

# Walla Walla County Conservation

## District Oct. 2018 Board Meeting

Date: October 9<sup>th</sup>, 2018      Time: 5:00 p.m.      Place: District Conference Room

**Presiding Officer:** Pat McConnell

**Supervisors Present:** Pat McConnell, Jeff Schulke, Ed Chvatal (via phone) and Associate Mike Hagerman

**Supervisors Absent:** Todd Kimball, Jim Kent, Associates Annie Byerley and Nick Plucker

**Representatives of Other Agencies:** Ed Teel, NRCS

**Also present:** Renee Hadley, Eric Rannestad, and Audrey Ahmann

***The meeting was called to order at 5:00 p.m. by Pat McConnell.***

**Minutes:** The Board reviewed the Sept. minutes. **Motion by Jeff Schulke and second by Ed Chvatal to approve the minutes as presented, motion passed.**

**Financial Report:** The board reviewed the October Financial Report. **Motion by Jeff Schulke and second by Ed Chvatal to approve the October financial reports and pay the bills, motion passed.**

Checks included 13312 to 13348, total all accounts: \$237,104.78

**As of this date October 9th, 2018 the Board by a majority vote does approve for payment checks included in the October financial reports and further described as follows: October Checks 13312 to 13348, Total October Balance: \$237,104.78**

### **New Business:**

- 1. NRCS Update:** Ed Teel presented some information about the status of the farm bill. Many programs are on hold but CSP payments can be made. Currently, there is no current authorization for new 2019 CSP or for 2019 CSP renewals. There is a general expectation that contracts in place will be honored. There is a new Technical Service Provider forester (Eric Kiplinger) so forestry plans can be developed.
- 2. NRCS Office Lease:** Board members received a copy of the updated lease accounting spreadsheet; the district is on track to fulfil its lease obligation this year.
- 3. Review list of MOUs:** The board received a list of the current MOUs and contracts with other agencies. Ahmann explained their review meets a schedule 22 requirement.
- 4. Upcoming Election:** The election process will begin at the next meeting with the adoption of an election resolution. Jim Kent's position is up for election and in March the seat held by Jeff Schulke will be open for appointment. Both members have decided to run again for their respective positions.

5. **Annual Review of Inventory:** At the suggestion of the audit team, the board will now receive the list of small and attractive items annually for their review. The list was included in the board meeting materials. Ahmann explained that “small and attractive items” refers to the relative ease of theft of such items.
6. **Review of state-wide funding recommendations:** The board reviewed two documents from WACD. One was related to long-term funding strategies; the other was the WACD legislative budget request. Hadley explained that WACD is asking for an increase in funding for districts as are all other groups receiving state support. The board recalled budget cuts in 2006 and that for a time, funds from the operations budget were distributed to districts unequally. Hadley explained that currently the Implementation grant is, for the most part, distributed equally to districts. WACD is seeking funding that covers the cost of basic operations, providing a manager, bookkeeper, and conservation planner at each district. The board expressed support but also caution in proceeding as they question whether the legislature would commit to this level of funding.
7. **Vacancy in SE Area Supervisor Representative:** Although the board recognized the importance of the position, no one could commit to volunteering at this time. Hadley mentioned that at the SE Area meeting, Asotin is putting forth a resolution about the soil rental rates being lowered. The resolution seeks an explanation as to how the new lower rates were determined.
8. **WACD Annual Meeting Nov. 26-28 supervisor training:** WACD will be holding a course in good governance on Nov. 28<sup>th</sup> and supervisors are encouraged to attend.

**Old Business:**

1. **Personnel Policy Manual:** Changes to the manual were provided to the board and reviewed on screen. These proposed changes were also described in Ahmann’s board report. The changes add the required provision of sick leave to all employees at a rate of 1 hour for every 40 worked (unless the employee gets the full district benefit package), references the new voter-mandated Paid Family and Medical Leave Act, replaced “maternity leave” with the term “family leave,” states the expectation that employees receiving expensive training commit to working for the district for a year, has a timetable for repaying tuition should this be part of an employee’s training, allow the manager to approve overtime and deletes anachronisms. The board added to the draft language that under the state funded leave program, leave is not to exceed 12 weeks (as per state rules) and that the District will consider the state guidelines and qualifying conditions when granting leave up to 6 months. In addition, the board added that the combined total of District and State Family and Medical Leave shall not exceed 6 months. **Motion by Jeff Schulke and second by Ed Chvatal to approve the proposed changes to the personnel manual, motion passed.**
2. **Internal Procedures Manual:** The main proposed changes to the Internal Procedure Manual add review of the inventory list, add three steps to be taken when a potential conflict of interest exists, allow the payment of actual lodging costs with board

notification, and modify the policy for FOIA requests to state we will not bill for fulfilling such requests if the estimated cost is less than \$15.00. **Motion by Jeff Schulke and second by Ed Chvatal to approve the proposed changes to the Internal Procedures Manual, motion passed.**

3. **Summary of Enduris Coverage:** Hadley contacted Enduris regarding what the district policy covered as far as supervisor and contract liability. Enduris does not cover contract disputes; the reasoning is, if a contractor fails to fulfill a contract, we have other legal recourse to seek remedies. Supervisors are covered with "faithful performance of duty" which was explained to mean that supervisors who act in good faith within the scope of their duties are covered; if they do not (e.g., hold illegal meetings) they are not covered. The proposed resolution was therefore tabled.
4. **Cooperative Agreement re: Burn Program:** The two-year agreement with the county for the district to administer the burn program was up for renewal. **Ed Chvatal moved and Jeff Schulke seconded to renew the Burn Permit MOA, motion passed.**

**Public Comments:** The chair asked for public comments; there were none.

**Program Updates:** These were detailed in employee board reports which had been sent out to board members. They had no questions. Hadley mentioned the upcoming VSP meeting and that there is a possibility of VSP cost shared projects.

### **Joint Agency Meetings**


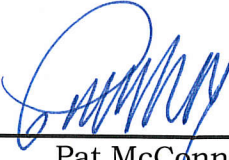
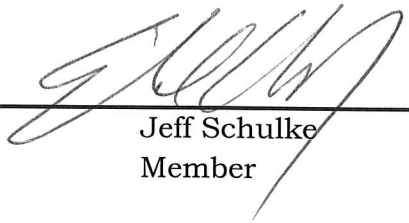
1. **WW Water Management Partnerships:** Chvatal had nothing to report.
2. **SFRFB meeting:** No report.
3. **Local/Regional Food meetings:** Covered in Oosterhuis board report.
4. **Blue Mountain Land Trust:** Hadley reported that an easement was completed on land near Russel Creek. The easement was donated to the Trust.

### **Misc. Discussion and Public Comments:**

The newsletter was distributed. There was discussion of adding rainfall information to the newsletter. The board suggested that the District seek a grant to upgrade rain gauges to the automated weather stations that record data (including rainfall) and then share the information via a wireless or cell phone connection. These can be set up in remote areas and powered with solar panels. Hadley also mentioned that the recent news about Orca had spotlighted removal of the Snake River dams. Other farm organizations are providing input to the Orca Task force on the importance of dams in providing low-cost (both in terms of dollars and carbon emissions) transportation of grain.

**The meeting was adjourned at 7:00 without a formal motion.**

Respectfully submitted

		
Audrey Ahmann Assistant Manager, Finance	Pat McConnell, Chairman	Jeff Schulke Member

Next meeting: November 13th, 2018

Motions:

To approve the Sept. minutes as written:	Motion: Schulke Second: Chvatal Motion passed
To approve the Oct. Financial report:	Motion: Schulke Second: Chvatal Motion passed
To approve proposed changes to the Personnel Manual,	Motion: Schulke Second: Chvatal Motion passed
To approve proposed changes to the Internal Procedures Manual,	Motion: Schulke Second: Chvatal Motion passed
To approve the new <u>Burn Memorandum of Agreement</u> with the County,	Motion: Chvatal Second: Schulke Motion passed