reviewed the report of the current annual leave/sick leave balances for the District employees.

The 2014 Annual Financial Report was reviewed. The Schedule 22 was also completed as part of the annual financial report.

9. Keith moved to submit the 2014 Annual Financial Report to the state auditor. Eddie seconded. Motion passed.

On March 16, Ray Ledgerwood, Mike Baden, Mike Carstensen, Eddie Johnson, Elsa Bowen, Kathy McQuade met in the conference room to complete the 2014 Good Governance Checklist/Internal Audit. Copies of the report were distributed to the board members. A good performance rating was noted for all 25 elements

10. Eddie moved to approve the Treasurer's report and the Grant's report as presented. Keith seconded. Motion passed.

C. AGENDA

Ag and Water Quality Advisory Board Meeting

The next Ag and Water Quality Advisory Board meeting has been scheduled for June 4 at the Sprague Fire Station conference room from 1 to 4 PM. The District has been requested to provide lunch for committee members from 12 to 1 PM.

11. Keith moved to budget up to \$800 to provide catering for lunch for the June 4 Ag and Water Quality Advisory Board meeting at the Sprague Fire Station. Eddie seconded. Motion passed 2 to 1.

Verle Kaiser Grant Proposal.

Copies of the proposal to provide hands on soil erosion education in the class room and in the field to 40 fourth graders from Davenport Elementary School with a Verle Kaiser grant were distributed to board members.

12. Keith moved to submit the Verle Kaiser grant proposal as presented. Eddie seconded. Motion passed

Fire Adaptive Training

Training on how small communities can develop defensible space against future wildfires is being offered in Spokane.

13. Keith moved to send Lea, Elsa and Stacey to Spokane for fire adaptive training in Spokane. Eddie seconded. Motion passed.

6th Grade Day

14. Keith moved to budget up to \$500 for the annual 6th Grade Day on Tuesday, May 12. Eddie seconded. Motion passed.

Tree Sale

For the 2015 Tree Sale, 97 pre-orders were received. All of the trees and shrubs were sold.

15. *Keith moved to purchase trees and shrubs for the 2016 Tree Sale. Eddie seconded. Motion passed.*

Life Insurance and Accidental Dismemberment and Death Insurance

Elsa reported that board members, who are volunteer and are not compensated for their time, are not eligible for life insurance and accidental dismemberment and death insurance through the District, but staff can enroll for this insurance if they so choose.

WDFW Artesian and Black Lake Project

The purpose of this project is to determine the feasibility of delivering water to the currently dry Artesian and Black lakes in Grant County to restore the lakes to an elevation that maximizes benefits to wildlife and to use natural systems within the Columbia Basin Project to restore declining aquifer levels, particularly in the Odessa Subarea within Lincoln County.

16. *Keith moved to participate in the Artesian and Black Lakes project. Eddie seconded. Motion passed.*

NRCS Report

Ann noted that several of the NRCS staff in the Davenport office will be going to training in the near future and that staffing will be low in the office during this time. Jeff Knutsen is coming back to work in the Davenport office by the end of April. Ann handed out copies of the 2015 State Program Funding Allocations map. Both Lincoln and Adams counties are eligible for 2015 Air Quality Initiative. Lincoln County is also eligible for the 2015 Sage Grouse Initiative.

FSA Report

Melissa reported that the ARC/PLC selection period has ended. The next big workload will be spring crop reporting. For June – August, ARC/PLC contracts will be developed, and there may be another CRP signup.

Policy Manual Update

The holiday leave policy with the amendments included from the March meeting were reviewed. Elsa mentioned that an additional amendment not included in the policy sheets distributed for review would be that Columbus Day, and not the day after Thanksgiving has already been a holiday leave day for the District.

17. *Keith moved to adopt the amendments to the holiday leave policy. Eddie seconded. Motion passed.*

Upcoming Crop Tours

Elsa reviewed the two fliers for upcoming WSU/USDA – ARS winter canola field tours that were in the board member's packets. The Okanogan County tour will be held on April 16 and the Douglas County tour will be held on May 13.

Discussion on District Funds

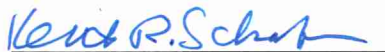
Keith raised concerns about the funds on hand for the District and asked what programs might be developed to use some of this funding for District cooperators. Where the Board has had a conservative approach on the limited funding available in the past, Keith asked the board and staff to consider a more innovative approach on the possible uses of available funding for District cooperators. Eddie noted that up to \$200,000 might allocated to the reserve funds that have been established. Elsa suggested that the proposed xeriscaping project just for the City of Davenport would cost an estimated \$15,000. Mike proposed that the District consider funding 30 implementation grant projects instead of just 8 projects. The consensus of the Board was that all 5 board members should be present to discuss this funding issue, and that the staff was directed to pursue new program ideas.

Executive Session

The Board went into executive session under option 1(g) of RCW 42.30.110 at 10:06 AM to review and discuss personnel issues for about ten minutes. The board came back out of executive session at 10:16 AM.

Chairman adjourned the meeting at 10:20 AM.

Respectfully submitted,



Keith R. Schafer, Secretary



Dean White, Minute Taker

SUMMARY:

All 17 motions were reviewed:

- 1. M/S/P to approve the March 11 minutes as presented.
- 2. M/S/P to pay and approve vouchers #9395 to #9444, with 6 EFT's, totaling \$27,645.84.
- 3. M/S/P to submit voucher 43 for the NFWF Award: Weed Mapping & Education grant in the amount of \$1,187.80 to NFWF.
- 4. M/S/P to submit voucher #4 for the Fort Spokane Fuels Reduction grant in the amount of \$1,808.46 to CWPP – Forest Service.
- 5. M/S/P to submit voucher #2 for the Passive Rehydration 3 grant in the amount of \$35,041.94 to the DOE.

- 6. M/S/P to submit voucher #16 for the 14-39-NS grant in the amount of \$0.00 to the Conservation Commission.
- 7. M/S/P that the Lincoln County Conservation District Visa statement for February 24, 2015 through March 24, 2015 be approved. The total amount owed was \$417.93.
- 8. M/S/P that the Lincoln County Conservation District Cenex credit card with a closing date of March 10, 2015 be approved. The total amount owed was \$125.48
- 9. M/S/P to submit the 2014 Annual Financial Report to the state auditor.
- 10. M/S/P to approve the Treasurer's report and the Grant's report as presented.
- 11. M/S/P to budget up to \$800 to provide catering for lunch for the June 4 Ag and Water Quality Advisory Board meeting at the Sprague Fire Station.
- 12. M/S/P to submit the Verle Kaiser grant proposal as presented.
- 13. M/S/P to send Lea, Elsa and Stacey to Spokane for fire adaptive training in Spokane.
- 14. M/S/P to budget up to \$500 for the annual 6th Grade Day on Tuesday, May 12.
- 15. M/S/P to purchase trees and shrubs for the 2016 Tree Sale.
- 16. M/S/P to participate in the Artesian and Black Lakes project.
- 17. M/S/P to adopt the amendments to the holiday leave policy.

