

**SPOKANE CONSERVATION DISTRICT**  
4422 E 8<sup>th</sup> Ave, Spokane Valley, WA 99212  
**BOARD MEETING MINUTES**  
Tuesday, April 11, 2023

**Attendees**

**Supervisors in person:** Chair Randy James, Tom Miller, Jaki Shrauger

**Supervisors attending remotely:** Jerry Scheele, Wendy Knopp

**Absent:** None

**Associate Supervisors:** Chris Mahelona

**SCD Staff:** Vicki Carter, Cori Turntine, Jeannie Jesseph, Jeff Cunningham, Hilary Sepulveda, Walt Edelen,  
Amber Ramirez

**Visitors:** Zayden Turntine

**Visitors attending by phone or remote:** None

**Opening of Meeting**

The meeting was a hybrid of on-site and remote attendees using the Microsoft Teams app to connect the participants.

Chair Randy James called the meeting to order at 4:00 and led the Pledge of Allegiance.

**Minutes/Treasurer's Report**

**Acceptance of Consent Agenda**

The Consent Agenda was previously distributed. The board accepted the Consent Agenda items consisting of:

- April 11, 2023, Board Agenda
- March 14, 2023, Regular Board Meeting Minutes
- March 2023 Treasurer's Report
- April 2023 Payables Report

**Motion Miller/Knopp to accept the Consent Agenda, including the April Payables Report for \$391,373.27. Motion carried.**

Shrauger verified that the financial accounts matched the bank statements except for the Numerica checking statement, which shows a \$2,310.51 variance from the Treasurer's Report. Jesseph will research this difference and report back to the board next month.

**New Business/Linkage to Community**

**Public Comments**

Chair James welcomed new SCD employee Amber Ramirez. Ramirez is a Certified Arborist and works in the Forestry Department.

Zayden Turntine, Cori Turntine's baby, was introduced to the board.

**Governance Culture**

**WSCC Report**

Baden was called out of town, so he was unable to attend.

**Financial Oversight/Review**

Jesseph reviewed the financial reports. The district has many new active grant programs. SCD is waiting

for voucher payments in excess of \$360,000.00, which does not impact our budget position. Over a quarter of a million dollars went out in DOE loan payments, and around \$94,000.00 was spent on reimbursable grant programming. These are the primary reasons for the negative budget position this month.

### **Director's Report**

Long-time employee, Lindsay Chutas, has taken a position with the engineering firm Morrison-Maierle. They are a consulting group that the district has worked with over the years. They have been heavily involved in the Newman Lake project. Chutas will continue working on Newman Lake water quality issues in her new position.

Operations Assistant, Josie Bjordahl, is retiring on July 5, 2023. She is taking vacation time for most of the month of June, which shortens the time we will have her in the office. Carter is working on the announcement for the new job posting and hopes to have a replacement hired in mid-May.

Carter is still in lease negotiations with the WSU Small Business Development Center. Part of the lease negotiations include build-out expenses. To accommodate WSU, SCD will have to get a construction loan from Numerica to complete the interior office area. The cost for this loan will be built into the lease. NoaNet 911 is reconsidering its option to lease the larger portion of the building.

The new fence installed at The Nest building was part of our lease agreement. State regulations require the 6-foot chain link fence.

The Scale House project is still listed in the state capital budget. Carter remains hopeful while keeping in mind that three times more funds are requested than are available in the budget.

Ty Meyer and Carter will go to the Kootenai Shoshone Soil Conservation District Board Meeting tomorrow. They are interested in our story and in learning about working with the legislature, acquiring grants, and governance structure.

Last year Carter and James were asked to give a presentation about funding and governance at the Montana State Association of Conservation Districts Annual Meeting. Carter just received word that the state of Montana has provided permanent funding for its conservation districts. Prior to this, conservation districts received funding from a source that isn't readily available anymore.

Carter announced that Okanogan Conservation District supervisor, Albert Roberts, has passed away.

A snippet of the latest WA Grown episode featuring Carter and James was shown. They spoke of the impact and importance of conservation.

### **2023 Election Update**

Jesseph reported that our board chairman, Supervisor Randy James, was re-elected to another term with SCD.

### **Staff Reports**

Edelen shared the story about getting a 2018 tractor from a farmer in Bend, Oregon. The tractor will be

used for projects outlined in one of the new grants. Edelen shared his belief that Chutas will do really well in her new position. Assessments continue to be done on Newman Lake, and seven projects are waiting for permits.

Rodriguez shared that the Tree Sale was just completed. She has heard from many people that this was the best Tree Sale yet.

Cunningham installed a sensor on the front gate to automatically open when people leave our campus. He shared how much he enjoyed directing traffic for the Tree Sale. He has been working with our mechanic, Chad Goll, on equipment maintenance.

Sepulveda shared a video she created for the staff about the Tree Sale. The crew this year was great and completed their tree sale preparation early. Ben Peterson did an outstanding job! Over 1,000 orders were filled. Positive comments were posted on social media from our customers. The month of April will be busy with many volunteer events.

Jesseph shared how happy and thankful she is to have Turntine back in the office.

Turntine is back to work. She appreciated being able to take the time off with her husband and new baby. She is initially coming back part-time to transition with Zayden.

Turntine presented Jesseph with a Quarry Stewardship Award for Operational Excellence for her work in making it possible for Turntine to take the time away.

#### **Close of Meeting**

#### **Correspondence & Announcements**

April 14, 2023 SCD Rain Barrel Workshop

April 26, 2023 Earth Day Friends of the Quarry Volunteer Group

April 27-28, 2023 MRSC Contracting and Procurement Training – specifically for CDs

April 28-29, 2023 Willow Warriors Planting Event

May 9, 2023 SCD Board Meeting

Supervisors from the Kootenai Shoshone Soil Conservation District are interested in attending our Annual Planning Session in August.

#### **Reading of the Motions**

Jesseph read the motions.

**Motion Miller/Knopp to accept the Consent Agenda, including the April Payables Report for \$391,373.27.**  
**Motion carried.**

Meeting adjourned at 4:52 pm.

Respectfully submitted by Jeannie Jesseph.

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**Randy James, Chair**

**Tom Miller, Vice Chair**