

**CASCADIA CONSERVATION DISTRICT  
SPECIAL DISTRICT & ANNUAL PLANNING MEETING  
Upstairs Conference Room  
14 N Mission St.  
Wenatchee, WA 98801  
Tuesday, March 19, 2019  
1:00 p.m.**

MEMBERS PRESENT: Josh Koempel, Chair; Junell Wentz, Vice Chair; Roger Wristen, Auditor; Jim Bartelme, Member; and Dillon Miller, Member.

OTHERS PRESENT: Mike Cooney, Mayor of Chelan, guest; Chris Wright, NRCS; and the following District staff: Peggy Entzel, Valerie Hampton, MarySutton Carruthers, Mike Cushman, Sandy Letzing, Amanda Newell, and Nada Wentz.

Junell Wentz, Vice Chair, called the meeting to order at 1:09 p.m.

**PUBLIC COMMENT**

Mike Cushman welcomed Mike Cooney, Mayor of Chelan, to the meeting. The group briefly discussed the potential purchase of Chelan Butte by the city of Chelan.

**Appointed and Elected Supervisor Position Updates:** Josh has applied for re-appointment to his position. Dillon Miller applied for the vacant position, formerly held by Rita. After a brief discussion with Dillon, the Board moved to appoint him.

M/S/C Jim moved and Roger seconded to appoint Dillon Miller to the vacant Supervisor position, with his duties to begin immediately. (Unanimous)

**CONSENT AGENDA**

Approve the Minutes of the February 19<sup>th</sup> Regular District Meeting, approve the Treasurer's Report, and authorize payment of bills.

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

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

The application deadline for the Environmental Quality Incentives Program (EQIP) is the end of April. The Local Work Group meeting has been set for April 22, 6 PM to 9 PM.

**DISTRICT ADMINISTRATOR'S REPORT**

**Banking:** The District is in the process of changing banks. While at Wells Fargo, Peggy was allowed to transfer money from one account to another at no charge and multiple staff had on-line, view-only access to the accounts. Numerica Credit Union charges a \$35.00 a month fee their online platform that would allow similar options. Account owners have full permissions, but there is no view-only option in the regular online access. They offered a discounted fee of \$15.00 a month for the platform. This would allow Valerie and Nada to view the accounts and statements, but not do

transactions. The Board felt that the fee is worth the time it would save Peggy. Numerica also approved a Line of Credit account for the District.

M/S/C Jim moved and Roger seconded to approve the online platform fee of \$15.00/month authorizing Peggy to transfer funds, and allowing Valerie and Nada to view the accounts. (Unanimous)

The District received a public disclosure request last week from American Transparency Group. Peggy responded to their request.

John was asked to testify at an air quality hearing in support of using burn boxes as an ecological and economical alternative to open burning.

## OLD BUSINESS

### **Conservation Commission Projects:**

**Implementation and Irrigation Efficiencies:** The Implementation grant is expected to run out by the end of April. The Irrigation Efficiencies funding is expected to last through June.

**Task Orders:** Task Order 12 was received for cultural resources work in Kittitas County.

### **Entiat Watershed Projects:**

**Middle Entiat Projects:** The Area E project will be constructed this summer. The Board briefly discussed the Area F project and their concerns about the contract language. The Board wishes to adhere to the District mission to assist landowners but not manage the land. Mike was asked to gather a few more details to bring to the next meeting.

**Program & Other Project Updates:** Staff gave brief reports on their program application progress.

**Voluntary Stewardship Program (VSP):** The next meeting is March 26. Staff have gone through District projects to create a baseline list of critical improvements made since 2011.

**Hazard Mitigation Plan:** The meeting scheduled for this month has been pushed back due to the number of districts involved in the process. The work is taking longer than anticipated. More information will be provided at the next Board meeting. The mitigation plan will go to the State for review. Board approval and signature will be needed once the plan is approved by the State.

### **Contracts & Agreements:**

**Cultural Resource Contracts:** The Board was asked to approve the following: 2019 Agreement for Professional Services & Work Order with Methow Conservancy for cultural resources assistance, and an agreement with Lake Chelan Trails Alliance for cultural resources assistance.

M/S/C Jim moved and Roger seconded to approve agreements with Methow Conservancy and Lake Chelan Trails Alliance for cultural resources assistance. (Unanimous)

**Request for Quotes:** Two projects need to be approved for advertising. The Entiat Aerial Imaging Project is for pre and post-project imagery conducted by drone. The Chelan Tree Canopy Assessment Project will gather information about canopy coverage in the Chelan area.

Staff asked that a Board member be available to award and sign the contracts as they come in, pending a Board member's review of both quotes.

M/S/C Jim moved and Dillon seconded to approve the request for quotes for the Entiat Aerial Imaging Project and the Chelan Tree Canopy Assessment Project. Roger was appointed to review and sign the documents. (Unanimous)

**Grant Applications:** There was a brief discussion about the applications currently in progress.

**Resolution 2019 – 2, Bureau of Reclamation Grant:** The Bureau of Reclamation (BOR) requires a resolution by the Board authorizing the grant application. The discussion continued at the end of the Annual Planning meeting.

## NEW BUSINESS

**Review RCW 89.08:** The Board reviewed the duties of a supervisor for conservation districts under Washington State law.

**Review 2019 Conservation Accountability & Performance Program (CAPP):** The Board reviewed the compliance standards required by the Conservation Commission to be eligible for Commission funding.

**Next Meeting:** The Regular District Meeting will begin at 3:30 pm on Tuesday, April 16, 2019 in the Upstairs Conference Room.

The Board and staff took a ten minute break before going into the Annual Planning meeting. Josh Koempel chaired the Annual Planning portion of the meeting.

## ANNUAL PLANNING MEETING

The Board and staff reviewed the 2018 Annual Plan and discussed what the changes should be made for the coming year. Staff suggested edits for the plan, and the draft will be reviewed for approval at the April Board meeting.

One of the changes agreed upon was to discontinue the annual native plant sale. There is not enough staff time to cover all the details associated with the sale. The District will seek other partners to carry out the program.

**Resolution 2019 – 2, Bureau of Reclamation Grant, continued:** The Board reviewed and approved the resolution, and authorized the District Administrator and staff to prepare, sign and submit the application.

M/S/C Jim moved and Roger seconded to approve Resolution 2019 - 2, Bureau of Reclamation Grant. (Unanimous)

The meeting adjourned at 3:49 p.m.

**Summary of Official Actions:**

Appointed Dillon Miller to the vacant Supervisor position, with his duties to begin immediately;  
Approved the Consent Agenda;  
Approved the online platform fee of \$15.00/month authorizing Peggy to transfer funds, and allowing Valerie and Nada to view the accounts;  
Approved agreements with Methow Conservancy and Lake Chelan Trails Alliance for cultural resources assistance;  
Approved the request for quotes for the Entiat Aerial Imaging Project and the Chelan Tree Canopy Assessment Project. Roger was appointed to review and sign the documents;  
Approved Resolution 2019 - 2, Bureau of Reclamation Grant.

CHAIR\_\_\_\_\_

VICE CHAIR\_\_\_\_\_

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