



**Pend Oreille Conservation District**  
**Board Meeting MINUTES:**  
 5/21/2024  
**Meeting Start at 4:00pm**  
**at Pend Oreille Public Utility District**  
**Newport, WA 99156**

**In attendance at :** **Stephen Allen** (*POCD Education, Outreach and Administration Coordinator*), **Analyse Jett** (*POCD Administration Specialist*), **Mary Malone** (*POCD Executive Director*), **George Stuivenga** (*POCD Board Chair*), **Randy Leestma** (*Private Citizen/Former POCD Board Treasurer*), **John W. Floyd** (*POCD Board Vice Chair*), **Mike Mumford** (*POCD Board Supervisor*), **Jon Paul Driver** (*POCD Board Supervisor*), **Denise Stuivenga** (*POCD Supervisor*), **Corey Brenner** (*POCD Interim Riparian Coordinator*), **Robert Rosencrantz** (*POCD Commissioner*), **Ray Entz** (*KNRD*), **Tanner Wallace** (*Cusick School District Agriculture Teacher*)

**In attendance via “Zoom,”:** **Kevin Akesson** (*James A. Sewell & Associates*), **Paul Tappel** (*Engineer for FFFPP*), **Amanda Cullin** (*POCD Agriculture Specialist*)

<b>Official Action Items</b>				
<b>Motion</b>	<b>Motion made by:</b>	<b>Motioned seconded by:</b>	<b>Decision</b>	<b>Attachment</b>
Motion to approve agenda and take items out of order	Jon Paul Driver	Mike Mumford	<b>Carried</b>	A
Motion to approve 4/16/24 meeting minutes and 5/7/24 special meeting minutes	Jon Paul Driver	Denise Stuivenga	<b>Carried</b>	B&C
Motion to table the revised Riparian Plant Propagation Program MOA	Mike Mumford	Jon Paul Driver	<b>Carried</b>	D
Motion to approve Helm FFFPP contractor	Jon Paul Driver	Denise Stuivenga	<b>Carried</b>	F
Motion to approve NRCS grant agreement	Jon Paul Driver	Mike Mumford	<b>Carried</b>	G
Motion to approve FY25 Annual Plan	Jon Paul Driver	Mike Mumford	<b>Carried</b>	J

Motion to approve VSP cost share agreement	Jon Paul Driver	Mike Mumford	<b>Carried</b>	K
Motion to approve April Treasurer's Report	Jon Paul Driver	Denise Stuivenga	<b>Carried</b>	L
Motion to approve continued talks with Create and to create committee for building mural	Jon Paul Driver	Denise Stuivenga	<b>Carried</b>	
<b>Meeting Adjourned at 6:46 PM</b>				

### **Partner Reports**

#### **Robert Rosencrantz, POCD Commissioner**

Robert updated the board that there are 10 gates that regulate the flow of water for the reservoir that are under inspection at Albani Falls. The Army Corp of Engineers are currently working on a plan to replace the current gates. As a result of the eroding and required maintenance of the gates, the water flows from Albani Falls can be unreliable and inconsistent due to the results and findings that each of the gates need repair and/or replacement. The repair and update needed will take 5-20 years. Conservation efforts and bank stabilization can be highly impacted as this is a pending issue for the county and landowners affected. The gates will be replaced to mitigate the risk of any impact the dam and river can have if the water level is not controlled or maintained properly.

#### **John W. Floyd, WACD partner**

John reported that the last WACD meeting discussion gave insight into budgeting and profit analysis with WACD Plant Material Center.

#### **Mike Mumford, WACD**

An update from WACD meeting for April was that there are new engineering clusters, currently 9 clusters that receive funding. The WACD operation plan was discussed, and appointment of supervisors was confirmed.

#### **Tanner Wallace, new Agriculture teacher in Cusick, WA**

Tanner is looking for opportunities for Cusick school district students and attended the meeting to inquire about future events and collaboration with POCD education outreach.

### **Old Business**

#### *Action Item: Revised Riparian Plant Propagation Program MOA- Attachment D*

Ray from Kalispel Tribe attended the meeting to represent the Tribe nursery MOA. There were updates made to the financials and liability of the nursery in the proposed MOA. Additionally, suggestions and questions over the insurance for the MOA and defining who the contractor is for the project were discussed. POCD requests further changes need to be made

with clarifying liability, insurance and providing a certificate of insurance for each party. The MOA will be edited, the Kalispel Tribe will provide certificates, and this will be revisited at the next meeting. This MOA is tabled for further decision until the next meeting.

- ❖ **Motioned to table the Kalispel MOA made by Mike Mumford and seconded by Jon Paul Driver. Motion Carried.**

Pelkie/Peroni Update

Kevin Akesson , representing James A. Sewell, discussed the design for the Pelkie/Peroni Update. The design has to be readjusted to add a retaining wall and additional bank stabilization riparian planting. Further approval needed from homeowners to continue permitting as the design has to remove the walkway.

*Action Item: NRCS Grant & Cooperative Agreement- see Attachment G*

Equity and Outreach for regenerative agriculture grant approved in October 2023. Statements of work and grant budget and task orientation have been worked on the past few months. For a three-year period, Pacific institute is providing curriculum for children and teachers for workshops, field trips and educational opportunities. One workshop per year will be conducted under this grant with the first one occurring in August 2024. The funding will occur at the end of May 2024 with total funds awarded \$461,408.11. Funding will be distributed under Technical Assistance, Outreach and Education and Outreach.

- ❖ **Motion to Approve NRCS grant agreement made by Jon Paul Driver and seconded by Mike Mumford. Motion Carried**

*Action Item: Helm Family Forest Fish Passage Project Contractor Approval- see Attachment F*

A current update on the Helm Project with guest Paul Tappel. Corey Brenner reported that the precast concrete for footing and bridge super structure has been procured. Two contractors currently bid to complete work- one from Paradigm and

Approval for bid to continue project with Paradigm Industries.

- ❖ **Motion to approve Paradigm contractor by Jon Paul Driver and seconded by Denise Stuvenga. Motion Carried**

**Break- 5:25-5:39**

### **Staff Schedule Policy**

In consultation with the Board, the POCD personnel policy will be updated to reflect the compressed work schedule as an option, requested by employees and by approval of the Executive Director.

## **Line of Credit Update**

The Line of Credit account was used for payroll and district office bills for 4/15-5/15 totaling \$5747.60 and will be paid back with implementation funds that are granted in July 2024. *Action Item: FY25 Annual Plan of Work Approval- Attachment J*

The Fiscal year budget has been finalized and recommendation is to pass the annual plan of work.

- ❖ **Motion to approve FY25 Annual Plan by Jon Paul Driver and seconded by Mike Mumford. Motion Carried.**

## **New Business**

*Action Item: VSP Cost-share Agreement for Kathy Verdin- see Attachment K*

The Kathy Verdin project has been approved by the VSP work group as a funded cost-share project. This landowner project will consist of fencing along a stream and wetland to prevent the animals access to the steam and prevent manure from entering stream.

- ❖ **Motion to Approve Kathy Verdin project made by Jon Paul Driver and seconded by Mike Mumford. Motion Carried.**

POCD Treasurers Departure/Welcome new Board Member-

Randy Leestma is withdrawing from POCD treasurer as he reaches the end of his appointed term. Randy was recognized for his long-standing service of 20 years on the Board of Directors as a reliable and contributing member whom made an impact on the growth of the Conservation District. He will be replaced by Denise Stuiwenga, who was appointed by the WSCC. Denise was present as the new Board member.

**Treasurer's Report for** – *See attachment L*

- ❖ **Motion to approve Treasurer's Report made by Jon Paul Driver and seconded by Denise Stuiwenga. Motion Carried.**

*Action Item: Creative Arts District Mural*

POCD has been approached by Creative Arts District about applying an approved mural to the district office building though a grant they received. The mural will require the building paint to be refinished.

- ❖ **Motion to approve further discussion and approval to create a committee for a building mural by Creative Arts District, made by Mike Mumford and Jon Paul Driver. Motion Carried.**

**Operations Report** –*Mary Malone, See Attachment M*

**Meeting Adjourned: 6:46PM**

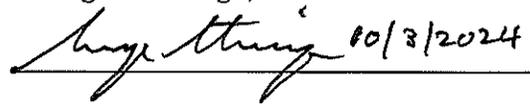
**To Do List:**

- **Add John W. Floyd for WACD update, continue with Mike for partner report**
- **F/U with Ilene from Bead Lake regarding reimbursement for FY24**

**Mary Malone, Executive Director**

A handwritten signature in cursive script, appearing to read "Mary Malone", written over a horizontal line.

**George Stuiivenga, POCD Board Chair**

A handwritten signature in cursive script, appearing to read "George Stuiivenga", followed by the date "10/3/2024", written over a horizontal line.