

**SPOKANE CONSERVATION DISTRICT**  
210 N. Havana, Spokane, WA 99202  
**BOARD MEETING MINUTES**  
Tuesday, October 11, 2011

**PRESENT**

**Supervisors:** Gerald Scheele, Randy James, Jaki Shrauger  
**Absent:** Mary Sullivan  
**Late Arrival:** Tom Miller

**SCD Staff:** Jim Armstrong, Rich Baden, Vicki Carter, Eric Choker, Garth Davis, Walt Edelen, Jilla Loan, Ty Meyer, Pat Munts and Rachel Rooks

**Guests:** Chad Greif, BIAS Accounting; April Edelen, spouse

Chair Scheele called the meeting to order at 5:30 p.m.

**PREVIOUS MEETING MINUTES**

Minutes from the regular September 13, 2011, Board meeting had been previously distributed for review.  
**Motion JAMES/SHRAUGER to approve the September 13, 2011, Board meeting minutes as distributed.**  
**Motion carried.**

**TREASURER'S REPORT**

Auditor Shrauger presented the Treasurer's Report for September 2011.

ACCOUNT	BEG. BALANCE	DEPOSITS	WITHDRAWALS	END BALANCE	ADJ. BALANCE
Checking	\$98,443.42	\$697,065.36	\$679,506.86	\$116,001.92	\$250,000.00
FCAAP DRG- Acct 1090	\$21,973.74	\$0.00	\$0.00	\$21,973.74	\$21,973.74
Argonne Mit. Fund	\$92,352.06	\$0.00	\$0.00	\$92,352.06	\$92,352.06
NW Pipeline Savings Acct	\$61,224.32	\$0.00	\$0.00	\$61,224.32	\$61,224.32
Sweep Act 6800601091	\$445,538.27	\$261,904.92	\$400,969.16	\$306,474.03	\$306,474.03
Bank of Whitman MMA	\$1,591,098.15	\$653.88	\$0.00	\$1,591,752.03	\$1,591,752.03

Auditor Shrauger reported that prior to the meeting she reviewed the Treasurer's Report, which reconciled with the bank statements; she noted that the original statements for the checking and sweep accounts had not been sent by the bank so she viewed electronic copies. She will also have to wait for the original statements to arrive in order to verify the signatures on the checks.

**Motion JAMES/SHRAUGER to approve the September TREASURER'S REPORT CLAIMS# 30236-30308, EFTs #1374-1386, #1442-1454, #1484-85, #11490-1492, #1511 RECEIPTS #7222-7256 PAYROLL #2205-2207 and October ACCOUNTS PAYABLE of \$220,284.51. Motion Carried.**

**NEW BUSINESS/LINKAGE TO COMMUNITY**

**Public Comments/Introductions**

Chair Scheele mentioned that he saw Randy James on the news discussing his new science lab being built at North Central High School; Randy said it was a state-of-the-art microbiology lab.

### ***Mt. Rainier Summit & Water Resources Report***

Walt Edelen gave a presentation with pictures of the recent expedition he made with Lindsay Chutas and Charlie Peterson to climb Mt. Rainier. He also gave a presentation of recent water resource projects including: the Freeman High School irrigation efficiency project, the leak detection surveys (which has leftover funds to purchase water meters for the small towns), four FFFPP projects on Deadman Creek, which opened up a total of 2.6 miles of fish habitat, the Simonson dairy improvement project on Wethey Creek, and the groundwater monitoring project in Hangman Creek.

### **GOVERNANCE CULTURE**

#### ***NE Area Meeting- October 18***

The annual Northeast Area meeting will be held on October 18 in Republic, Washington. Vicki Carter, Pat Munts, Jim Armstrong, Mary Sullivan, and Jerry Scheele will be attending.

#### ***Resolutions***

***Motion JAMES/SHRAUGER to approve proposed resolution 20-11-1 Forest Runoff Classification to be brought forth at the NE Area meeting. Motion carried.***

Before a draft resolution will be written for either the NE Area or the WACD annual meeting, Rich is waiting for a copy of a letter he requested between WACD and the Skagit Conservation District regarding the Plant Material Center.

### **BOARD/CEO RELATIONSHIP**

#### ***Executive Director's Brief***

Rich Baden had previously distributed a written account of his activities for the month. He recommended to the Board to designate the Bank of Fairfield as its primary financial institution, including transferring all accounts now with AmericanWest Bank and credit cards. The work towards the transition will begin immediately and the accounts will become active starting January 1, 2012.

***Motion JAMES/SHRAUGER to approve the recommendation to designate the Bank of Fairfield as the district's primary financial institution, effective immediately. Motion carried.***

#### ***2012 Draft Budget***

Rich provided the Board will a draft budget for 2012- he said there will be more changes made to be brought to the December meeting.

#### ***Upper Columbia RC&D Update***

Chair Scheele reported on the status of RC&D projects: he said that the small plot drill stored at Turnbull Wildlife Refuge has started to be used and that it works well except with heavy residue, and that there has been interest from the Lincoln County Weed Board and SCD staff to rent the drill. The council meets tomorrow and will vote on whether to hire Gary Mitchell as an official RC&D employee since he retired on October 3 from the NRCS. The auditor will be coming to the meeting to discuss the audit of the Kulzer project and discuss any potential findings. An MOU was recently signed with the Big Bend RC&D who will be administering the BPA energy efficiency project.

## **OPERATIONAL EXPECTATIONS**

### ***Correspondence & Announcements***

- Vicki said that with Rich retiring there needed to be new authorized trustee signatures for the ING accounts and she recommended Ty Meyer and Barry Tee.  
**Motion JAMES/MILLER to approve Ty Meyer and Barry Tee as authorized trustee signatures for ING.**
- We received a letter from the Washington State Conservation Commission which said that SCD was selected as one of 12 districts to receive a full audit; the cost will be \$80 an hour with an estimated 64 hours scheduled, to be paid for by SCD.
- We received a notice from the NRCS State Office that from October through December of this year, Gina Kerzman will be acting public information officer, Rich Edlund will be the acting east area conservationist and Steve Sprecher will be the acting district conservationist.

### ***Open House/Farewell- November 18***

The annual open house will be held at the SCD office on Friday, November 18, from 2-4pm. It will include a farewell to Rich; Rachel Rooks is preparing the invitations and will be sending them out this week. Jim Armstrong noted that there will be an Agribusiness Council monthly luncheon in the conference room that day, but the luncheon should be over by 1:00 pm so the room can be set up in time for the open house.

### ***WACD Meeting- November 29-December 1***

The annual WACD meeting will be November 29-December 1 in Suncadia. Let Rachel know if you will be attending so that you can be registered and hotel rooms can be booked as they do fill up quickly.

### ***Farm Tour***

Jaki Shrauger reported on the tour of Dale Smith's farm operations in Colbert on October 8 that was attended by her, Vicki and Pat Munts. Jaki said that she was impressed with Dale's operations and that the tour was well-attended and well-received.

## **READING OF THE MOTIONS**

- **Motion JAMES/SHRAUGER to approve the September 13, 2011, Board meeting minutes as distributed. Motion carried.**
- **Motion JAMES/SHRAUGER to approve the September TREASURER'S REPORT CLAIMS# 30236-30308, EFTs #1374-1386, #1442-1454, #1484-85, #11490-1492, #1511 RECEIPTS #7222-7256 PAYROLL #2205-2207 and October ACCOUNTS PAYABLE of \$220,284.51.**
- **Motion Carried Motion JAMES/SHRAUGER to approve proposed resolution 20-11-1 Forest Runoff Classification to be brought forth at the NE Area meeting. Motion carried.**
- **Motion JAMES/SHRAUGER to approve the recommendation to designate the Bank of Fairfield as the district's primary financial institution, effective immediately. Motion carried.**
- **Motion JAMES/MILLER to approve Ty Meyer and Barry Tee as authorized trustee signatures for ING.**

The regular Board meeting adjourned at 7:15 pm

Respectfully submitted by: Rachel Rooks

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**Gerald Scheele, Chair**

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**Jaki Shrauger, Auditor**