



Pend Oreille Conservation District
Board Meeting MINUTES:
 4/16/2024
Meeting Start at 4:00pm
at Camas Center for Community Wellness
1821 LeClerc Rd. N. Cusick, WA

In attendance at Camas Center: *Stephen Allen (POCD Education, Outreach and Administration Coordinator), Analyse Jett (POCD Administration Specialist), Mary Malone (POCD Executive Director), George Stuvenga (POCD Board Chair), Randy Leestma (POCD Board Treasurer), John W. Floyd (POCD Board Vice Chair), Mike Baden (Regional Manager, WSCC), Jon Paul Driver (POCD Supervisor), Mark Simpson (NRCS)*

In attendance via “Zoom,”: *Mike Mumford (POCD Board Supervisor), Thea Webster, Exbablyon), Robert Rosencrantz (POCD Commissioner), Edward Cabale(Sewell and Associates), Kayla Kassa (Osborne Consulting) Corey Brenner (POCD Riparian Specialist)*

Official Action Items				
Motion	Motion made by:	Motioned seconded by:	Decision	Attachment
Motion to approve agenda and take items out of order	Jon Paul	Randy Leestma	Carried	A
Motion to approve 3/19/24 meeting minutes and 3/29/24 special meeting minutes	Randy Leestma	Jon Paul Driver	Carried	B, C
Motion to approve Memorandum of Agreement with KNRD for RPPP			No Motion	E, F
Motion to approve Treasurers Report	Randy Leestma	Mike Mumford	Carried	H
Meeting Adjourned at 7:00PM				

Partner Reports

Thea Webster, Exbabylon-A network infrastructure upgrade has been completed. This included a server rack to include security for firewall and server. An invoice will be sent shortly as they are committed to staying on budget. Questions about double billing have occurred on past invoices as well as services that are not always being met. POCD is under the client's care of Thea, and we are to make sure that any issues with billing are directed to her. Issues consists of charges were being applied to devices no longer in services and assigned to employees no longer with the organization. We need billing to occur directly after the month of services so we can appropriate funds accordingly and in a timely fashion for POCD billing purposes. Monthly audits are being performed to ensure that all charges are correct. An update progress meeting will be scheduled for the near future.

Robert Rosencrantz, POCD Commissioner

No Report

Mark Simpson, NRCS- He has been acting as District Coordinator. All four active applications are in Stevens County and in the process of writing contracts. Mostly all the applications are for irrigation. Local NRCS offices are assisting dairy farmers in Stevens County with projects to keep them in accordance with DOE policies. Mark has been training new employees in the attentiveness to certifying and being landowners paid for projects. Local work group meeting for Northeast counties Ferry, Stevens County and Pend Oreille, facilitated by Stevens County and attended by Mary Malone. The emphasis at the meeting was irrigation, agriculture, and forestry. In the future, POCD can use future NRCS grant to get additional landowners participating. This work group meeting is held once yearly, every April. Northeast Washington team is seeking DC and required three eligible applicants to make a panel for interview and hire.

Mike Mumford, WACD- The board voted for the process to review COLAS. The board will review a budget proposal to include a merit raise of 3.5% for the board. Health insurance was discussed as an option. Riparian grant program (RPPP) discussed and was noted to be concluding June 30th. Commission meeting 5/17 in Pulman, WA for new employee vote.

John W. Floyd- WACD Area Director- Challenges with hiring and retaining qualified employees. WADE training and travel discussed. Turnout for Yakima

Old Business

Engineering Update-

Kayla- 10 bank stabilization projects. Waiting in the county for permits. Dates are being set soon for site visits. The team is currently waiting for permits to be approved and move through public comments and finalizing plans that will be built this year. Special provisions are also being created for Mary and Corey to approve. July-Sept is the window for work and the projects are being planned for August-Sept when the water level is low enough. The bids to contractors will

be going out next month (May) so that there is a fall start date. There is no concern that contractor will be able to be obtained for the projects.

Edward Abale (Sewell & Associates)- He is working with Kevin Akesson and he is working on a project in the design phase that consists of a retaining wall and bank stabilization for a property in Ione, WA, also known as Pelkie and Peroni. The updated design and plant set is being mapped and will be finalized by the end of this week. Late summer is the projected is proposed to start. The project estimate is \$180,000. All questions and concerns were addressed.

Building Update- *see attachment D.*

The GSA (General Services Agency) has renewed the contract for NRCS under a five-year contract. NRCS will not be able to rent the back-office space as anticipated for at least three years. The Create Arts District is not going to move forward with renting the upstairs location. USDA has reached out to Stephen to address funding for the roof repair. A contractor has suggested a new roof costing an estimate of \$18,000.00. There was discussion about repairs verses replacing the entire roof.

Meeting Break- 5:10-5:18, 8-minute break

New Business

Riparian Plant Propagation Program- *see attachment E, F*

This two-year agreement is for the 2024 Indian Creek Native Plant Nursery expansion. Corey Brenner of POCD spoke about this is continue running the plant nursery at the resource annex. The total funding includes \$24,000- \$12,000 materials- \$8,000 for payroll and 25% for overhead costs. Some wording on the memorandum was adjusted to specify that POCD has up to \$12,000 to procure supplies and materials for the nursery program. Alec McCall of Kalipsel Natural Resources Department is currently managing the nursery and working with Corey Brenner at POCD to have a more efficient nursery. KNRD has a pesticide license to provide pest control as necessary. Past agreements have included three bed, fencing, irrigation, flood table systems, soil and open access as needed. Intentions for this project thought the RPPP grant is to maintain and harvest plants every three years. In two years, the plants last year can be used in riparian projects as stock instead of current supply chain nurseries out of season. The board request further specification about access, management and control, irrigation infrastructure timeline, particularity through tribe authority, Ray.

- **Motion not made. A memorandum will be added to the agenda next month to address.**

POCD Annual Plan of Work- *see attachment G.*

The Executive Director, Mary Malone, has requested a workshop to brainstorm and view work plan. A proposed meeting availability

Envirothon- A video was played provided by John W. Floyd about Envirothon. A competition occurs every year at the state, regional and local levels for Envirothon. There are only four regional competitions in WA state a year. There are no representatives for Envirothon in Pend

Oreille County. John W. Floyd would like to further the outreach of POCD with Envirothon. Five students make up an Envirothon team and a teacher is needed to facilitate and encourage student participation. Stephen Allen discussed the priority of seeking teachers for forestry and Envirothon participation. The Learning Enrichment Center (LEC) is an opportunity for student participants.

Treasurer's Report for March – See attachment H.

Line of credit statement reviewed and confirmed to be at a \$0 balance. Confirmation that LOC can be used for employee salaries as needed. Grant tracking provided as detailed funds on all grants.

- **Motion to approve Treasurer report by Randy Leestma, seconded by Mike Mumford. Motion Carried**

Operations Report –Mary Malone, See Attachment I.

WSSC has informed districts about additional supplemental funding for Riparian not being funded until late May. NRCS grant statement of work approved. County Hazard Mitigation plan in progress and currently being worked on.

Several grant applications have been submitted. See report for more details.

POCD annual Tree Sale is Saturday 4/20 from 11-2pm. The new website is currently live and was shown to the board.

Meeting Adjourned: 7:00PM

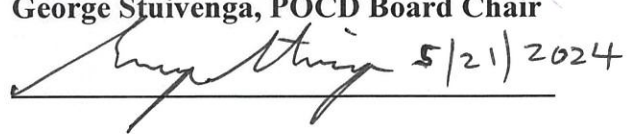
To Do List:

- **Call Linda Casella (CAD) about back-office rental.**
- **Contact Jamie Dilling of Cusick school district about homeschool Envirothon students.**

Mary Malone, Executive Director

 5/21/24

George Stuiivenga, POCD Board Chair

 5/21/2024