

**CASCADIA CONSERVATION DISTRICT
REGULAR DISTRICT MEETING
Zoom Meeting ID: 987 6961 1557
14 N Mission St.
Wenatchee, WA 98801
Friday, December 16, 2022**

MEMBERS PRESENT: Junell Wentz, Chair; Dillon Miller, Vice Chair; M. Pete Teigen, member; and Kurt Hosman, Member.

MEMBERS ABSENT: Amy Bridges, Auditor.

OTHERS PRESENT: Jeff Paulson, NRCS; and the following District staff: Ryan Williams, Valerie Hampton, Lucas Lachica, and Nada Wentz. Attendees were present in person and via Zoom.

Junell Wentz, Chair, called the meeting to order at 1:34 p.m.

PUBLIC COMMENT – None

Consent Agenda: Approve the November 18, 2022, Regular District Meeting minutes and the November 29, 2022, Special District Meeting minutes, approve the November Treasurer’s Report and authorize payment of bills.

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

CORRESPONDENCE: None

NATURAL RESOURCES CONSERVATION SERVICE (NRCS) REPORT: Jeff Paulson

Jeff reported on applications for several of the NRCS programs. The Environmental Quality Incentive Program (EQIP) had a record number of applications for Chelan County. Ten of the Regional Conservation Partnership Program (RCPP) applications were approved. Joe is getting the reports and data back to Jeff.

The Waterville office renovations had a minor setback with unexpected flooding in newly remodeled areas. They are currently cleaning up the damage. Customers have been asking about access to the NRCS and FSA offices in Wenatchee. Doors to the building and both offices will be locked for security reasons. A bell has been set up at the door to let folks inside the building know a customer has arrived.

The District should contact Sarah Troutman or Frank Curtin for any Task Orders that may be needed. Frank will be available as of January 17, 2023.

WASHINGTON STATE CONSERVATION COMMISSION (WSCC): None

STAFF REPORT: Lucas Lachica

Lucas thanked the Board for hiring him. He gave a brief background of where he’s worked in the past and what that work entailed. His work at the District is evolving from field work to office tasks

for the winter, and he's currently working on ARC GIS mapping technology. He is also preparing for the next season's needs such as organizing the pesticide and fuels cabinets, as well as obtaining a public operator's license to handle them. He is looking for other certifications that would serve as an asset to District programs.

Grant Contract and Cost Share Payment Reviews:

The City of Wenatchee contacted Ryan about an interlocal agreement for cultural resources, outreach and technical assistance work, with a duration of five years.

The Warman cost share project for a water system upgrade is finished, and approval to pay the cost share portion is requested.

M/S/C Dillon moved and Pete seconded to approve the interlocal agreement with the City of Wenatchee and payment of the Warman cost share. (Unanimous)

Other Business:

IT Services: After a final review of the three quotes Ryan received, he and Amy chose Sherpas from Leavenworth as the new IT service. They have already begun the migration and set up of computer service and maintenance.

Office Space: Ryan discussed his findings of the available alternative office & storage spaces. The discussion included what office space is needed, optional storage space for equipment and tools, parking space and workshop space for equipment maintenance. The Board had a few suggestions regarding storage, and asked Ryan check into those areas and report his findings at the January meeting. The Board expects to make a decision at that time.

Leave Extension: Since the District is switching to a new accounting system, Valerie's assistance is needed to help prepare for the transition, and the required time does not allow for her to use her remaining excess annual leave before the end of the year. The Board was asked to extend her time to use the leave.

M/S/C Pete moved and Dillon seconded to approve extending the time for Val to use any Annual Leave above the one year cap amount as of December 31 to March 2023. (Unanimous)

Annual Budget: Ryan provided a funding sources budget spreadsheet for discussion with the Board. He plans to give the Board a breakdown of where the funding balances stand each quarter.

M/S/C Kurt moved and Dillon seconded to approve the Budget for 2023. (Unanimous)

2023 Cost of Living Adjustment (COLA): After a brief review and comparison of the 2023 Consumer Price Index (CPI) and the Personal Consumption Expenditures Price Index (PCE), the Board decided on a 7.7% cost of living increase for all staff positions.

M/S/C Kurt moved and Pete seconded to approve a 7.7% cost of living wage increase for 2023. (Unanimous)

Election Resolution for 2023: Valerie recommended holding the supervisor election on March 22 at Pybus Market, from noon to 6 p.m. The election filing deadline for candidates is February 16, 2023, no later than 5:00 p.m. The absentee ballot request deadline is also February 16 at 5:00 p.m.

Junell's term is up for re-election. There are no appointments for 2023.

M/S/C Pete moved and Kurt seconded to adopt Resolution 2022-7, 2023 Supervisor Election to be held on March 22, 2023 from 12:00 p.m. to 6:00 p.m. at the Pybus Public Market. (Unanimous)

Staff Change: There is sufficient work available for Kirk to go to full time, 40 hours per week. Ryan recommended the change and requested Board approval.

M/S/C Pete moved and Kurt seconded to approve Kirk moving to full time. (Unanimous)

Executive Director's Report: No report given, as Junell & Pete needed to leave at 4:30 p.m.

January 2023 Meeting Date and Agenda: The next Regular meeting is January 20, 2023, at 1:30 p.m.

Board Member Comments & Open Discussion: None

The Regular District Meeting adjourned at 4:41 p.m.

Summary of Official Actions:

Approved the Consent Agenda;

Approved the interlocal agreement with the City of Wenatchee and payment of the Warman cost share;

Approved extending the time for Val to use any Annual Leave above the one year cap amount as of December 31 to March 2023;

Approved the Budget for 2023;

Approved a 7.7% cost of living wage increase for 2023;

Approved adopt Resolution 2022-7, 2023 Supervisor Election to be held on March 22, 2023 from 12:00 p.m. to 6:00 p.m. at the Pybus Public Market;

Approved Kirk moving to full time.

CHAIR_____

OFFICE ASSISTANT_____