



Pend Oreille Conservation District
Board Meeting MINUTES:
 12/16/2025
3:00pm-4:15pm
Public Utility District (PUD)
130 N Washington Ave Newport WA 99156
Or join us
<https://zoom.us/j/92588403372>

In attendance at: *Mary Malone (POCD Executive Director), Stephen Allen (POCD Communications Manager), Analyse Jett (POCD Administration Coordinator), John W. Floyd (POCD Board Supervisor), George Stuivenga (POCD Board Vice Chair), Robert Rosencranz (POC Commissioner), Russ Fick (POCD Board Supervisor), Loretta Nichols (POCWB), Corey Brenner (POCD Riparian Program Manager), Dominic Casolari (POCD Agriculture Program Coordinator), Mike Mumford (POCD Board Chair), Mike Lithgow (Director of Policy and Outreach KNRD), Mark Simpson (NRCS), Robert Rosencranz (POC Commissioner)*

In attendance via “Zoom,”: *Corey Brenner (POCD Riparian Program Manager), Steve Harris (WA DNR)*

Meeting Start 3:00pm

Official Action Items				
Motion	Motion made by:	Motioned seconded by:	Decision	Attachment
Motion to approve agenda and take items out of order	George Stuivenga	John W. Floyd	Carried	A
Motion to approve regular Board meeting minutes for October Board Meeting	George Stuivenga	Russ Fick	Carried	B
Motion to approve Special Board meeting mins	George Stuivenga	John W. Floyd	Carried	C
Action Item: Elections- Hybrid, March 7 th at Camas Center- resolution	George Stuivenga	Russ Fick	Carried	G, I

Action Item: Legal ads for appointed and elected position	George Stuivenga	Russ Fick	Carried	F, H
Action Item: VSP project proposals	George Stuivenga	John W. Floyd	Carried	J, K
Action Item: Electronic signature policy	George Stuivenga	John W. Floyd	Carried	L
Action Item: RCO Resolution	George Stuivenga	Russ Fick	Carried	M
Action Item: RGP Amendment	Russ Fick	George Stuivenga	Carried	N
Action Item: Executive Director Salary- exempt increase	George Stuivenga	Russ Fick	Carried	O
Action Item: WaFd Business account, updating authorized signers as listed and corrected	George Stuivenga	Russ Fick	Carried	P
Action Item: Roof Repair			Tabled	
Motion to approve Treasurer's Reports for November 2025- John W. Floyd Abstained	George Stuivenga	Russ Fick	Carried	
Meeting Adjourned at 4:24PM				

Operations Report –Mary Malone, *See Attachment C*

Treasurer's Report for November 2025

Motion to approve treasurers report for November 2025 approved by George Stuivenga and seconded by Russ Fick. Motion carried. John W. Floyd abstained.

New Business

Action Item: Elections- see attachment G, I

Hybrid or Mail-in discussed for election.

An ad must be run within a week once the board approves. Location and timing discussed. For convenience, cost and accessibility, Hybrid was decided.

Motion to approve Hybrid election and that the election date be set for March 7th at the Camas Center Clinic. Motion made by George Stuvenga and seconded by Russ Fick. Motion carried.

Action Item: Legal Ads for Elected/Appointed positions- see attachment F, H

Motion to approve legal ads approved by George Stuvenga and seconded by Russ Fick. Motion carried.

Action Item: VSP Project Proposal- Echo Valley Ranch- see attachment J, K

POCD total funding- \$24, 767.63
Cusick Meadows- project with Kalispel
POCD funding- \$4305.47
Using the remainder of the VSP project funding.

Motion to approve Echo Valley Ranch project approved by George Stuvenga and seconded by John W. Floyd. Motion carried.

Action Item: Electronic Signature Policy- see attachment L

Motion to approve Electronic Signature policy approved by George Stuvenga and seconded by John W. Floyd. Motion carried.

Action Item: RCO Resolution- see attachment M

Motion to approve RCO Resolution made by George Stuvenga and seconded by Russ Fick. Motion carried.

Action Item: RGP Amendment- see attachment N

**Motion to approve RGP
Amendment made by Russ Fick
and seconded by George
Stuivenga. Motion carried.**

Action Item: Executive Director Salary- see attachment O

New WA state law for all exempt employees, effective 1/1/2026- minimum salary is \$80,100.
Discussion and request to keep Mary as exempt based on overtime calculations.

**Motion to approve increase to
Executive Director salary, start
1/1/2026 approved by George
Stuivenga and seconded by Russ
Fick. Motion carried.**

Action Item: WaFd Updated authorized Signature Form- see attachment P

Updating WaFd bank form to current board members

{EDITED}

WaFd Bank- Business Account, Authorized Signers

Add:

**Mary Malone- Executive Director
Stephen Allen – Communications Manager
Analyse Jett- Administrative Coordinator
George Stuivenga- Board Vice Chair
John. W. Floyd- Board Supervisor
Michael Mumford- Board Chair
Jon Paul Driver- Board Supervisor
Russell Fick- Board Supervisor**

Remove:

**Randy Leestma
Candice Roman**

**Motion to approve updated bank
authorized signature form
approved by George Stuivenga
and seconded by Russ Fick.
Motion Carried.**

Action Item: Roof Repair

**Item was tabled for decision.
Discussion about seeking
professional appraisal or being
able to source out repairs
concluded that the office would
generate proposals and future
special meeting would take place.**

Partner Reports

Mike Lithgow, KNRD

Skookum Creek project design being finished for work in 2026 with POCD. Flume Creek project design has been finished. Salmon recovery board funded projects, another stream project, lands council on ruby creek, trapping and collaring grizzly bears in Harvey creek and Sullivan lake. There is only 1 bear in Selkirk area it is grizzly bear habitat but there is not collared ones.

2 year Bank stabilization on reservation complete with full seed planting.

Robert Rosencranz- POC Commissioner

John W. Floyd, WACD partner

Mark Simpson, NRCS

Derek currently on leave. Mark is acting District conservationist until the end of January 2026. 3 people on the NE Washington team currently. Alex who is counterpart in county is on leave. 45 day furlough caused deadline to move from October to January.

Mark discussed cost share funding on Deer Lake and Boundary Dam available for thinning pruning and prescribed fire projects, Grass seeding and reforestation project availability as well. Staffing update- Dayton Allemand is forester who covers POC now

To Do:

Work with Loretta on training program for Heather

Add Steve from DNR to email list

Meeting Adjourned: 4:24PM

Mary Malone, Executive Director



Mike Mumford, POCD Board Chair


