

**LINCOLN COUNTY CONSERVATION DISTRICT
BOARD MEETING
NRCS / FSA MEETING ROOM-DAVENPORT WA
Wednesday, November 12, 2014**

MEETING CALLED TO ORDER:

Meeting called to order at 6:59 AM by Chairman, Mike Carstensen. Those attending the meeting were as follows: Eddie Johnson, Keith Schafer, and Jim Baye-LCCD Supervisors; Dick Erickson, NRCS; Melissa Michael, FSA; and Elsa Bowen, Stacey Dewald, and Dean White - LCCD staff.

Executive Session

The Board went into executive session under option 1(g) of RCW 42.30.110 at 7:00 AM to conduct employee job interviews for two hours up to 9:00 AM. The board came back out of executive session at 9:00 AM.

1. Eddie moved to authorize the manager to offer Ernie Rasmussen the bookkeeping/grant writing position, pending a background check and review of references. Jim seconded. Motion passed.

A. MINUTES: Additions / Corrections:

- *2. Jim moved to approve the October 8 minutes with one small amendment to change 98.08 to the correct 89.08 on the upper part of page 7. Eddie seconded. Motion passed.*

B. TREASURER'S REPORT / TRANSACTIONS REPORT:

- *3. Eddie moved to pay and approve vouchers #9279 to #9298, with no EFT's, totaling \$43,933.22. Jim seconded. Motion passed.*
- *4. Eddie moved that the Lincoln County Conservation District Cenex credit card with a closing date of October 10, 2014 be approved. The total amount owed was \$384.77. Jim seconded. Motion passed.*

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

- *5. Eddie moved to approve the Treasurer's report and the Grant's report as presented. Jim seconded. Motion passed.*

C. AGENDA

WACD Conference

Registration and rooms have been reserved for everyone who will be attending the annual WACD Conference from December 1 – 3, 2014 at the Suncadia Resort in Cle Elum.

Direct Seed Conference

The annual Direct Seed Conference will be held in Kennewick on January 20 – 22, 2015. Elsa noted that the 14-39-IM grant has money to reimburse the costs of attending the conference.

6. Eddie moved to authorize up to 3 people including board members, the Manager, and/or other District staff, for travel and registration to attend the 2015 Direct Seed Conference in Kennewick. Jim seconded. Motion passed.

NACD Convention

7. Eddie moved to authorize up to 2 people, including board members and the Manager, for travel and registration to attend the 2015 NACD Convention in New Orleans. Jim seconded. Motion passed.

FSA Report

Melissa reported that the FSA office had recently finished hosting 3 public meetings across the county on the new ARC and PLC programs. There was good attendance at all 3 meetings, with about 80 producers attending each meeting. A website has been developed to describe and compare the ARC and PLC programs. Producers have until March 31, 2015 to sign up for either ARC or PLC.

CPDS Projects

Elsa announced that she had entered all of the current proposed that the District has received from cooperators across the county. Larry Brewer suggested that the 8 projects currently funding by the implementation grant also be entered, so these projects were also entered into CPDS. If CPDS would fund all of the implementation projects, then this would free up \$28,000 to cover other cooperator projects.

Thanksgiving Leave

8. Eddie moved that District staff be authorized to leave the same time on Wednesday, November 26 that NRCS and FSA staff leave, with regard to any early release, and that District staff be given the day off on Friday, November 28, the day after Thanksgiving. Jim seconded. Motion approved.

Stacey noted that she would be taking at least one week off in the middle of December for surgery.

Open Government Training

Stacey ran the projector in the conference room and showed two Open Government Training videos that District board members and staff were required to view, as the Lincoln County Conservation District is a special purpose district that is required by Engrossed Senate Bill 5964 to receive training on the Public Records Act and Open

Public Meeting Act. Some important points to remember include the following: The Public Records Act does not apply to requests for information. It is easier to respond to requests for information whenever possible than to respond requests for public records. The District would have 5 days to respond to requests for public records, and the burden of proof that an adequate search of public records was done would fall upon the District.

Resolutions for District Reserve Funds

Elsa has started work on some resolutions for District reserve funds following the October board meeting. Discussion was held on updating the previously proposed amounts of funds to be held within each reserve fund. Elsa will develop and bring resolutions for establishing the following 4 reserve funds to the December board meeting for review and approval: Audit fund, employee annual leave and sick leave fund, office closeout fund and office essentials fund.

Letter to Governor

9. *Eddie moved that Elsa email the Board a draft letter to the Governor on what effects a 15% reduction in state funding would have on the District, and that the board members would have a chance to comment on the letter before Elsa sends it to the Governor. Jim seconded. Motion passed.*

NRCS Report

Dick gave a brief report on NRCS activities. The West Palouse Team is heavily involved with CSP 2010 renewals. November 21 is the deadline for 2015 EQIP applications. There continue to be some staff changes. Kim Galland in the Ritzville office is leaving for a new position with NRCS in Portland, Oregon. Jeff Jones recently began work in the Davenport office. The temporary position held by Linda Mycek for a year is not being renewed for a second year but instead is going to be advertised as a permanent position.

Miscellaneous Items

Elsa noted that Jerry Robeson is close to being done with the task order work on CRP. The CRP task order ends in December. The other 2 task orders for CSP and EQIP do not expire until June 30th, 2015.

There was no update on the office rent.

The Board would like David to give an update on the Lincoln County Passive Rehydration project at a future board meeting and bring maps of the latest routes. David and Elsa met recently with Derek Sandison, Office of the Columbia River, and he is on board with the significant changes in water withdrawal point (Billy Clapp Lake instead of Lake Roosevelt at Lincoln) and the changes in the pipeline route and areas to recharge (up Crab Creek from Billy Clapp Lake instead of the headwaters of Lake Creek at Hwy 2).

Eddie requested the latest rainfall data at the December board meeting.

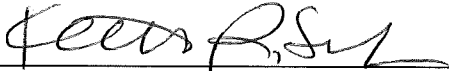
Public Comment

There was no public comment.

Chairman adjourned the meeting at 10:50 AM.

The next District Board Meeting will be held on Wednesday, December 10, at 8:30 AM at the NRCS/FSA Meeting Room.

Respectfully submitted,


Keith R. Schafer, Secretary


Dean White, Minute Taker

SUMMARY:

All 9 motions were reviewed:

- 1. M/S/P to authorize the manager to offer Ernie Rasmussen the bookkeeping/grant writing position, pending a background check and review of references.
- 2. M/S/P to approve the October 8 minutes as amended.
- 3. M/S/P to pay and approve vouchers #9279 to #9298, with no EFT's, totaling \$43,933.22.
- 4. M/S/P that the Lincoln County Conservation District Cenex credit card with a closing date of October 10, 2014 be approved. The total amount owed was \$384.77.
- 5. M/S/P to approve the Treasurer's report and the Grant's report as presented.
- 6. M/S/P to authorize up to 3 people including board members, the Manager, and/or other District staff, for travel and registration to attend the 2015 Direct Seed Conference in Kennewick.
- 7. M/S/P to authorize up to 2 people, including board members and the Manager, for travel and registration to attend the 2015 NACD Convention in New Orleans
- 8. M/S/P that District staff be authorized to leave the same time on Wednesday, November 26 that NRCS and FSA staff leave, with regard to any early release, and that District staff be given the day off on Friday, November 28, the day after Thanksgiving.
- 9. M/S/P that Elsa email the Board a draft letter to the Governor on what effects a 15% reduction in state funding would have on the District, and that the board members would have a chance to comment on the letter before Elsa sends it to the Governor.