



**Pend Oreille Conservation District
Regular Board Meeting MINUTES: 1/14/2021**

Meeting Start – 3:00 PM

In attendance via "GoToMeeting,": *George Stuiyenga, Board Supervisor – Chair; Randall Leestma, Board Supervisor; Mike Mumford, Board Supervisor; Alex Case-Cohen, Pend Oreille District Conservation District Manager; John Floyd, Board Supervisor; Kevin Bush, Board Supervisor; Mike Baden, Washington State Conservation Commission; Mike Lithgow, Kalispel Tribe of Indians Natural Resources Department; Mark Simpson, Natural Resource Conservation District; Jeff Schibel Lincoln County CD, WACD NE Area Representative; Ryan Baye WACD; Lisa Alkire, Alkire Collab; Dana Bowers, Stevens County Conservation District*

Official Action Items				
Motion	Motion made by:	Motioned seconded by:	Decision	By what date:
Motion to approve agenda and to take items out of order	John W. Floyd	Randall Leestma	Carried	N/A
Motion to approve all minutes: December 9 th , 10 th and 16 th .	John W. Floyd	Randall Leestma	Carried	N/A
Move to approve website with new format with the understanding that the website is under development.	Mike Mumford	John W. Floyd	Carried	N/A
Motion to work with Alkire Collab to maintain social media and website through fiscal year at proposed contract level. A contract will be signed at a future special meeting once a personal services contract has been obtained.	Kevin Bush	John W. Floyd	Carried	Before the next regular board meeting
Motion to proceed with the proposed education program. The proposal by Dana Bowers (SCCD) has been approved (Attachment E)	Kevin Bush	John W. Floyd	Carried	N/A
Motion to approve Resolution #1-14.1-21 requesting review by the health care authority to participate in the Washington State Insurance Plans.	Mike Mumford	John W. Floyd	Carried	N/A
Motion to approve submitted Treasurer's Report as recommended by the Treasurer.	Mike Mumford	Kevin Bush	Carried	N/A

Partner Reports

Jeff Schibel, Lincoln County CD Board Supervisor and NE Area WACD Representative

Looking for a representative for the NE Area since Mike's former position is vacant.

Mark Simpson, *Natural Resource Conservation Service*—

Working on WRP annual monitoring as well as other WRP stuff lately. Trying to get that done with time; starting application process for EQIP fairly soon. Mark continues to work on contract modifications, compatible use agreements as well as annual monitoring reports for on-site monitoring list. Currently, there is a big push from the national office to complete existing easements/complete restoration with a goal to complete restoration within 3 years of easement signing. At this time, new applications for WRP will be pushed off another year. Currently, NRCS is working on getting database together

Mike Baden, *Washington State Conservation Commission*—

Budget

As mentioned the budget was released. Overall, the Governor's proposal is pretty positive for the SCC and districts in both the operating and capital proposals. This, of course, is just the first step in a longer budget process that will continue through legislative session. The next revenue forecast is expected in March which will likely also inform the budget discussion.

Elections

It sounds like all is on track as far as your elections go. Alex gave a good summary of the status of the elections process including upcoming deadlines and tasks. Be aware of the candidate filing deadline as well as the ballot request deadlines as important upcoming steps. Alex also mentioned that the Notices for the Appointed position will be run in the paper over the next couple of weeks which is well ahead of schedule.

COVID-19/OPMA

We are continuing to try and keep on top of any changes around COVID-19 guidance in light of the latest proclamation as well as changes to the Open Public Meetings Act waivers as changes/extensions/etc come along. We'll continue to update our COVID-19 page with information that is relevant to CD operations.

Task Order Webinar

As mentioned we will be holding a task order overview webinar jointly with NRCS next Wednesday at 9AM. I have attached additional information and you can register at this link. Hope you can join us.

Hazard Mitigation Grant

I mentioned that we will be offering "Assessing Structure Ignition Potential from Wildfire" (ASIP) trainings later this spring. The date for the Northeast Area focused training is May 3-6, 2021, will be a virtual training, and is being hosted for us by the Spokane CD. This is a part of a FEMA grant we received and the trainings are being hosted by CDs in various areas of the state. District staff and partners will be able to take advantage of the trainings. Look for more info in the coming month or so. There are other fire-related trainings attached to this grant that will also be available so stay tuned.

District Business

It is always good to hear all that is happening. Hopefully my thoughts were, or will be, helpful as you look at the various contracting related items that you're working on. I'm happy to do my best to connect Alex with resources to help as much as possible. I thought there was some great discussion about the website and how to make it more user friendly and useful. I must say I continue to be encouraged by the forward-looking discussions at your meetings – always looking for ways to provide better service, be more visible, and make a difference!

Mike Mumford & Ryan Baye *Washington Association of Conservation Districts –*

WACD's board changed to a new meeting cycle; meetings will now be held monthly on the 3rd Monday of the month. Tom Salzer is working with different board members and staff, bringing forward a draft work plan so WACD has a focus during the year.

WACD is offering to send a supervisor from each district to the NACD annual conference, which will be held virtually from February 1st-10th.

Mike Lithgow, *Kalispel Tribe of Indians –*

VSP requires more members.

Continuing to work at Cusick Meadows. Lots of work to take place this summer. The Tribe plans to complete a NEPA for a Tribal Forest Protection Act Project, which includes lots of vegetation management, prescribed fire, and culvert replacements. The project will take place on the east side of river (Middle Creek to Idaho border and near Bead Lake)

The Tribe is the lead entity coordinator for the Salmon Recovery Funding Board, which allocates \$442,000 for fish passage removal. Species of significance include: Bull Trout and Westslope Cutthroat Trout. Currently, they are identifying sites to rank.

Dana Bowers is working with youth and education on tribal grounds.

If Tribe became Associate Supervisor, we will need to define roles clearly.

Old Business

Mike Mumford, *Purple Air Update –*

Mike replaced the device at POCD, though it currently is not working. He noticed peaks of poor air quality in the evening.

John W. Floyd & Mike Mumford, *Building Repair –*

Has received invoice from Priest River Glass, though we'll need 2 more before we make a decision. John will take the lead on the other 2 options. The current quote does not include window in current office, though we'd just have to replace that one pane.

Water leak on windows in Frontier. Looks like water from non-eaved section of building in siding.

Prevailing wage jobs; contractor must know that. Must submit the necessary paperwork. May or may not impact their quote. Will have help from Dean and MRSC representative. \$2500 limit on combined intent to pay prevailing wages (affidavit of wage paid). Taking responsibility for any prevailing wages.

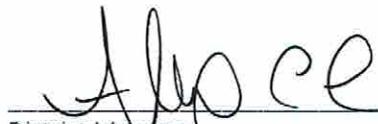
Filing intent – online affidavit – need to make sure contractor does that. Cannot break up project to artificially lower the price. No time limit, but can't try to get around it. Make sure contractor knows they have to.

John repaired the upstairs heating unit.

Meeting Adjourned: 5:55 PM

 6/16/2021

POCD Board Chairperson Date

 6/16/2021

District Manager Date



Pend Oreille Conservation District
Manager's Report
January 2021

OPERATIONS UPDATE

- **Applying for PEBB & PERS**— Candy and I have had some difficulties applying for benefits. The District needed to apply to be an Employer Group for the Public Employee Benefits Board (PEBB) Program's health insurance before I could become insured. The board must sign a resolution stating they approve this and I must submit additional documents to show the District's benefits history. After I submit the required documents, we may have to wait up to 60 days before I can apply for insurance. Candy has attempted to sign me up for the Public Employee Retirement System (PERS); however, she is experiencing some issues with the gap in manager employment; she's waiting for more administrative assistance before moving forward.
- **Building Repairs**— A representative from Priest River Glass met with John and Mike and gave an estimate for new windows. During the visit, they examined a leaky window in Frontier Title's office. They believe it may be linked to a water leak beneath the siding. The board must decide how to proceed with this issue.
- **2021 Annual Plan** — For our February board meeting, I request that you all review the FY2021 Annual Plan to see what all needs to be changed for our FY2022 Annual Plan. This document will be included in your board packet.
- **Washington Federal** — I just applied for a debit card with Washington Federal. Candy and I have decided to officially switch accounts at the beginning of February. This will ensure that all bills due in January are covered completely. I will still need to purchase checks and I'm looking at options through Costco.
- **Elections** — The mail-in election legal notice was published in the Newport Miner on December 16th and 23rd. I will need to submit the appointment legal notice; I plan to do so for January 20th and 27th. I will submit the EF-1 form to the Commission on Tuesday, January 12th. Mike must submit a PF-A form (Candidate Information for the Office Of Elected Supervisor) and Randy must submit an AF1 form (CD Appointed Supervisor Application) if you both wish to stay on the board. I will need to purchase a lock-box for eligible voters to drop off ballots and I will need to coordinate the mail-in election logistics. I will have more information by the February board meeting

PROGRAMS

1.) WSCC Implementation Funding Activity:

Dana Bowers will present a proposal to create a lesson plan that meets the requirements of the Orca/Salmon Recovery funds. She will also propose to develop an air quality program in Pend Oreille County Schools.

We continue to use Implementation funds as the primary funding source for district activities.

2.) WSCC Natural Resource Investments Funding Activity:

I will need to contact Beckmann, the CY2021 potential NRI project. It may also be worthwhile to explore other project types for the rest of the funds, like thinning or forest health management.

3.) WSCC Professional Engineering Funding Activity:

Nothing to report

4.) POC Voluntary Stewardship Implementation Funding Activity:

- The workgroup agreed to pay \$37,840 to White Bluffs Consulting and Anchor QEA, the consultants responsible for writing the VSP Work Plan, to complete the 5 Year Report. The workgroup will meet on Wednesday January 26th or Thursday January 27th to approve the completed VSP 5-year report, which is due on February 2nd, 2021.

- We are in communication with Adams Tractor concerning the purchase of a 72" Land Pride All-Purpose Seeder. We will need to purchase a trailer, as well. We hope to spend less than \$15,000 for both.
- I spoke with John Paul Driver and plan to utilize his No-Till Drill for many of the upcoming plantings that will need to take place this spring. I'm conducting another site visit with a local landowner in the Cusick area to see if he will qualify for cost share to direct-seed a poorly producing section of hay-ground.

5.) POPUD Erosion Control and Cottonwood Funding: The Carty Project has been approved by WDFW and POC's Community Development Department. They were reimbursed \$5,000 for completing their Erosion Control project.

- I spoke with Scott Jungblom about the 2021 projects to take place this year. He clarified that projects will only qualify for reimbursement if the eroding streambank has been categorized as having a moderate or high rate of erosion.
- We also agreed to clearly explain that reimbursement may occur up to 1 year after project completion. POPUD conducts one annual inventory/assessment of implemented projects in the fall. Since a project is not considered complete unless all tasks, including planting, take place, a project may will not be considered complete if planting must take place the following spring. planting takes place in the spring, this is due to the necessary rate of survival for trees and shrubs planted
- I have contacted all 2021 potential projects and have sent an updated list to Scott for the 2020 annual report.
- The District must review previously implemented projects and will begin monitoring 2018 projects this field season.
- I spoke with Oily Polasky with the POC Community Development on the Department's collaborative work with the District. He explained to me the process that streambank stabilization projects must go through with the County's permits. We will work closely together to ensure that no projects slip through the cracks. At this time, though, only 1 of the previous projects has applied for the necessary permits. I will work with these landowners in the coming months to ensure they follow the permitting process correctly.

6.) DoE's WQAIIP Grant with the POC Weed Board: The board approved the new MOA, though we are still awaiting the Weed Board's approval. Candy and I must work through EAGL to submit updated quarterly reports and potentially an annual report.

7.) Other DoE Grants: I've contacted two grant managers for two different programs for potential funding:

- The application for Water Quality Combined Funding grants for FY2023-26 are due in October. These grants could assist with more project implementation and technical assistance/administration for streambank stabilization projects
- Air Quality grants. I sent an email to Carrol Johnston with Ecology and I'm awaiting her reply.

FUTURE DATES

- January 26th/27th – VSP Work Group Meeting (virtual)
- February 2nd – VSP 5-Year Report Due
- February 14th – EF1 submission and Candidate Filing Deadline

District Manager _____



Date _____

2/10/2021