

SPECIAL DISTRICT & ANNUAL PLANNING MEETINGS
Columbia Conference Room
14 N Mission St.
Wenatchee, WA 98801
Friday March 23, 2018
12:30 p.m.

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

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

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

Josh called the meeting to order at 12:41 p.m.

CONSENT AGENDA

Approve the Minutes of the February 15th, Regular District Meeting; approve the Treasurer's Report, and authorize payment of bills.

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

CORRESPONDENCE

Carol Cowling conducted the District payroll audit for 2017 and sent a letter reporting that the payroll records are good.

The District received information from the Commission regarding the new Good Governance checklist. Peggy said that there will be one item noted this year. The requirements for the timing of the appointed supervisor advertisements were not met. Ads were placed that began 15 days prior to the March 31 deadline to apply. The manual indicates that advertising should be conducted for "several weeks" before the application deadline, but there is a note on that section of the reporting form that indicates the period should be at least one month. In addition to the required print advertising, the information has been discussed at several public meetings and has been available on the District web site since November 2017. The District will send a letter to the Commission explaining what happened, and requesting that the deadline be more clearly defined in the election guidelines rather than just on the form used to report the completed activities.

NATURAL RESOURCES CONSERVATION SERVICE (NRCS) REPORT

The final Environmental Quality Incentives Program (EQIP) application deadline was March 16. There wasn't a lot of interest in Chelan County. A chipping program was made available late in the season, but there wasn't much time for participation.

There are potential task orders for the District to assist NRCS with forestry and chipping program outreach in the near future.

OLD BUSINESS

Conservation Commission Projects:

Implementation (IM) Grant: Implementation work is ongoing. The funds will be expended by the end of April or early in May.

Irrigation Efficiency (IE) Grant: Additional funds were added to this grant. Mike and Jon Culp are looking at efficiency alternatives for irrigators, and will work to better identify the needs at the upcoming policy meeting with Conservation Commission.

Cultural Resources Task Orders: Task orders for cultural resource work are ongoing. Peggy asked the Board to approve Task Order #6 for about \$18,000.

M/S/C Hal moved and Roger seconded to approve Cultural Resources Task Order #6. (Unanimous)

Entiat Watershed Projects: The permitting process for the habitat work remains active. A public meeting is planned to discuss the projects to be constructed.

Other Projects & Programs:

Firewise Updates: The spring chipping program and Firewise assessments begin soon. A joint meeting of the Firewise Communities will be held to discuss events and what treatments are working.

Drinking Water Partnership Project (DWPP): The DWPP partner agencies are meeting on April 10 to discuss the upcoming work in the region. They will meet in Wenatchee the first half of the day, and in Cashmere the second half of the day.

Icicle Work Group: The Chelan County Department of Natural Resources is looking to find a facilitator for the meetings.

The Icicle Peshastin Irrigation District (IPID) has declared a state of emergency for the Eightmile Lake irrigation dam due to potential increases in runoff from the Jack Creek fire burn area. The IPID is looking to rebuild the dam this summer.

There is an effort to install weather stations for a warning system. Chelan County is also considering an emergency declaration, as well as working with the Forest Service and Emergency Management to set short and long term emergency plans. A public meeting is expected to provide more information on the status and the response process.

Appointed & Elected Supervisor Positions & Action as Needed: Hal Hawley submitted a letter of resignation from the Board, effective at the end of the May meeting. The Board needs to determine the skills and qualifications needed to fill the position and advertise for applicants. Any candidate interviews need to take place at a public meeting. After a vote of the Board, the selected individual would take office immediately, or after Hal's term ends if the selection is made before the May meeting. Valerie and the Board discussed the options available and requirements to be met to fill the position. They directed her to begin advertising and set a deadline prior to the May meeting.

Staffing Plan Update: The Board and staff discussed workloads, funding resources, the qualifications necessary, and if there is a need to fill a position. They agreed that it is best to wait for

the results from the pending grant applications, and then make a decision according to the District needs at that time.

USFS / CCD Joint Venture Agreement (JVA) Contract Modifications: Karl Polivka, from the US Forest Service, would like to modify the JVA agreement to add funds and continue the fish study work as well as the moth study for forest health.

M/S/C Hal moved and Roger seconded to approve the USFS / CCD JVA Agreement Contract Modifications to continue the fish and moth studies. (Unanimous)

USFS / CCD Drinking Water Partnership Project (DWPP) Agreement Modification: MarySutton discussed the DWPP agreement modifications with the Board. The Forest Service wants to add the next phase of work and funding to the existing agreement. The Board was asked to approve the modifications and to sign the agreement when the document is received.

M/S/C Hal moved and Roger seconded to approve the Drinking Water Partnership Project agreement modifications. (Unanimous)

NEW BUSINESS

NCW Area Association Annual Meeting: The District will be hosting the Area Meeting in October this year. The date and meeting location are yet to be determined.

Fire & Forest Health Policy Workshop: The workshop date is April 18. Mike and Patrick plan to attend.

All District Policy Meeting: The All District Policy Meeting will be held in Ellensburg on April 25 & 26. Peggy, Mike and Roger plan to attend.

Schedule 22 Audit: Peggy asked if Junell, Jim or Hal would be available to conduct this internal audit for the district. Hal volunteered and asked that the time be set for later in the morning or early in the afternoon. Peggy will call him when the date and time are set.

Next Meeting: The next meeting will be Regular District Meeting in the Upstairs Conference Room, on Thursday, April 19 at 3:30 p.m.

The group took a ten minute break, from 1:40 p.m. to 1:50 p.m.

ANNUAL / LONG RANGE PLANNING SESSION

The Board and staff discussed resource concerns and which concerns the Board feels the District should focus on. Tracking phone calls and website questions is one tool staff can use to internally evaluate District work. Aligning Board Members to resource concerns in their expertise would help staff to know who to ask about specific topics.

Forest health has been a stronger program. The group talked about adding noxious weeds, invasive species and pest programs to the Annual and Long Range plans. Water resources is another program for consideration.

The District is 80 years old this year. A brief discussion led to a suggestion for an Open House to celebrate. Staff will bring ideas to the Board at a later meeting.

The draft Annual Plan will be ready to review at the April meeting. The final plans and budget will be adopted at the May meeting.

EXECUTIVE SESSION

At 3:27 p.m., the Board entered Executive Session for three minutes to discuss an employee evaluation.

The Board resumed Regular Session at 3:30 p.m.

M/S/C Hal moved and Roger seconded to approve the employee evaluation for Valerie Hampton.
(Unanimous)

The meeting adjourned at 3:31 p.m.

Summary of Official Actions:

Approved the Consent Agenda;

Approved Cultural Resources Task Order #6;

Approved the USFS / CCD JVA Agreement Contract Modifications to continue the fish and moth studies;

Approved the Drinking Water Partnership Project agreement modifications;

Approved the employee evaluation for Valerie Hampton.

CHAIR_____

OFFICE ASSISTANT_____