

**CASCADIA CONSERVATION DISTRICT  
SPECIAL DISTRICT & ANNUAL PLANNING MEETINGS  
Columbia Conference Room  
14 N Mission St.  
Wenatchee, WA 98801  
Friday March 17, 2016  
Noon**

MEMBERS PRESENT: Josh Koempel, Chair; Hal Hawley, Vice Chair; and Roger Wristen, Auditor.

MEMBERS ABSENT: Junell Wentz, Member; and Jim Bartelme, Member.

OTHERS PRESENT: Chris Wright, NRCS; Mike Baden, WSCC; and the following District staff: Peggy Entzel, Craig Gyselinck, Valerie Hampton, Mike Cushman, Jason Sims, Patrick Haggerty, Amanda Newell, Sandy Letzing and Nada Wentz.

Josh Koempel, Chair, opened the meeting at 12:37 p.m.

**CONSENT AGENDA**

Approve the Minutes of the February 16 Regular District meeting; approve the Treasurer's Report, and authorize paying bills.

M/S/C Hal moved and Roger seconded to approve the Consent Agenda. (Unanimous)

**NATURAL RESOURCES CONSERVATION SERVICE (NRCS) REPORT**

Chris gave a brief update on the Environmental Quality Incentives Program (EQIP) application deadlines and project plans. The final deadline for the Joint Chiefs application for the Chelan area is April 21. Chris asked to be put on the April meeting agenda to review the updated Cooperative Working Agreement (CWA) between NRCS and the District. He also asked for time to review the updated checklist and associated responsibilities for the Civil Rights & Equal Opportunity policy.

**WASHINGTON STATE CONSERVATION COMMISSION (WSCC) REPORT**

**Good Governance:** Mike Baden talked about the progress in the Good Governance changes. The Commission staff were directed to include performance measures to encourage districts interested in growth. Districts were asked to comment on the changes. Performance elements had the most comments. The Commission is taking a year to test it out, with several districts volunteering to go through the testing process. Cascadia is covering the compliance elements. It should be a painless process this year.

**Elections:** The election processing is almost done. The appointment confirmations will be sent to the districts in May.

**Budget:** Mike stressed the importance of having data continually updated in the Conservation Practice Data System (CPDS) to help support the need for project funding. The Commission uses this data to provide reports for legislators and others regarding unfunded work. Paying for fuel, lights, and software are real needs to keep districts operational and are legitimate uses of Implementation

funding. There is a lot of talk about new task orders for fire recovery and non-shellfish. We want to keep funding projects as long as we can.

## OLD BUSINESS

### **Conservation Commission Projects:**

**Fire Recovery Project Application:** Craig reported on a potential fire recovery project in Chelan. If the project is accepted, the Commission would pay 75% and the owner would pay 25%. The land is along the border between Chelan and Okanogan counties. The District has a working MOU with Okanogan Conservation District, so there won't be a problem working in both counties. Craig asked the Board to approve submitting an application.

M/S/C Hal moved and Roger seconded to approve submitting an application for the fire recovery project in Chelan. (Unanimous)

### **Entiat Watershed Projects:**

**County Partnership for Entiat Outreach Efforts:** Jason was approached by Mike Kaputa to partner with him to update a document about Entiat Watershed accomplishments. Mike wants to fund a consultant firm to work with the District on the design and content. Craig mentioned that this document might be useful for Voluntary Stewardship Program (VSP) outreach. The Entiat Action Team and the Entiat Watershed Planning Unit (EWPU) support a document that gives a recap of what has been accomplished. The challenge is how to make the document concise and easy to understand.

Board members suggested that the County writes a letter clarifying Jason as the lead coordinator for the Entiat Valley and for the project. The Board was asked to approve plans to work with the County on the document.

M/S/C Roger moved and Hal seconded to approve moving ahead with plans to work with the County on the updated Entiat document. (Unanimous)

**Wenatchee Watershed Projects:** Mike Cushman reported that he is exploring a Salmon Recovery Funding Board (SRFB) application for funds to remove a levee that is causing flood waters to wash through a landowner's property. The landowner is in support of the fish programs, but has issues with people trespassing on his property for recreation. Mike asked the Board for approval to submit an application to the SRFB for the Icicle area.

M/S/C Hal moved and Roger seconded to approve submittal of an application to the SRFB for the Icicle area levee project. (Unanimous)

## NEW BUSINESS

**Chelan County Interlocal Agreement and Work Orders:** The interlocal agreement between Chelan County and the District needs to be updated. The final agreement will be brought to the Board for signature.

The first two work orders under the agreement are for firewise outreach in the Chelan area and support for the "Keep Chelan Blue" campaign, which is a water monitoring program. Craig recommended a one-time only contribution of \$5,000. The scope of work has students sampling and

monitoring the water in Lake Chelan as part of their education. The Board was asked to approve the interlocal agreement with Chelan County, and the two work orders.

M/S/C Hal moved and Roger seconded to approve the Chelan County Interlocal Agreement, and work orders for the Firewise outreach and support for the Keep Chelan Blue campaign and monitoring program. (Unanimous)

**Chelan County Public Works Interlocal Agreement:** The previous agreement with Chelan County Public Works (CCPW) has expired. In addition to revegetation and restoration work on their projects, they are seeking District assistance with the flood control zone district, firewise outreach, and post fire flooding outreach. Mike Cushman wanted to put the information out to the Board and get their input on the flood area work. It would involve permits from the Washington Department of Fish and Wildlife (WDFW) to work on private land adjacent to county flood prevention projects in the drainages above town. District staff can identify gaps and start working with WDFW. The flood control district would mitigate a lot of the work. The District could assist the private landowners, get permits and assist with potential monitoring requirements.

M/S/C Hal moved and Roger seconded to approve an interlocal agreement with Chelan County Public Works for revegetation, restoration and other services. (Unanimous)

**Urban Fuels Reduction Project:** Patrick asked the Board for approval to submit an application to the Department of Ecology (DOE) for an urban fuels reduction project. Because landowners are not permitted to burn, the project would give landowners tools to get rid of fire hazardous debris. Work would include education and outreach as well as potential free dump days and programs for cul de sac areas. In conversations with landowners, the biggest barrier to fuels reduction is getting the loads down to the drop off area for chipping and composting. He was asked to put in a proposal for the Chelan and Chumstick areas.

M/S/C Hal moved and Roger seconded to approve submittal of an urban fuels reduction application to DOE. (Unanimous)

**Internal Audit:** Peggy asked the Board to set a date for the internal audit, or Schedule 22. Two Board members are needed to go through the audit with Valerie. Hal and Roger volunteered to attend.

**Payroll Audit:** Peggy recommended that Carol Cowling conduct the Payroll Audit for 2016. She has done this for us for several years. The Board agreed to have Carol do the Payroll Audit.

**Next Meeting:** The next meeting will be a Regular District Meeting in the Upstairs Conference Room on Thursday, April 20, 2017, at 3:30 p.m.

#### ANNUAL / LONG RANGE PLANNING SESSION

The Board and staff discussed the District's Long Range Plan and the 2017-2018 Annual Plan. Updates to both plans were needed due to changes in District funding sources and priorities. After a careful review, the Board approved the revisions. The final plans and budget will be adopted at the next meeting.

EXECUTIVE SESSION

At 2:26 p.m., the Board entered Executive Session for ten minutes to discuss three employee evaluations.

The Board resumed Regular Session at 2:36 p.m.

M/S/C Hal moved and Roger seconded to approve employee evaluations for Craig Gyselinck, Valerie Hampton and Nada Wentz. (Unanimous)

The meeting adjourned at 2:37 p.m.

**Summary of Official Actions:**

- Approved the Consent Agenda;
- Approved submitting an application for the fire recovery project in Chelan;
- Approved moving ahead with plans to work with the County on the updated Entiat document;
- Approved submittal of an application to the SRFB for the Icicle area levee project;
- Approved the Chelan County Interlocal Agreement, and work orders for the Firewise outreach and support for the Keep Chelan Blue campaign and monitoring program;
- Approved an interlocal agreement with Chelan County Public Works for revegetation, restoration and other services;
- Approved submittal of an urban fuels reduction application to DOE;
- Approved employee evaluations for Craig Gyselinck, Valerie Hampton and Nada Wentz.

CHAIR\_\_\_\_\_

OFFICE ASSISTANT\_\_\_\_\_