

**SPOKANE CONSERVATION DISTRICT**  
4422 E 8<sup>th</sup> Ave, Spokane Valley, WA 99212  
**BOARD MEETING MINUTES**  
Tuesday, January 11, 2022

**Attendees**

**Supervisors in person:** Chair Jerry Scheele, Wendy Knopp, Jaki Shrauger, Randy James

**Supervisors attending virtually:** Tom Miller

**Absent:** None

**Associate Supervisors:** Jaime Rohrbach attended virtually

**SCD Staff:** Vicki Carter, Cori Turntine, Jeannie Jesseph, Dan Ross, Jeff Cunningham

**Guests:** Mike Baden, WA Conservation Commission (WSCC)

**Opening of Meeting**

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

Chair Scheele called the meeting to order at 4:04 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:

- January 11, 2022, Board Agenda
- December 14, 2021, Regular Board Meeting Minutes
- December 2021 Treasurer's Report
- January 2022 Payables Report

**Motion James/Shrauger to accept the Consent Agenda, including the January Payables Report in the amount of \$1,322,223.76. Motion carried.**

Chair Scheele announced the need for an executive session in accordance with RCW 42.30.110 regarding the performance of a public employee.

Shrauger verified the financial accounts balanced with the bank statements.

**New Business/Linkage to Community**

Carter introduced the newest SCD employee, Jeff Cunningham. He is our new Facilities Manager, replacing Barry Tee.

**Governance Culture**

**WSCC Report**

Baden spoke about the upcoming legislative session. One of the biggest issues impacting CDs is the election bill, HB1652. This bill supports the recommendations of the WACD and WSCC Elections Committee. This bill will allow CDs to opt in to being included in the general election. Carter shared that Spokane County Auditor, Vicky Dalton, said that if SCD was put on the general ballot it will cost SCD around \$550,000 each year an election is held. This would be monetarily devastating to the district. The HB1652 would extend the CD Supervisor term to four years and increase public awareness of CD elections. Carter sent a letter to Representative Volz and

Graham in support of this bill. Another CD election bill has been put forward that would require all elections to be on the general election ballot.

There is a Joint Legislative Briefing hosted by WACD and WSCC to provide an overview of this year's hot topics in the legislature.

The Governor's proposed supplemental budget includes funding for the Sustainable Farms and Field program.

The Dept. of Ecology wants to revise some of its policies regarding stock water access. This includes a stakeholder group to discuss stock water provisions.

WSCC is down to three finalists for the Commission Executive Director position. WSCC is in hiring negotiations with the top finalist. Daryl Williams was elected for the chair position and Larry Cochran was elected for the vice-chair position.

### **Financial Oversight/Review**

Turntine provided a 2021 Budget Position Analysis report. The year 2021 was budgeted to decrease the fund balance by \$180,000. We did better than projected and ended the year with a decrease of \$72,000. She summarized where SCD performed higher and lower than expected. Rates and Charges revenue was \$95,000 higher than anticipated. Some grant revenue didn't come in, primarily River Mile 17 Phase II which was delayed due to permitting. The anticipated \$250,000 revenue from Intrinium did not come in. SRF revenue came in higher than hoped. The SharedWork program saved SCD \$100,000 in salaries and benefits.

Another signer for checks is needed in the absence of Barry Tee. Turntine thinks it best to add two check signers to the account, herself, and Meyer. Currently Turntine prints the checks. To segregate duties, Turntine would turn over the responsibility of check printing to Jesseph.

**Motion Knopp/James to add Ty Meyer and Cori Turntine as signers on checks with the bank. Motion carried.**

### **Director's Discussion**

Many staff members are at the PNDSA Conference today. Carter and Turntine will attend the PNDSA Board Meeting where Carter will meet with the Board of PNDSA regarding the Farmed Smart trademarked logo. Some PNDSA board members have questions regarding the perpetuity of the program and its potential future value. Vicki has been working with legal counsel regarding an asset purchase agreement.

Work on the new building is ahead of schedule. May 1, 2022 is the completion target date. Office space in the new and existing building is on the market. A brokers meeting will be held to generate interest. Realtor Kestell believes the market is strong for a new tenant.

Carter met with Intrinium to get an update on their status. They have made some cuts to their overhead. Carter and the contractor created a list of building costs specific to Intrinium that totals \$157,000. This doesn't include soft costs such as Carter's time. In the event that Intrinium has to file a Chapter 11 this list will be included in the debts.

Now that plans have changed with Intrinium, Carter is considering developing a portion of the new building into a regional conference center. Building a regional conference center was part of the original Phase 2 building plan. This plan will depend on what type of tenant comes in the new building. CERB loan payments won't begin until 2024 so there is plenty of time to plan.

Turntine is working on the SCIP loan to help make up for the loss of the Intrinium match funds on the new building. This process began with transferring money from the LGIP State investment pool account to the SCIP County investment pool account.

Four Roots continues to rent a portion of our building on Havana. That income helps to cover ongoing costs such as utilities, maintenance, and insurance.

Carter continues to work on an agreement with Master Gardeners regarding installing a new greenhouse on the Quarry Campus.

Carter attended Pat Munts retirement party and thanked her for her participation in Vets on the Farm (VOTF). Munts was instrumental in getting the VOTF program up and running.

The NACD Annual Conference is in Orlando, Florida this year. SCD employee, Seth Flanders, will be giving a presentation on our Commodity Buffer program. Carter may attend because she is on the Urban Ag Committee. Supervisors are welcome to attend.

VOTF is beginning its seventh year! Plans are in the works to implement a certification program for veteran interns that work on the farm.

SCD is developing a four-part series of farm training workshops that will include cover crops and soil health. This training will be available for farmers and VOTF interns.

A new seasonal part-time hourly position is being opened up in our Forestry department that will run from March to November. The new employee will be involved in working on grounds maintenance and helping with the tree sale. This may turn into a full-time position.

Carter is considering implementing a capital campaign and brainstormed with board members about ideas.

### **Staff Reports**

Ross from Water Resources described two new 3F2P projects he wants to apply for, one with the Pend O'Reille CD on the Little Spokane River and another on Blanchard creek that has with two crossings.

### **Motion Knopp/Shrauger to approve Blanchard Creek RCO 21-22-98 R17 Resolution and to approve Little Spokane River RCO 19-1553R17 Resolution. Motion carried.**

The Little Spokane project will open 2.65 miles of fish passageway. The Blanchard Creek project has two sites that will open approximately 10 miles of fish passageway. Supervisor James noted that it costs \$0.12 per foot for this 100 year design conservation project.

Chair Scheele congratulated Ross for receiving a letter of appreciation from a person who had a conservation project installed on her property.

Cunningham reported that one OSS loan paid off and a new OSS loan was created.

Jesseph shared that she is working on year end reporting.

Turntine has certified the 2022 Rates and Charges at \$2,093,000.

### **Close of Meeting**

#### **Correspondence & Announcements**

January 11-12 - PNDSA Conference in Kennewick

February 8 – SCD Board Meeting

February 12-16 – NACD Annual Meeting

### **Executive Session**

The regularly scheduled meeting recessed at 5:33. The Executive Session began at 5:34. The Executive Session was held in accordance with RCW 42.30.110 regarding the performance of a public employee. It was estimated to take 30 minutes.

At 6:16 pm the regular board meeting reconvened.

**Motion James/Shrauger to increase SCD Director salary by 8% over the previous year's rate. Motion carried.**

### **Reading of the Motions**

Jesseph read the motions.

**Motion James/Shrauger to accept the Consent Agenda, including the January Payables Report in the amount of \$1,322,223.76. Motion carried.**

**Motion Knopp/James to add Ty Meyer and Cori Turntine as signers on checks with the bank. Motion carried.**

**Motion Knopp/Shrauger to approve Blanchard Creek RCO 21-22-98 R17 Resolution and to approve Little Spokane River RCO 19-1553R17 Resolution. Motion carried.**

**Motion James/Shrauger to increase SCD Director salary by a total of 8% over the previous year's rate. Motion carried.**

Meeting adjourned at 6:36 pm.

Respectfully submitted by Jeannie Jesseph

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Gerald A Scheele, Chair

Randy James, Member