



Pend Oreille Conservation District  
Regular Board Meeting MINUTES: 4/14/2022

Meeting Start – 5:02 PM

In attendance at Camas Center - George Stuvenga, Board Supervisor – Chair; Randall Leestma, Board Supervisor; John Floyd, Board Supervisor; Kevin Bush, Board Supervisor; Alex Case-Cohen, POCD District Manager; Mary Malone, Education and Outreach.

In attendance via “GoToMeeting,”: Mike Mumford, Board Supervisor; Robert Rosencrantz, Pend Oreille County Commissioner

Official Action Items				
Motion	Motion made by:	Motioned seconded by:	Decision	Attachment
Motion to approve agenda and take items out of order	John Floyd	Randall Leestma	Carried	A
Motion to approve March meeting minutes	John Floyd	Randall Leestma	Carried	B
Motion to approve March 2022 Treasurer’s Report	Randall Leestma	John Floyd	Carried	I
<b>Meeting Adjourned at 7:01</b>				

**Partner Reports**

**Robert Rosencrantz, POCC**

Focus on long-term solution to Metaline’s sewer issue and corresponding issues. Brian Smiley in particular has been focused on this and gives thorough reports to the BOCC. Commissioner Rosencrantz is hoping to look at it next week when they are taking a tour up north. Looking forward to a long-term solution.

**Mike Mumford, WACD**

Mike has attended a number of meetings recently. \$29 million for conservation went through without being lint-itemed by the governor – there is a lot of money going into studies. Believes there is about \$1.5 million toward native plant nurseries. Was hoping to get some for the Kalispel Tribe, but Alex read it is only for WACD plant center. WACD rents their property - part of it is not available as it is essentially wetlands. One of the things that happened this year is they ran out of labor. The nursery manager will have most of the product out at the due date, but there was concern there is not enough staffing. Mike and Alex discussed lack of native plant nurseries in the area. Mike noted the Office of Financial Management is going to allocate funds as they see fit. John suggested using the native plant nursery in Tekoa, WA.

**New Business**

Discussion of date and time for future meetings, will add this topic to the next month's meeting agenda

**Old Business**

**Alex Case-Cohen, Discussion: Acquiring New Vehicle –**

Alex found out fleet vehicles are no longer offered by the Conservation Commission. In speaking with other districts, they bought new vehicles with government discount. Looked at some used vehicles as well. Discussion ensued on need for vehicle or not at this time.

**Alex Case-Cohen, Discussion: Staffing –**

Received one application for resource tech position. Alex will set up interview for next Friday, April 22, between 1-3 p.m. to be attended by her, Kevin and Mary. There is also the possible position of a riparian planner coming up as was written into the Ecology grant.

**Building Committee, Building Update –**

Discussion over building options, maybe buying land and building new, partnering with other agencies, or moving into space currently occupied by title company. Alex and John will do inspection at the office space to see if it meets requirements before a decision is

made. There would need to be renovations of bathrooms, etc., to ensure ADA compliance.

Alex discussed bid options with the Board. See attachments D-E. Find out more about Sunvec Warranty/Guarantee (what does “material warranty if any” mean); Breakdown of labor and materials. Take a look at some of the buildings Sunvec has done.

**Mary Malone & Alex Case-Cohen, *Purple Air Update* –**

Alex noted that we met with partners in March. LRAPA was a great resource for information. Use EPA conversion factor instead of LRAPA now, also the better map has that already built in and is now on the website. Will hopefully be putting in weather stations at high schools in partnership with Selkirk Alliance for Science.

**Alex Case-Cohen, *Annual Plan* –**

The Board agreed to a special meeting April 29, 10 a.m. – 12 p.m. to work on annual plan and to discuss potential hire. They will have a bulleted list of their priorities for the annual plan to Alex by April 22. The final draft will be presented during the May 12 meeting. Send Jon Paul annual plan of work.

**Alex Case-Cohen, *Grants Update* –**

Alex gave update on Hazard Mitigation Grant proposal which she submitted today for the Town of Metaline sewer rerouting and bank stabilization. Now back to working on the Salmon Recovery Funding for the Skookum Creek Irrigation Canal project, which includes installing a fish screen, and preliminary planning phase to survey the entire canal. Mary noted we should hear decision from the NACD Urban Ag grant any day.

**Treasurer’s Report for March – *See attachment I***

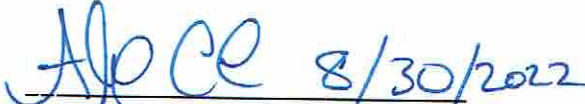
Randy moved to approve, John seconded. Motion carried.

**Operations Report – *Alex Case-Cohen, See Attachment J***

**To Do List:**

- Add discussion of possible change of board meeting date/time to May meeting agenda.
- Set up interview with resource tech applicant for Friday, April 22, between 1-3 p.m.
- Look at Frontier Title's office space
- Find out more about Sunvec Warranty/Guarantee (what does "material warranty if any" mean); Breakdown of labor and materials. Look at some of the buildings that have been done.
- Set special meeting on April 29, 10 a.m., to discuss annual plan and potential hire.

Meeting Adjourned: 7:01 PM

  
Alex Case-Cohen, POCD District Manager

  
George Stuiivenga, POCD Board Chair





# BOARD MEETING PACKET

## April 14<sup>th</sup>, 2022

- Attachment A: POCD Regular Board Meeting AGENDA – April 14<sup>th</sup>, 2022
- Attachment B: POCD Regular Board Meeting MINUTES – March 10<sup>th</sup>, 2022
- Attachment C: Vehicle Options for POCD
- Attachment D: Royal Roofing Email
- Attachment E: Sunvek Roof Bid
- Attachment F: FY22 Annual Plan of Work
- Attachment G: Metaline HMGP Proposal Presentation
- Attachment H: Skookum Creek Irrigation Canal Presentation
- Attachment I: Treasurer's Report
- Attachment J: March 2022 Operations Report



**Pend Oreille Conservation District  
Regular Board Meeting AGENDA: April 14<sup>th</sup>, 2022**

Attachment (A)

This meeting will be held virtually and in-person

**In-Person Information**

Room 1

Camas Center for Community Wellness

1821 LeClerc Rd. N., Cusick, WA 99119

**GoTo Meeting Information**

Meeting link - <https://global.gotomeeting.com/join/960196629>

United States: +1 (872) 240-3212 - One-touch: tel:+18722403212,,960196629#

Access Code: 960-196-629

Time: 5:00 p.m. – 7:30 p.m.

More info: [www.pocd.org](http://www.pocd.org)

Time	Agenda Items	Item Detail	Attachment	Duration
5:00 PM	Introductions & Approval of Current Agenda	<i>Regular Meeting: April 14<sup>th</sup>, 2022</i>	Attachment A	5 Minutes
5:05 PM	Approve Previous Meeting Minutes:	<i>Regular Meeting Minutes: March 10<sup>th</sup>, 2022</i>	Attachments B	5 Minutes
5:10 PM	Partner Reports			45 Minutes
		<i>Robert Rosencrantz -- POC</i>		
		<i>Mike Baden – WSCC</i>		
		<i>Mike Lithgow – Kalispel Tribe</i>		
		<i>Mark Simpson-USDA NRCS</i>		
		<i>Mike Mumford – WACD</i>		
5:55 PM	Old Business			45 Minutes
	Discussion: Acquiring a new vehicle	<i>Look at examples and consider next steps.</i>	Attachment C	15 Min.
	Discussion: Staffing	<i>Alex Case-Cohen, POCD</i>		15 Min
	Building Update	<i>POCD Building Committee</i>	Attachment D, E	15 Min.
6:40 PM	Break			5 Minutes
6:45 PM	Old Business Continued			30 Minutes
	Purple Air Update	<i>Mary Malone &amp; Alex Case-Cohen</i>		10 Min.
	Annual Plan of Work	<i>Resolution designating applicant agent for HMGP</i>	Attachment F	10 Min.
	Grants Update	<i>Review recently submitted grants</i>	Attachment G, H	10 Min.
7:15 PM	Treasurer's Report	<i>Review Treasurer's Report for March 2022</i>	Attachment I	5 Minutes
7:20 PM	Operation's Report	<i>Review previous month's activities</i>	Attachment J	10 Minutes
7:30 PM	Adjourn			

**Attachment B:  
POCD Regular Board  
Meeting MINUTES –  
March 10<sup>th</sup>, 2022**



Pend Oreille Conservation District  
Regular Board Meeting MINUTES: 3/10/2022

Meeting Start – 3:03 PM

**In attendance at Camas Center:** *George Stuvenga, Board Supervisor – Chair; Randall Leestma, Board Supervisor; Alex Case-Cohen, POCD District Manager; John Floyd, Board Supervisor; Mike Baden, Washington State Conservation Commission; Kevin Bush, POCD Board Supervisor*

**In attendance via “GoToMeeting,”:** *Mike Mumford, Board Supervisor; Jeff Schibel, Lincoln County CD; Robert Rosencrantz, Pend Oreille County Commissioner; Cecily Van Cleave, Far Corner Communications*

Official Action Items				
Motion	Motion made by:	Motioned seconded by:	Decision	Attachment
Motion to approve agenda as corrected and take items out of order	John Floyd	Randall Leestma	Carried	A
Motion to approve February minutes	John Floyd	Randall Leestma	Carried	B
Motion to approve MOU with Washington Conservation Society	Randall Leestma	John Floyd	Carried	C
Motion to approve Telework Policy	John Floyd	Randall Leestma	Carried	D,E
Motion to approve Resolution No.20220310_01 designating applicant agent for HMGP	Mike Mumford	Randall Leestma	Carried	G
Motion to approve hiring temporary/part-time VSP position (Mike M voted no, John F abstained).	Kevin Bush	Randall Leestma	Carried	I,J
Motion to approve addendum to MOA with Far Corner Communications	Kevin Bush	John Floyd	Carried	K
Motion to approve February treasurer’s report	Randall Leestma	John Floyd	Carried	L
<b>Meeting Adjourned at 5:46 PM</b>				

## **Partner Reports**

**Cecily Van Cleave**, *Far Corner Communications*

Proposed to continue contract as it has been, which includes two parts – to help with grant applications and Smartsheets. Addendum would allocate the same amount of funding for grants. Cecily briefly explained what Smartsheets are. Cost would be \$2,000. Funding would cover most of the work, especially for Smartsheets. Alex showed the board the POCD intake form draft Smartsheet. Would like to add all landowners we work with. She will help with the hazard mitigation grant and Smartsheets primarily this year. Charges by hourly rate and the contract is capped by funding, not by a date.

**Robert Rosencrantz**, *Pend Oreille County Commissioner*

The focal point of POCC has been the major infrastructure project in Metaline. Will have a profound impact for the town getting this off their shoulder. Commissioner Brian Smiley is excited to move forward, and the county is ready to do what they can to make it happen.

**Mike Baden**, *WSCC*

The Commission's new Director, Chris Pettit started this month.

Legislative session winds down today. no CD elections bills that made it out of the legislative session. There is likely a very good chance that the elections issue will come up next session and will no doubt be additional discussions between now and the next legislative session about next steps so make sure to stay tuned. Livestock water rights bill – even before session there was a suggestion that wanted to meet with stakeholders. Was put on hold to give people time to participate, more discussion.

Supplemental capital and operating budgets have been passed. There are several items that would provide funding (some significant) for district and Commission work. The budgets still need to be signed by the Governor and as the funding becomes "real" there are a lot of details that still need to be discussed and plans to

be made before any final allocation decisions can be made. There will definitely be more info coming out in the coming months.

Sustainable farms and fields is looking to be about \$2 million. There needs to be more form to figure out how to implement funds. Engineering funds of \$2.7 million. In the capital budget, \$3 million for VSP cost-share. In the operating budget, they came to compromise of \$10 million for riparian restoration projects, but would need to be complete by end of 2023.

**Jeff Schibel, WACD**

In Lincoln County, they had 19 ballots cast for supervisor. King County was hoping to get about 10,000 ballots with \$500,000 elections services costs.

During last WACD board meeting introduced new area directors. Report came out of northeast area – in Okanagon they talk about VSP, Firewise, and water banking; Foster Creek talked about no till, VSP, Fire and Fire Recovery funds; Grant County talked about their new building, VSP, Moses Lake water quality, and the Odessa ground water replacement program. Partner reports touched on the new executive director; Farms and Fields; a fly-in back to D.C.; livestock water issue; watershed program that brings in up to \$1 billion (the Odessa ground water replacement was first applicant for that pot); WADE conference in Leavenworth will include tribal training and CD world and how everybody works together; Sarah Moorehead from Thurston talked about the stress and strife of CDs and the state commission; Mike Mumford talked about blue algae.

**Mike Mumford, WACD**

Referring to the two elections bills that did not make it through the legislative session, Mike emphasized how important individual participation is – Jeff emailed three elected officials who committed to pulling the bill if it looked like it would put districts on the general ballot. WACD took neutral stance on the riparian buffer legislation, but Tom's testimony was "why say voluntary stewardship doesn't work when you have never funded it as you would fund enforcement under the new bill." WACD recently had meeting with Chris Pettit, who came from Florida, so learning curve coming to Washington. Sent Alex a letter that came from SCC on Pierce CDs election. One person emailed her information and it went to spam folder. They now have to go to superior court to decertify the election – just goes

to the point that there is always a possibility that something could go wrong. Ryan Baye invited Chris to come out and ride on the combine, and Mike invited him to come out and check out forestry issues, especially in a county where approximately 70% of the forested land is public lands.

### **Old Business**

#### **Alex Case-Cohen & Board, Action Item: approve MOU with Washington Conservation Society –**

See attachment C. Alex noted that John Floyd would be the voting designee, effective July 1, 2022 to June 30, 2023. Randy moved, John seconded. Motion carried.

#### **Alex Case-Cohen & Board, Action item: Approve telework policy –**

See attachments D-E. Need to change executive director to district manager. Mike added to update the district handbook to address the district manager as well. Changes throughout the document during meeting primarily consisted of changing supervisor/director to district manager. Expenses for internet and telephone must be agreed upon as part of the telecommuting agreement. Electronic communications are subject to the Public Records Act. Add date to title as policy number. Randy moved, John seconded. Motion carried.

#### **POCD Building Committee, Building Update –**

See attachment F. In mid-February, had Sunvec come out and give assessment on roof repair. They use a special foam that would work perfect with the current roof. Due to funding, Alex would like to see each project done individually – not the whole remodel at this time. Start with the roof and maybe a few other things such as windows. Discussion over prevailing wage. They provided bid of \$12,141.30. Alex will solidify two additional examples and make decision on roof renovation.

#### **Alex Case-Cohen, Mary Malone, Purple Air Update –**

We have scheduled the partners meeting for March 31. Need to send out invite for the meeting. Alex will try to pick up the Metaline monitor soon.

#### **Alex Case-Cohen, Action Item: approve Resolution No.20220310\_01 –**

See attachment G. Resolution designating applicant agent for HMGP. Moved by Mike, seconded by Randy. Motion carried.

## **New Business**

Annual Plan of Work – Discussion item: Annual Plan of Work planning  
See attachment H. Alex noted the plan is due May 31. John suggested adding Whitworth and the VEC to water quality and education. Hold a second meeting in May to approve the plan. Board will get recommendations to Alex by meeting in April.

Pursue hiring urban and rural ag summer intern – Action Item:  
Approve potential part-time, temporary resource technician for VSP. See Attachment K. Add they must be at least 18 and strike the word intern. Will need to get them a cell phone. Possibly get a District vehicle. Kevin moved to approve posting the summer tech position April 1. Randy seconded. Mike voted against, John abstained. Motion carried.

Continued work with Far Corner Communications – Review addendum to MOA for continued grant/Smartsheets assistance. See attachment K and Cecily's partner report. Kevin moved to adopt the addendum, John seconded. Motion carried.

### **Treasurer's Report for February** – *See attachment L*

Randy moved to approve February treasurer's report, John seconded. Motion carried

### **Operations Report** – *Alex Case-Cohen, See Attachment M*

#### To do list:

- Commissioner title to be POCC moving forward
- Alex will solidify two additional examples and make decision on roof renovation
- Send out invite for the air quality meeting
- Board to send recommendations for annual plan by April meeting, and hold second meeting in May to approve

Meeting Adjourned: 5:46 PM

---

Alex Case-Cohen, POCD District Manager

---

George Stuiyenga, POCD Board Chair



# Attachment C: Vehicle Options for POCD

## Vehicle Options for POCD

Using Mark's truck: Mark said this is possible, but we'd have to get trained up, and if he had a site visit to attend, he would have precedent over our potential site visits. This doesn't seem like a reliable option

Fleet vehicles: I learned that Foster Creek CD uses fleet vehicles through the Conservation Commission. I first called the Department of Enterprise Services and was then directed to the State Conservation Commission who are no longer offering this service and suggest I reach out to County. I did, but no luck; they are actually one vehicle short.

Purchasing a vehicle: I've talked with Mike Baden and Enduris about purchasing a vehicle.

- Mike suggested that we look into state surplus vehicles, government surplus vehicles, or reach out to Vicki to see if she has a vehicle available.
- If we were to purchase a new vehicle, I plan to talk with Elsa or Craig Nelson (hopefully before our meeting) to see what discounted rate we would receive if we purchased a new vehicle.
- Used vehicles: below are some examples of vehicles that could work for what we need

Newly Listed

### Used 2013 Chevrolet Silverado 1500 LS

(509) 863-3040 allianceautosales.com

Images (16)

**GREAT PRICE**

**\$18,000** What makes this a great price?

**Alliance Auto Sales**  
KBB.com Rating ★ 5.0 (53)  
(509) 816-5760  
5901 E SPRAGUE AVE, SPOKANE VALLEY, WA 99212

[Chat with Dealer](#)

Message

I'm interested in your Used 2013 Chevrolet Silverado 1500 LS listed for \$18,000.

First Name

Last Name

Email

Phone (Optional)

[Send Email](#)

AWD & 4WD CARS/TRUCKS/SUV'S UNDER 25K

111,985 miles

4-Speed Automatic Transmission

White Exterior

4 wheel drive

Black Interior

13 City / 18 Highway

4.8L 8-Cylinder Flexible Fuel Engine

67" Bed Length (Short)

Search by Make, Model, or Keyword



### 2015 Colorado LT

Chevrolet

\$21,998\*  
[Estimate Payment](#)

85K miles

42 people saved

Stock # 20198706 • VIN # 1GCHSBEA4F1221095

#### The Basics

Rear View Camera, Bluetooth Technology, Alloy Wheels, Cloth Seats ... [See All Features](#).

#### 150K miles or 48 months of coverage available

Optional MaxCare covers all major systems, offers flexible plan pricing, and hassle-free repairs. [Learn more about MaxCare.](#)

Available at  
 CarMax Lynnwood, WA (~234 miles)

## Used 2008 Chevrolet Silverado 1500 LS



GOOD PRICE

\$13,999

What makes this a good price?

### Sheppard Motors

KBB.com Rating 4.6 (1011)

(541) 359-1037  
 2300 W 7th Ave, Eugene, OR 97402

[Chat with Dealer](#)

#### Message

I'm interested in your Used 2008 Chevrolet Silverado 1500 LS listed for \$13,999.

First Name

Last Name

Email

Phone (Optional)

[Send Email](#)

76,930 miles

Blue Granite Metallic Exterior

Dark Titanium Interior

4.8L 8-Cylinder Gas Engine

4-Speed Automatic Transmission

2 wheel drive - rear

14 City / 19 Highway

67" Bed Length (Short)

# Used 2010 Chevrolet Silverado 1500 W/T

Compare
 Share
 Save



**\$17,285**
[See the KBB Fair Market Range](#)

[Explore Financing](#)

**Kuni Auto Center**
[KBB.com Rating](#)
★ 4.6 (295)  
 (503) 608-7912  
 3725 SW CEDAR HILLS BLVD, BEAVERTON, OR 97005

[Chat with Dealer](#)

**Message**  
 I'm interested in your Used 2010 Chevrolet Silverado 1500 W/T listed for \$17,285.

<b>First Name</b>	<b>Last Name</b>
<input type="text"/>	<input type="text"/>
<b>Email</b>	<b>Phone (Optional)</b>
<input type="text"/>	<input type="text"/>

- |                                       |                                       |
|---------------------------------------|---------------------------------------|
| <b>38,533 miles</b>                   | <b>4-Speed Automatic Transmission</b> |
| <b>Sheer Silver Metallic Exterior</b> | <b>2 wheel drive - rear</b>           |
| <b>Dark Titanium Interior</b>         | <b>15 City / 20 Highway</b>           |
| <b>4.3L 6-Cylinder Gas Engine</b>     | <b>8' Bed Length (Long)</b>           |

# Attachment D: Royal Roofing Email

**From:** [Nik Go](#)  
**To:** [Alex Case-Cohen](#)  
**Subject:** Royal Roofing  
**Date:** Friday, April 8, 2022 1:52:57 PM

---

Good afternoon Alex,

Thank you for reaching, unfortunately we don't have the manpower to do commercial Flat roofing right now. I spoke with my Project manager in our area and we have to hold off on the Flat and metal roof projects for the near future. Thank You

Regards

Nik Go

--

Nik Go | Project Manager

**ROYAL ROOFING, INC.**

1620 E. Superior St, Pasco, WA 99301

P: 509 547 8475 C: 509 430 6929

15 YEARS TEAM QUALITY SAFETY

**COVID-19**

**Please note we will be practicing social distancing and would appreciate little to no contact while we perform quotes, estimates and site visits.**

**Please limit Royal Roofing Inc. visits to approved appointments and/or emergencies. Any appointments can be cancelled without warning.**

**Thank you for your understanding.**

# Attachment E: Sunvek Roofing Bids & Documents





# SPRAYED. SEALED. SECURED.

## SPRAY FOAM FOR FLAT ROOFS

# SUNVEK

### SPRAY FOAM ROOFING

- Spray foam can be applied on a new roof, over an existing roof, or can replace the old roofing material.
- Foam can improve drainage and provide lightweight stability and insulation.

#### EASY TO APPLY

The application process for spray foam is faster than traditional roofing methods and uses a smaller crew which can reduce the impacts of construction upon clients and minimize exposure during re-roofing.

#### ADAPTABLE

Roofing can be built up in low areas of the roof to reduce ponding water and enhance drainage. The result is a watertight roof system that is sustainable and offers superior protection from leaks.

#### MONOLITHIC

Spray foam is applied in a seamless monolithic layer. It seals cracks and holes within the roof surface and insulates the roof against temperature fluctuations which prevents damage caused by the expansion and contraction frequently seen in other roof systems.

#### SELF-ADHERING

Spray-applied polyurethane foam self-adheres to the roof surface which prevents punctures associated with other roofing systems and provides exemplary wind-uplift resistance.

#### SELF-FLASHING

Spray-applied polyurethane foam is self-flashing around stacks, vents, ducts and other objects.

#### DURABLE

Spray foam roofing creates a tough seamless membrane that can be walked on and seals the roof against all leaks.

#### ENERGY CONSERVATION

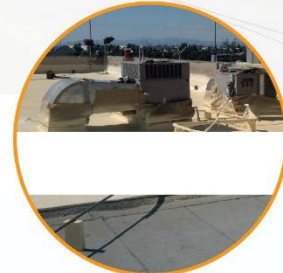
Spray foam roofing has the highest R Value and lowest thermal conductivity of any commercial roofing system. It is self-adhering and uses no traditional fasteners which prevents thermal bridging. All of these components work together to prevent the transfer of heat through the roof and maximize energy conservation.

#### LIGHT WEIGHT

Spray foam roofing has a high strength-to-weight ratio which makes it an ideal product for roofing and re-roofing new and existing structures.

#### EXTENDED BUILDING LIFE

Spray foam roofing insulates the roof from temperature fluctuations and prevents structural damage due to thermal expansion and contraction. An additional bonus is that this product also reduces the strain on heating and cooling equipment.



### STOP LEAKS

- WATER LEAKS COST MONEY FROM DAMAGED INTERIOR.
  - ENERGY LEAKS COST MONEY IN UTILITY BILLS.
- TWO KINDS OF LEAKS FIXED WITH ONE TOTAL ROOFING SOLUTION.**

**REQUEST A QUOTE!**

**509.842.7404**

**info@sunvekwa.com**

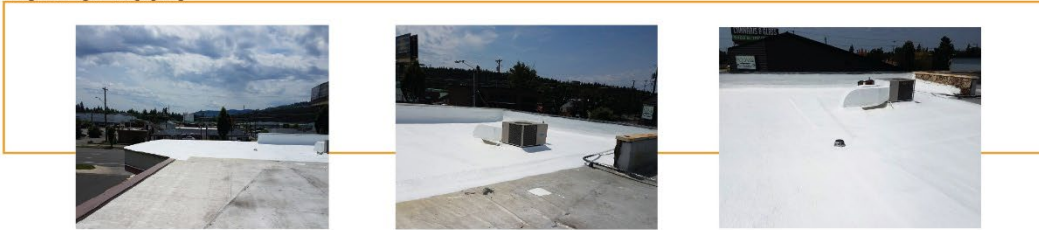
**SUNVEKWA.COM**

# SPRAY FOAM OVER EXISTING ROOFS

## METAL ROOFS

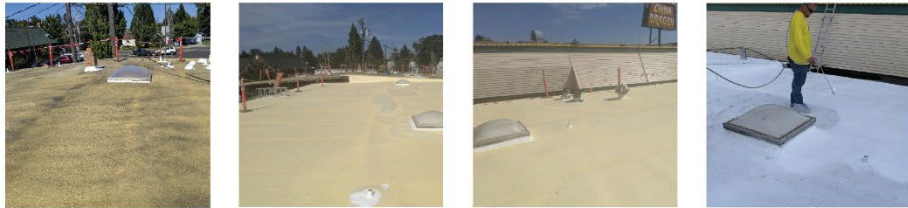


## BUILT-UP ROOFS

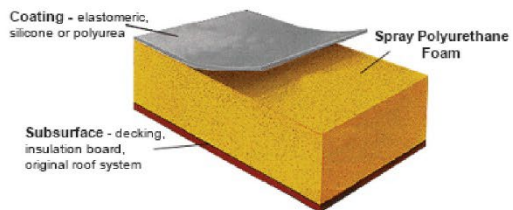
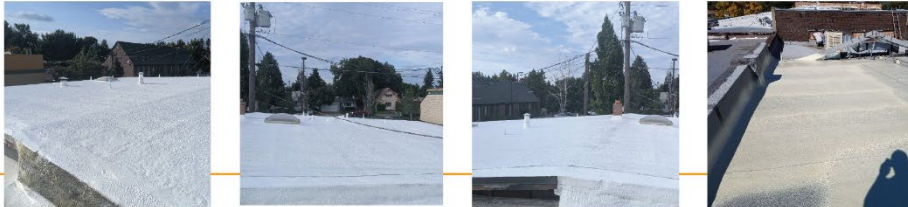


## FOAM OVER PLYWOOD SUBSTRATE

Foam doubles the strength of the roof and is fully adhered to the skylights.



A roof manufactured in place.



SUNVEKWA.COM



# Attachment F: FY2022 Annual Plan



# FY2022 (7/1/21 – 6/30/22) Annual Work Plan Pend Oreille Conservation District

For More Information Contact: Alex Case-Cohen, 509-447-1155 or [alexcc@pocd.org](mailto:alexcc@pocd.org)



## Mission of the Pend Oreille Conservation District

- *The mission of the Pend Oreille Conservation District is to protect and enhance all natural resources including, but not limited to: air, soil, forest, wildlife, water and land in the District for all people in the District through education, partnering, and implementation using best management practices and financial/technical assistance.*

## Values of the Pend Oreille Conservation District

- *Conserving Natural Resources*
- *Keeping Farm and Forestland Continuous and Productive*
- *Public Service*
- *Partnership and Collaboration*
- *Outdoor Education*

## Natural Resource Priorities (not ordered by importance)

### Forest Health/Wildland-Urban Interface

- *Is this a state and or regional natural resource priority along with being a local priority? Yes*
- *Source of data relied upon to indicate the resource concern: Pend Oreille County Community Wildfire Protection Plan 2010 Update (March 2011); United States Department of Agriculture (USDA) Forest Service (September 2018) Colville National Forest Land Management Plan; USDA Forest Service (January 2015) Idaho Panhandle National Forest Plan; WRIA 62 Watershed Planning Unit (March 2005) Pend Oreille Watershed Management Plan; WRIA 55/57 Watershed Implementation Team (February 2008) Detailed Implementation Plan: Little and Middle Spokane River Basins, Water Resource Inventory Area 55/57; Title 76 Revised Code of Washington (RCW): Forest and Forest Products*
- *Other entities engaged in addressing this resource concern: Washington State Department of Natural Resources (DNR), United States Department of Agriculture (USDA) Natural Resource Conservation Service (NRCS); Kalispel Tribe of Indians; USDA Forest Service (FS), Washington State University (WSU) Extension, University of Idaho (U of I), University of Washington (UW), Consulting Foresters, Bonner County, Safari Club International, Qual Unlimited, Mule Deer Foundation*

## Water Quality/Supply

- **Is this a state and or regional natural resource priority along with being a local priority?** Yes
- **Source of data relied upon to indicate the resource concern:** Department of Ecology (2011) Pend Oreille River Temperature Total Maximum Daily Load (TMDL): Water Quality Improvement Report; United States Geological Survey (USGS) National Water Information System along the Little Spokane River and the Pend Oreille River; WRIA 62 Watershed Planning Unit (March 2005) Pend Oreille Watershed Management Plan; WRIA 55/57 Watershed Implementation Team (February 2008) Detailed Implementation Plan: Little and Middle Spokane River Basins, Water Resource Inventory Area 55/57
- **Other entities engaged in addressing this resource concern:** Pend Oreille County Public Utility District (PUD), USDA Natural Resource Conservation Service (NRCS); Kalispel Tribe of Indians; Pend Oreille County Community Development and Weed Board, Washington State Department of Ecology (DOE), non-governmental organizations (Ducks Unlimited, Trout Unlimited, Audobon Society, etc.) WSU Extension, Whitworth University

## Agricultural Land/Soil Preservation, Enhancement and Management

- **Is this a state and or regional natural resource priority along with being a local priority?** Yes
- **Source of data relied upon to indicate the resource concern:** Pend Oreille County (2018) Pend Oreille County Voluntary Stewardship Program (VSP) Work Plan; WRIA 62 Watershed Planning Unit (March 2005) Pend Oreille Watershed Management Plan; WRIA 55/57 Watershed Implementation Team (February 2008) Detailed Implementation Plan: Little and Middle Spokane River Basins, Water Resource Inventory Area 55/57; USDA NRCS Web Soil Survey Data
- **Other entities engaged in addressing this resource concern:** NRCS, POC VSP Work Group; WSU Extension, Kalispel Tribe of Indians, Pend Oreille County Community Development and Weed Board, Farm Service Agency, Northeast Washington Soil Health Stewards, local farmers and ranchers

## Lifelong Education of People on Conservation and Natural Resources

- **Is this a state and or regional natural resource priority along with being a local priority?** Yes
- **Source of data relied upon to indicate the resource concern:** Department of Ecology (2011) Pend Oreille River Temperature Total Maximum Daily Load (TMDL): Water Quality Improvement Report; United States Geological Survey (USGS) National Water Information System along the Little Spokane River and the Pend Oreille River; WRIA 62 Watershed Planning Unit (March 2005) Pend Oreille Watershed Management Plan; WRIA 55/57 Watershed Implementation Team (February 2008) Detailed Implementation Plan: Little and Middle Spokane River Basins, Water Resource Inventory Area 55/57; NRCS Web Soil Survey Data; Pend Oreille County (2018) POC VSP Work Plan
- **Other entities engaged in addressing this resource concern:** Washington Department of Fish and Wildlife, United States Fish and Wildlife, Pend Oreille PUD, non-governmental organizations [Selkirk Alliance for Science(SAS), Ducks Unlimited, Trout Unlimited, Audobon Society, etc.], NRCS, POC VSP Work Group; WSU Extension, Kalispel Tribe of Indians, Pend Oreille County (POC) Community Development and Weed Board

## **Air Quality**

- ***Is this a state and or regional natural resource priority along with being a local priority? Yes***
  - ***Source of data relied upon to indicate the resource concern: Department of Ecology (June 2019) 2019 Ambient Air Monitoring Network Plan***
  - ***Other entities engaged in addressing this resource concern: DOE, SAS, Kalispel Tribe of Indians***
-



## Program Areas: Natural Resource Programs

### I. Forest Health/Wildland-Urban Interface

#### **Goals:**

- A. Refer landowners to DNR and NRCS cost share programs and technical resources to address forest health resource concerns
- B. Foster local and regional DNR, WSU Extension, NRCS and other forestry agency partnerships to accomplish fire-adaptive community goals
- C. Data analysis and ground-truth BMP implementation

#### **Natural Resource Measurable Result Objective:**

- Refer POC landowners to DNR programs and resources, resulting in the treatment of 60 acres of forest land (10% increase from POCD's 2017 FireWise treatment acres)

#### **Programmatic Measurable Result Objective**

- 25% of DNR program referrals result in forest health BMP implementation
- DNR attends at least two POCD regular board meetings
- Coordinate/host POC Conservation Forum
- Create a forest health management workshop with local partners

**Funding Source(s):** Washington State Conservation Commission (WSCC) Implementation (IM) and Natural Resources Investment (NRI) Funds, DNR, VSP

<b>Goal</b>	<b>Activities for FY2022</b>	<b>Target Dates</b>	<b>Person Responsible</b>	<b>Hours (Days) Required</b>	<b>Estimated Funding</b>
<i>Refer landowners to cost share programs and technical resources to address forest health resource concerns</i>	<i>Send technical assistance resources via email, over-the-phone, and in-person. Track response rates on referral spreadsheet</i>	<i>N/A</i>	<i>Alex Case-Cohen</i>	<i>16 (2)</i>	<i>\$600.00</i>
<i>Foster local and regional partnerships</i>	<i>Coordinate and host POC Conservation Forum, encourage DNR attendance at 2 board meetings, facilitate inter-agency forest health workshop</i>	<i>N/A</i>	<i>Alex Case-Cohen</i>	<i>100 (12.5)</i>	<i>\$4,000.00</i>
<i>Data analysis and ground-truth previous BMP implementation</i>	<i>analyze existing DNR Forest Health Tracking Tool, verify on-the-ground BMP Implementation</i>	<i>N/A</i>	<i>TBD</i>	<i>80 (5)</i>	<i>\$2,000.00</i>
			<b>Total</b>		<b>\$6,600.00</b>

## II. Water Quality

### **Goals:**

- A. *Successfully implement water quality best management practices through current water quality grants and programs which include:*
  - 1. *The Pend Oreille PUD Erosion Control and Cottonwood/Riparian Planting Program*
  - 2. *The WSCC NRI Program*
  - 3. *The DOE Aquatic Invasive Plant Water Quality programs for both Bead Lake and Flowering Rush projects*
  - 4. *Monitor and catalog previously implemented*
- B. *Monitor previously implemented water quality protection/enhancement projects*
- C. *Coordinate with other local agencies to increase outreach, participation and implementation*
- D. *Write and receive a water quality Centennial Grant from Department of Ecology*

### **Natural Resource Measurable Result Objective:**

- *Implementation of 5 shoreline stabilization projects resulting in approximately 800 ft. of stabilization*

### **Programmatic Measurable Result Objective**

- *Generate 10 additional technical/financial assistance requests for FY2023 shoreline stabilization water quality work*
- *Form partnership with Spokane County Conservation District to create plan to address Little Spokane River TMDL*
- *Survivability and project lifespan monitoring for 45 previously implemented cost share projects dependent upon staff availability*



**Funding Source(s):** *Pend Oreille County, WSCC IM and Conservation Technical Assistance (CTA) Funds*

<b>Goal</b>	<b>Activities for FY2022</b>	<b>Target Dates</b>	<b>Person Responsible</b>	<b>Hours (Days) Required</b>	<b>Estimated Funding</b>
<i>Successfully implement water quality best management practices through current water quality grants and programs</i>	<i>Complete program outreach, technical/financial assistance, implementation, for all current NRI, PUD and DOE funded water quality projects for 5 shoreline stabilization projects</i>	<i>N/A</i>	<i>Alex Case-Cohen</i>	<i>216 (27)</i>	<i>\$8,000.00</i>
<i>Monitor previously implemented projects</i>	<i>On-site monitoring and reporting created for all DOE, NRI, PUD and IM projects completed since June 2015</i>	<i>N/A</i>	<i>TBD</i>	<i>216 (27)</i>	<i>\$5,000.00</i>
<i>Coordinate with local agencies to increase outreach, participation and implementation</i>	<i>Facilitate inter-agency site visit along the Little Spokane River with DOE and Spokane Conservation District, formulate plan for campaign</i>	<i>N/A</i>	<i>Alex Case-Cohen</i>	<i>80 (10)</i>	<i>\$3,000.00</i>
<i>Write and receive Centennial Grant with DOE</i>	<i>Determine partners, formulate plan, complete and submit grant application</i>	<i>10/15/2021</i>	<i>Alex Case-Cohen</i>	<i>80 (10)</i>	<i>\$3,000</i>
		<b>Total</b>			<b>\$19,000.00</b>

**III. Agricultural Land/Soil Preservation, Enhancement and Management**

**Goals:**

- A. *Successfully implement the POC VSP Work Plan*
  - 1. *Program Admin Support and Project Management*
  - 2. *Technical Assistance/Farm Planning*
  - 3. *Outreach and Marketing*
  - 4. *Create Robust Monitoring/Reporting Plan*

**Natural Resource Measurable Result Objective:**

- *Implementation of individual stewardship plan projects resulting in over 250+ acres critical area/agricultural intersect.*

**Programmatic Measurable Result Objective**

- *Reach all measurable annual goals and benchmarks outlined in the work plan*
- *Complete all reporting requirements*
- *Conservation Planner Certification*

**Funding Source(s): WSCC VSP Funds**

<b>Goal</b>	<b>Activities for FY2022</b>	<b>Target Dates</b>	<b>Person Responsible</b>	<b>Hours (Days) Required</b>	<b>Estimated Funding</b>
<i>Successfully implement the POC VSP Work Plan</i>	<i>Program administration and work group coordination</i>	<i>N/A</i>	<i>Alex Case-Cohen</i>	<i>270 (33.75)</i>	<i>\$10,000.00</i>
	<i>Technical Assistance/Farm Planning</i>	<i>N/A</i>	<i>Alex Case-Cohen</i>	<i>300 (37.5)</i>	<i>\$15,000.00</i>
	<i>Monitoring/Reporting</i>	<i>N/A</i>	<i>TBD</i>	<i>667 (83)</i>	<i>\$30,000.00</i>
	<i>Outreach and Marketing</i>	<i>N/A</i>	<i>TBD</i>	<i>240 (30)</i>	<i>\$8,500.00</i>
				<b>Total</b>	<b>\$63,500.00</b>

**IV. Lifelong Education of People on Conservation and Natural Resources**

**Goals:**

- A. Increase natural resource education and opportunities through POC schools and existing social media platforms*
- B. Expand social media into other platforms*
- C. Host at least 1 additional in-person event*
- D. Apply for and receive one environmental education grant*

**Programmatic Measurable Result Objective**

- Engage with over 5,000 users annually through social media platforms*
- Provide technical assistance as requested and track in the TA/CS master spreadsheet or other tracking tools*
- Engage with the community at more than 3 local events*

**Funding Source(s): WSCC VSP, IM and CTA funds**

<b>Goal</b>	<b>Activities for FY2022</b>	<b>Target Dates</b>	<b>Person Responsible</b>	<b>Hours (Days) Required</b>	<b>Estimated Funding</b>
<i>Increase natural resource education and opportunities through POC schools and existing social media platforms</i>	<i>Engage with local schools through workshops and in-the-field exercises, continually post to a variety of social media platforms, share information with all participants</i>	<i>N/A</i>	<i>TBD</i>	<i>240 (30)</i>	<i>\$8,500.00</i>
<i>Expand social media into other platforms</i>	<i>Determine which platform will reach the largest audience and expand there</i>	<i>N/A</i>	<i>TBD</i>	<i>100 (12.5)</i>	<i>\$3,500.00</i>
<i>Host at least 1 additional in-person event</i>	<i>Determine topic of interest and locations. Facilitate from planning to event completion</i>	<i>N/A</i>	<i>TBD</i>	<i>100 (12.5)</i>	<i>\$3,500.00</i>
<i>Write and receive Centennial Grant with DOE</i>	<i>Determine partners, formulate plan, complete and submit grant application</i>	<i>10/15/2021</i>	<i>Alex Case-Cohen</i>	<i>80 (10)</i>	<i>\$3,000</i>
				<b>Total</b>	<b>\$18,500.00</b>

**V. Air Quality**

**Goals:**

- A. Maintain and expand where possible, the POCD Air Quality Monitoring (AQM) Program in Pend Oreille County*
- B. Market the AQM Program and generate additional unit hosting sign ups and general program support sign ups*

**Programmatic Measurable Result Objective**

- Add at least 2 Purple Air Monitoring Units within the County*
- Search for and potentially apply for grant funding*
- Ensure that the majority of units are operational*

**Funding Source(s): WSCC IM and POCD General Fund**

<b>Goal</b>	<b>Activities for FY2022</b>	<b>Target Dates</b>	<b>Person Responsible</b>	<b>Hours (Days) Required</b>	<b>Estimated Funding</b>
<i>Maintain and expand where possible, the POCD AQM Program in POC</i>	<i>Partner with local agencies, including DOE and Selkirk Alliance for Science to expand the program.</i>	<i>N/A</i>	<i>TBD</i>	<i>80 (10)</i>	<i>\$3,000.00</i>
<i>Market the AQM program and generate additional unit hosting sign-ups and general program support sign-ups</i>	<i>Research potential air quality monitoring programs at the state and federal levels that can provide funding and educational opportunities for air quality outreach and technical assistance.</i>	<i>N/A</i>	<i>TBD</i>	<i>80 (10)</i>	<i>\$3,000.00</i>
		<b>Total</b>			<b>\$6,000.00</b>

**Program Areas: District Operations**

**Goals:**

- A. *2021 WSCC CAP compliance requirements met*
- B. *Manage Financials and Required Reports*
- C. *POCD Building Renovations and Inventory*
- D. *Program Management Training*
- E. *Update Policy and Procedural Manuals completed and approved by POCD Board*
  - 1. *Establish Operations/Procedure Manual*
  - 2. *Establish Property Management Plan*
  - 3. *Edit/Finalize Personnel Policy*

**Programmatic Measurable Result Objective**

- *Score at least 13/15 on the WSCC 2021 CAPP checklist by June 30, 2022*
- *Meet all financial reporting monthly, quarterly and annual deadlines*
- *Provide complete board packet for POCD board members no later than 6 days prior to regularly scheduled board meetings*

**Funding Source(s): WSCC IM Funds, General Funds**

<b>Goal</b>	<b>Activities for FY2022</b>	<b>Target Dates</b>	<b>Person Responsible</b>	<b>Hours (Days) Required</b>	<b>Estimated Funding</b>
<i>2021 WSCC CAPP compliance requirements met</i>	<i>Achieve at least a 13/15 compliance standards</i>	<i>N/A</i>	<i>Alex Case-Cohen</i>	<i>300 (37.5)</i>	<i>\$11,500</i>
<i>Manage Financials and Required Reports</i>	<i>Complete POCD monthly, quarterly and annual financial management checklists</i>	<i>N/A</i>	<i>Alex Case-Cohen and Candy Roman</i>	<i>525</i>	<i>\$18,375.00</i>
<i>Program Management Training</i>	<i>Complete at least half of required Program Management Training requirements</i>	<i>N/A</i>	<i>Alex Case-Cohen</i>	<i>100 (12.5)</i>	<i>\$4,000.00</i>
		<b>Total</b>			<b>\$33,875.00</b>



# FY2022 Annual Budget Pend Oreille Conservation District

## FY2022 Estimated Income

Fund	Staff & Office Funding	Project Funding	Sub-totals
WSCC IM	\$95,600	TBD (amended as needed)	\$95,600.00
POC VSP	\$73,200	\$39,900	\$113,100.00
NRI	\$12,500	\$37,500	\$50,000
DOE Water Quality Aquatic Invasive Program	\$1,000.00	\$10,000.00	\$11,000.00
PUD Erosion Control – Cottonwood Plantings	\$5,000.00	\$55,000.00	\$60,000.00
Building Rent	\$11,280.00	TBD (amend as needed)	\$11,280.00
General Fund	\$70,000.00		\$70,000.00
<b>Totals</b>	<b>\$281,080</b>	<b>\$142,400</b>	<b>\$410,980.00</b>

## FY 2022 Estimated Expenses

Fund	Staff & Office Expenses	Project Expenses	Sub-totals
Salaries & Benefits	\$147,475.00	TBD (amended as needed)	\$147,475.00
Contracted Services	\$10,000.00	N/A	\$10,000.00
Supplies	\$5,000.00	N/A	\$5,000.00
Utilities & Subscriptions	\$10,000.00	N/A	\$10,000.00
Travel	\$5,000.00	N/A	\$5,000.00
Cost Share Allocations	\$0.00	\$142,400.00	\$142,400.00
Dues and Misc. Expenses	\$23,000.00	\$0.00	\$23,000.00
Renovations	\$50,000.00	\$0.00	\$50,000.00
<b>Totals</b>	<b>\$250,475.00</b>	<b>\$142,400.00</b>	<b>\$392,875.00</b>

## FY2022 Estimated Balance

Balance	\$30,605.00	\$0.00	\$18,105.00
---------	-------------	--------	-------------

# Attachment G: HMGP Proposal Presentation





**Hazard Mitigation Grant  
Program:  
Riverside Ave., Metaline, WA**

**Alex Case-Cohen, MES**

**4/6/2022**

**Metaline Town Council Workshop**



## HMGP Required Attachments Worksheet

### **General**

<b>X</b>	Application Form	
<b>X</b>	<a href="#"><u>Signed Certificate of Assurances –please print and sign</u></a>	
<b>X</b>	<a href="#"><u>Resolution Designating Applicant Agent -please print and sign</u></a>	
<b>X</b>	Cost Estimate Summary Spreadsheet	
<b>X</b>	Map of area with project site limits clearly identified (PROJECT ONLY)	
<b>X</b>	FIRM and/or FIRMETTE of Project Site(s) (PROJECT ONLY)	
<b>X</b>	Pictures of existing conditions at Project site(s)- at least 3 different sides or angles (PROJECT ONLY)	
<b>X</b>	Copy of FEMA Approval Letter for the referenced Hazard Mitigation Plan (PROJECTS ONLY)	
<b>X</b>	BCA Report (exported PDF from FEMA-Approved BCA software) (PROJECT ONLY)	
	Local Funds Commitment Letter	
	BCA .zip file-includes full access to the project’s BCA inputs and assumptions (PROJECT ONLY)	
	Plan Review Tool (PLANS ONLY)	

### **Optional, but encouraged**

<b>X</b>	Recent aerial image of the project site via Google, MapQuest, ArcGIS or similar	
	NFIP-CAV Letter confirming community is in good standing per CRS	
<b>X</b>	Project relevant excerpts from the Local Hazard Mitigation Plan	

# HMGP Application – Completed

- Most of Narrative
- BCA – Sewer Main Line Rerouting
- Preliminary Budgets -- Timelines

Project Title	County, State	Benefits (B)	Costs (C)	BCR (B/C)
Metaline Sewer Main Relocation	Pend Oreille, WA	\$854,100.00	\$852,140.00	1.0023
Total		\$854,100.00	\$852,140.00	
Date Exported	3/14/2022			



# What we're still working on... (and need your help with)

---

- Environmental Compliance Section
- Securing local funds (12.5% match)
- BCA – Bank Stabilization
- Scope of project – how much bank to we want to stabilize/protect?



# Option 1: Cost Estimate

<b>Total Project Costs</b>	<b>\$ Estimate</b>
Pre-Award Costs (Disaster declaration date through grant award date)	17,833.00 \$
Project Management Costs, Legal Expenses, etc. (10% of construction cost)	\$297,216.73
Land, Structures, Rights-of-way, appraisals, etc.	\$100,000
Relocation Expenses and Payments	\$N/A
Architectural, Engineering, Geotechnical, etc. (10% of construction cost)	\$297,216.73
Project Inspection Fees (10% of construction cost)	\$297,216.73
Site Work (includes clearing/grubbing, trench excavation safety system, excavation, 25% mobilization)	\$534,990.12
Demolition and Removal	\$0
Construction	\$2,814,612.69
Equipment ( <i>trackable assets costing \$5,000 or more</i> )	\$N/A
Miscellaneous ( <i>Personnel, Fringe Benefits, Travel, Supplies, etc.</i> )	\$106,998.03
<b>Total Project Costs</b>	<b>\$4,476,084.04 *</b>



# Option 1 Scope of project

- Reroute sewer main line
- Stabilize ~2400 feet of bank using MSE Flex Wall and hardened structures/rip-rap
- Decommission Riverside Ave.




# Project Breakdown – Option 1

## Bank Stabilization

Bid Schedule A						
ITEM NO.	ITEM DESCRIPTION	UNIT MEASURE	ESTIMATED QTY	UNIT PRICE	EXTENDED AMOUNT	
A1.	Mobilization	L.S.	1	\$100,000.00	\$100,000.00	
A4.	Excavation	C.Y.	20,000	\$13.00	\$260,000.00	
A5.	MSE Bags	Each	19,382	\$15.00	\$290,730.00	
A6.	Riprap Placed D50 = 12"	C.Y.	6,600	\$200.00	\$1,320,000.00	
A7.	Geogrid Roll	Each	125	\$1,000.00	\$125,000.00	
A8.	Structural Fill	C.Y.	8,200	\$30.00	\$246,000.00	
<b>Schedule A Subtotal</b>					<b>\$2,341,730.00</b>	
CONSTRUCTION SUB TOTAL					\$2,341,730.00	
CONTINGENCY (20%)					\$468,346.00	
* STATE SALES TAX (9.0%)					\$210,755.70	
<b>TOTAL CONSTRUCTION COST</b>					<b>\$3,020,831.70</b>	
Total Project Management Cost (20% of Construction Cost)					\$604,166.34	
<b>Total Project Cost</b>					<b>\$3,624,998.04</b>	

## Sewer Main Line Rerouting

Planning Level Estimate		ESTIMATED QUANTITIES		UNITS	UNIT PRICE	AMOUNT
Prepared By: Century West Engineering Corporation		PROJECT NAME: Sewer Main Relocation				
		CLIENT: Town of Metaline				
		DATE: 14-Mar-22				
ENGINEER'S ESTIMATE						
Item	ITEM DESCRIPTION	ESTIMATED QUANTITIES	UNITS	UNIT PRICE	AMOUNT	
1	Mobilization	1	LS	\$50,000	\$ 50,000.00	
2	Clearing and Grubbing	1	LS	\$5,000	\$ 5,000.00	
3	Field Verify Existing Utilities	5	EA	\$750	\$ 3,750.00	
4	trench Excavation Safety System	700	LF	\$2	\$ 1,400.00	
5	Project Temporary Traffic Control	1	LS	\$8,500	\$ 8,500.00	
6	Gravel Surface Restoration	315	SY	\$30	\$ 9,450.00	
7	Install New Manholes	2	EA	\$8,500	\$ 17,000.00	
8	Install PVC Sewer Main, 10 In	700	LF	\$200	\$ 140,000.00	
9	Sewer Service Connection	8	EA	\$3,000	\$ 24,000.00	
10	Sewer Service Line	600	LF	\$150	\$ 90,000.00	
11	Imported Pipe Bedding	700	LF	\$35	\$ 24,500.00	
12	Removal and Replacement Unsuitable Subgrade	10	CY	\$75	\$ 750.00	
13	HMA Sawcutting	1400	LF	\$3	\$ 4,200.00	
14	HMA Patching	700	SY	\$150	\$ 105,000.00	
					<b>\$ 483,550.00</b>	
				Sales Tax 7.7%	\$37,233	
				<b>Total</b>	<b>\$520,783</b>	
				Contingency 30%	\$156,235	
				Survey, Testing, Design, Construction Inspection	\$156,235	
				<b>Total</b>	<b>\$833,253</b>	

# Match Requirement – Option 1

Source of Funds	Estimates
Federal 75%	\$ 3,357,063.03
State 12.5%	\$ 559,510.51
Local 12.5%	\$ 559,510.51
<b>Total:</b>	*\$ 4,476,084.00

# Additional Funding Source Ideas (12.5%)

## Option 1

### **Bank Stabilization**

- Requires approximately \$455,000 match
- Potential Sources:
  - POCD: up to \$150,000
  - Seattle City Light: ?
  - Department of Ecology: ?

### **Sewer Mainline Rerouting**

- Requires approximately \$110,000 match
- Potential Sources:
  - Capital Block Grant: ?
  - Town of Metaline: ?
  - POC: ?

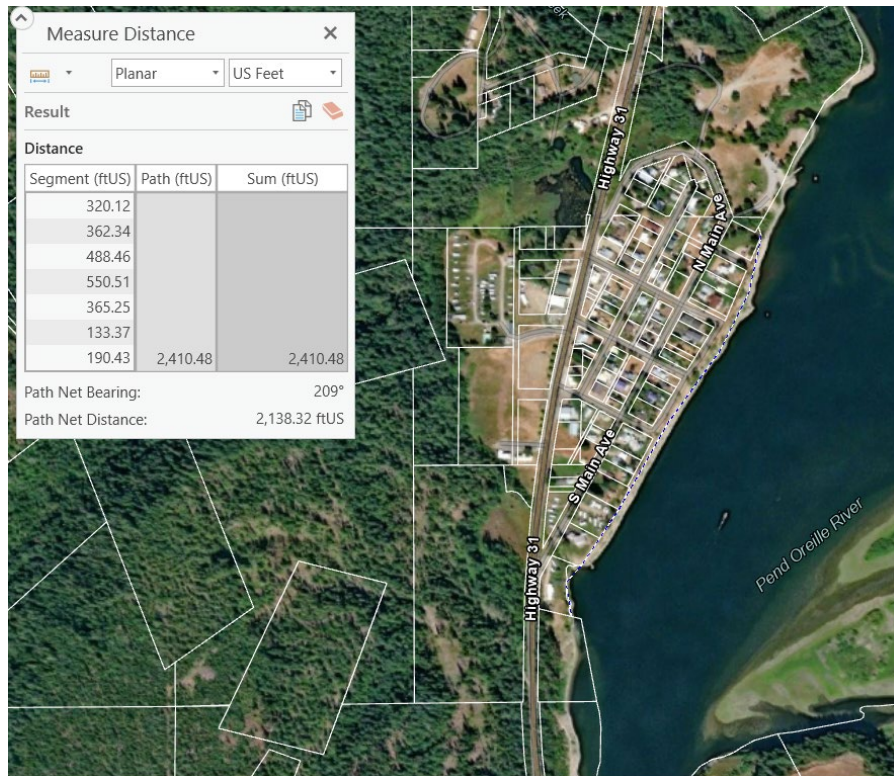


# Option 2: Cost Estimate

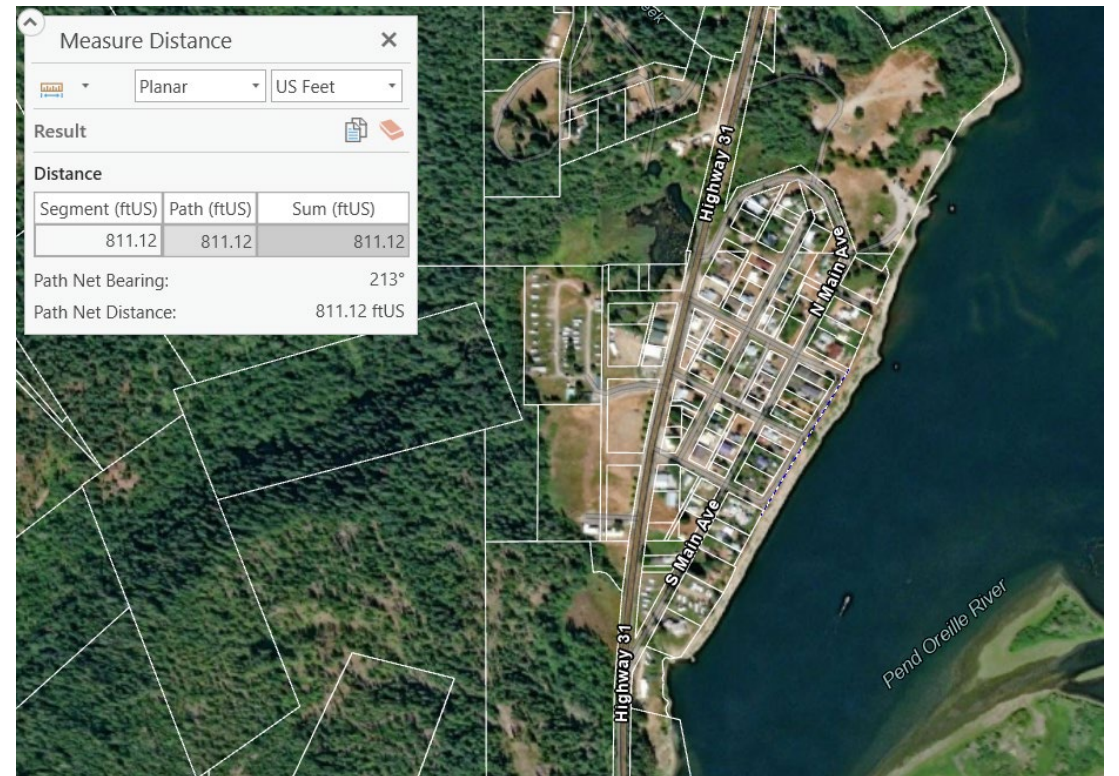
<b>Total Project Costs</b>	<b>\$ Estimate</b>
Pre-Award Costs (Disaster declaration date through grant award date)	\$ <a href="#">Click to enter</a>
Project Management Costs, Legal Expenses, etc.	\$200000
Land, Structures, Rights-of-way, appraisals, etc.	\$ <a href="#">100000</a>
Relocation Expenses and Payments	\$ <a href="#">N/A</a>
Architectural, Engineering, Geotechnical, etc.	\$ <a href="#">215000</a>
Project Inspection Fees	\$ <a href="#">5000</a>
Site Work (includes clearing/grubbing, trench excavation safety system, excavation, 25% mobilization)	\$ <a href="#">246,000</a>
Demolition and Removal	\$ <a href="#">N/A</a>
Construction	\$ <a href="#">1,500,000</a>
Equipment ( <i>trackable assets costing \$5,000 or more</i> )	\$ <a href="#">N/A</a>
Miscellaneous ( <i>Personnel, Fringe Benefits, Travel, Supplies, etc.</i> )	\$ <a href="#">50000</a>
<b>Total Project Costs</b>	\$ <a href="#">2,316,000.00</a> *

# Select Option 1 or 2

**Option 1 – secure ~2,400 feet of bank**



**Option 2 – secure ~800 feet of bank**





# Option 2 Scope of project

- Reroute sewer main line
- Stabilize ~800 feet of bank using MSE Flex Wall and hardened structures/rip-rap
- Decommission Riverside Ave.



# Project Breakdown – Option 2

## Bank Stabilization

Bid Schedule A						
ITEM NO.	ITEM DESCRIPTION	UNIT MEASURE	ESTIMATED QTY	UNIT PRICE	EXTENDED AMOUNT	
A1.	Mobilization	LS	1	\$66,660.00	\$66,660.00	
A4.	Excavation	C.Y.	15,833	\$13.00	\$205,831.28	
A5.	MSE Bags	Each	6,461	\$15.00	\$96,909.03	
A6.	Riprap Placed D50 = 12"	C.Y.	2,200	\$200.00	\$439,995.60	
A7.	Geogrid Roll	Each	42	\$1,000.00	\$41,666.25	
A8.	Structural Fill	C.Y.	2,733	\$30.00	\$81,999.18	
<b>Schedule A Subtotal</b>					<b>\$933,061.34</b>	
CONSTRUCTION SUB TOTAL					\$933,061.34	
CONTINGENCY (25%)					\$233,265.33	
* STATE SALES TAX (9.0%)					\$83,975.52	
<b>TOTAL CONSTRUCTION COST</b>					<b>\$1,250,302.19</b>	
Total Project Management Cost (20% of Construction Cost)					\$250,060.44	
<b>Total Project Cost</b>					<b>\$1,500,362.63</b>	

## Sewer Main Line Rerouting

Planning Level Estimate		ESTIMATED QUANTITIES		UNITS	UNIT PRICE	AMOUNT
Prepared By: Century West Engineering Corporation						
PROJECT NAME:		Sewer Main Relocation				
CLIENT:		Town of Metaline				
DATE:		14-Mar-22				
<b>ENGINEER'S ESTIMATE</b>						
Item	ITEM DESCRIPTION	ESTIMATED QUANTITIES	UNITS	UNIT PRICE	AMOUNT	
1	Mobilization	1	LS	\$50,000	\$ 50,000.00	
2	Clearing and Grubbing	1	LS	\$5,000	\$ 5,000.00	
3	Field Verify Existing Utilities	5	EA	\$750	\$ 3,750.00	
4	trench Excavation Safety System	700	LF	\$2	\$ 1,400.00	
5	Project Temporary Traffic Control	1	LS	\$8,500	\$ 8,500.00	
6	Gravel Surface Restoration	315	SY	\$30	\$ 9,450.00	
7	Install New Manholes	2	EA	\$8,500	\$ 17,000.00	
8	Install PVC Sewer Main, 10 In	700	LF	\$200	\$ 140,000.00	
9	Sewer Service Connection	8	EA	\$3,000	\$ 24,000.00	
10	Sewer Service Line	600	LF	\$150	\$ 90,000.00	
11	Imported Pipe Bedding	700	LF	\$35	\$ 24,500.00	
12	Removal and Replacement Unsuitable Subgrade	10	CY	\$75	\$ 750.00	
13	HMA Sawcutting	1400	LF	\$3	\$ 4,200.00	
14	HMA Patching	700	SY	\$150	\$ 105,000.00	
					\$ 483,550.00	
				Sales Tax 7.7%	\$37,233	
				<b>Total</b>	<b>\$520,783</b>	
				Contingency 30%	\$156,235	
				Survey, Testing, Design, Construction Inspection	\$156,235	
				<b>Total</b>	<b>\$833,253</b>	



Page 1

Page 1

# Match Requirement – Option 2

Source of Funds	Estimates
Federal 75%	\$ 1,737,000
State 12.5%	\$ 289,000
Local 12.5%	\$ 289,000
<b>Total:</b>	<b>*\$2,315,000.00</b>

\*To update the total, right-click the cell above and select Update Field. Please type "0" in the boxes that do not have match, or the total will not properly calculate.

# Additional Funding Source Ideas (12.5%)

## Option 2

### **Bank Stabilization**

- Requires approximately \$179,500 match
- Potential Sources:
  - POCD: up to \$100,000
  - Seattle City Light: ?
  - Department of Ecology: ?

### **Sewer Mainline Rerouting**

- Requires approximately \$110,000 match
- Potential Sources:
  - Capital Block Grant: ?
  - Town of Metaline: ?
  - POC: ?





---

Questions,  
Comments,  
Concerns?

# Attachment H: Skookum Creek Irrigation Canal Presentation





# Skookum Creek Fish & Farm Enhancement Project

---

USK, WA





# Aerial Map

---





Fish Screen at Irrigation canal intake at Skookum Creek

---





# Canal Culvert and Aerial at Best Chance Rd

---





More culvert photos along canal

---





Various photos of irrigation canal

---





And a couple more ...

---



**Attachment I:  
March 2022  
Treasurer's Report**



# TREASURER'S REPORT

## Fund Totals

Pend Oreille Conservation District

03/01/2022 To: 03/31/2022

Time: 09:17:50 Date: 04/06/2022

Page: 1

Fund	Previous Balance	Revenue	Expenditures	Ending Balance	Claims Clearing	Payroll Clearing	Outstanding Deposits	Adjusted Ending Balance
001 General Fund	68,965.07	728.54	1,096.47	68,597.14	202.50	-804.30	0.00	67,995.34
080 PUD FY18	294.85	0.00	30.92	263.93	0.00	30.92	0.00	294.85
130 WSCC FY22	4,517.46	8,444.89	9,926.75	3,035.60	5,195.56	1,236.79	0.00	9,467.95
131 22-38-NRI	-57.29	146.63	50.83	38.51	0.00	0.00	0.00	38.51
240 VSP 2021-2022	2,504.51	5,621.85	8,477.62	-351.26	3,217.36	1,066.73	0.00	3,932.83
241 ACRHIVES	-916.43	0.00	812.42	-1,728.85	812.42	0.00	0.00	-916.43
320 20 PUDECCW	-0.02	0.00		-0.02	0.00	0.00	0.00	-0.02
510 WQAIP-2021	96.72	0.00		96.72	0.00	0.00	0.00	96.72
	75,404.87	14,941.91	20,395.01	<b>69,951.77</b>	9,427.84	1,530.14	0.00	<b>80,909.75</b>

# TREASURER'S REPORT

## Account Totals

Pend Oreille Conservation District

03/01/2022 To: 03/31/2022

Time: 09:17:50 Date: 04/06/2022  
Page: 2

Cash Accounts	Beg Balance	Deposits	Withdrawals	Ending	Outstanding Rec	Outstanding Exp	Adj Balance
1 Mountain West	407.66	5.00	0.00	412.66	0.00	0.00	412.66
3 PayPal- NRCS	-1,383.07	0.00	0.00	-1,383.07	0.00	0.00	-1,383.07
4 Wash Fed Sav	5,036.32	0.43	0.00	5,036.75	0.00	0.00	5,036.75
5 Wash Fed Ck.	71,343.96	14,941.48	20,400.01	65,885.43	0.00	10,957.98	76,843.41
<b>Total Cash:</b>	<b>75,404.87</b>	<b>14,946.91</b>	<b>20,400.01</b>	<b>69,951.77</b>	<b>0.00</b>	<b>10,957.98</b>	<b>80,909.75</b>
	<b>75,404.87</b>	<b>14,946.91</b>	<b>20,400.01</b>	<b>69,951.77</b>	<b>0.00</b>	<b>10,957.98</b>	<b>80,909.75</b>

## TREASURER'S REPORT Outstanding Vouchers

Pend Oreille Conservation District

As Of: 03/31/2022 Date: 04/06/2022  
Time: 09:17:50 Page: 3

Year	Trans#	Date	Type	Acct#	War#	Vendor	Amount	Memo
2022	97	03/31/2022	Payroll	5	2196	Alexandra Case-Cohen	1,530.14	Alex Case-Cohen March 2022
2022	98	03/31/2022	Claims	5	2197	Alex Case-Cohen	995.85	March 2022 Travel VSP/IMP
2022	105	03/31/2022	Claims	5	2199	Ferry Conservation District	1,927.33	VSP/IMP March 2022 Shared Employee
2022	106	03/31/2022	Claims	5	2200	Far Corner Communications	225.00	IMP/HMGP March 2022
2022	109	03/31/2022	Claims	5	2201	Exbabylon	436.19	IMP/D.O. Prof Service IT March 2022
2022	110	03/31/2022	Claims	5	2202	Mike Mumford	561.28	IMP/D.O. Supplies And Hotel Cost For Mike
2022	114	03/31/2022	Claims	5	2203	Pend Oreille County Weed Board	5,282.19	VSP/admin-outreach IMP/D.O. March 2022
							10,957.98	

Fund	Claims	Payroll	Total
001 General Fund	202.50	-804.30	-601.80
080 PUD FY18	0.00	30.92	30.92
130 WSCC FY22	5,195.56	1,236.79	6,432.35
240 VSP 2021-2022	3,217.36	1,066.73	4,284.09
241 ACRHIVES	812.42	0.00	812.42
	9,427.84	1,530.14	10,957.98

**TREASURER'S REPORT**

**Signature Page**

Pend Oreille Conservation District

03/01/2022 To: 03/31/2022

Time: 09:17:50 Date: 04/06/2022  
Page: 4

We the undersigned officers for the Pend Oreille Conservation District have reviewed the foregoing report and acknowledge that to the best of our knowledge this report is accurate and true:

Signed: \_\_\_\_\_ Signed: \_\_\_\_\_  
Chairman / Date District Administrator / Date

# WARRANT/CHECK REGISTER

Pend Oreille Conservation District

Time: 09:20:03 Date: 04/06/2022

03/01/2022 To: 03/31/2022

Page: 1

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
62	03/15/2022	Payroll	5	EFT	United States Treasurer	1,056.86	941 Deposit For 02/01/2022 - 02/28/2022
78	03/11/2022	Payroll	5	EFT	Department Of Retirement Systems	732.22	02/01/2022 To 02/28/2022 - PERS 2
83	03/01/2022	Claims	5	EFT	IFIBER Communications	140.75	IMP D.O. Internet/phone March 2022
84	03/03/2022	Claims	5	EFT	Verizon Wireless	105.28	IMP/D.O. Cell Phones March 2022
85	03/05/2022	Claims	5	EFT	Coursera Inc	41.96	IMP/D.O. Training PS. March 2022
86	03/08/2022	Claims	5	EFT	Ace Hardware #14204	32.84	IMP/D.O. Supplies March 2022
87	03/09/2022	Claims	5	EFT	Verizon Wireless	236.04	IMP/D.O. Ipad/jetpack March 2022
88	03/10/2022	Claims	5	EFT	WIX.COM	12.92	IMP/D.O. Website Upgrade/PS March 2022
89	03/11/2022	Claims	5	EFT	Pend Oreille PUD	125.72	IMP/D.O. PUD Power March 2022
90	03/16/2022	Claims	5	EFT	Amazon.com	71.57	IMP/D.O. Office Supplies Amazon March 2022
91	03/20/2022	Claims	5	EFT	City of Newport	123.25	IMP/D.O. Water March 2022
92	03/08/2022	Claims	5	EFT	AMS inc.		input wrong amount for items
93	03/03/2022	Claims	5	EFT	Lisa Alkire	1,150.00	VSP/IMP-D.O. Website/ March 2022
94	03/17/2022	Claims	5	EFT	University of Washington	2,105.00	VSP/admin Training For Alex March 2022
96	03/22/2022	Claims	5	EFT	U.S. Postal Service	5.10	IMP/D.O. Postage March 2022
108	03/29/2022	Claims	5	EFT	Family Dollar	4.38	IMP/D.O. Supplies
113	03/08/2022	Claims	5	EFT	AMS inc.	522.53	VSP/Equipment March 2022
75	03/02/2022	Payroll	5	2192	Health Care Authority	904.42	02/01/2022 To 02/28/2022 - Health Care Authority
80	03/09/2022	Claims	5	2193	Far Corner Communications	135.00	IMP/D.O.& WQ March 2022
81	03/15/2022	Payroll	5	2194		1,500.00	March 2022 Mid Month Draw
82	03/14/2022	Claims	5	2195	Exbabylon	436.19	IMP/D.O. IT For District March 2022
97	03/31/2022	Payroll	5	2196		1,530.14	Alex Case-Cohen March 2022
98	03/31/2022	Claims	5	2197	Alex Case-Cohen	995.85	March 2022 Travel VSP/IMP
105	03/31/2022	Claims	5	2199	Ferry Conservation District	1,927.33	VSP/IMP March 2022 Shared Employee
106	03/31/2022	Claims	5	2200	Far Corner Communications	225.00	IMP/HMGP March 2022
109	03/31/2022	Claims	5	2201	Exbabylon	436.19	IMP/D.O. Prof Service IT March 2022
110	03/31/2022	Claims	5	2202	Mike Mumford	561.28	IMP/D.O. Supplies And Hotel Cost For Mike
114	03/31/2022	Claims	5	2203	Pend Oreille County Weed Board	5,282.19	VSP/admin-outreach IMP/D.O. March 2022
						1,101.47	
						30.92	
						9,926.75	
						50.83	
						8,477.62	
						812.42	
						14,676.37	Claims:
						5,723.64	Payroll:

**WARRANT/CHECK REGISTER**

Pend Oreille Conservation District

Time: 09:20:03 Date: 04/06/2022

03/01/2022 To: 03/31/2022

Page: 2

Trans Date Type Acct # War # Claimant Amount Memo

---

CERTIFICATION: I, the undersigned do hereby certify under penalty of perjury, that the materials have been furnished, the services rendered or the labor performed as described and that the claim is a due and unpaid obligation against the ??? and that I am authorized to authenticate and certify to said claim.

( ) Chairman ( ) Auditing Officer \_\_\_\_\_ Date: \_\_\_\_\_



# RECEIPT REGISTER

Pend Oreille Conservation District

Time: 09:11:47 Date: 04/05/2022

03/01/2022 To: 03/31/2022

Page: 1

Trans	Date	Type	Rec #	CR #	Acct#	Claimant	Amount	Memo
79	03/08/2022	Tr Rec	191035		5	Frontier Title & Escrow	725.00	Rent March 2022
95	03/22/2022	Tr Rec	191036		5	Pend Oreille County	5,621.85	VSP Feb 2022 # 08
107	03/28/2022	Tr Rec	191037		5	WSCC	8,591.52	IMP Feb 2022 # 08, NRI #01 Feb 2022
111	03/31/2022	Tr Rec	191038		4	Washington Federal	0.43	Savings Interest March 2022
112	03/31/2022	Tr Rec	191039		5	Washington Federal	3.11	March Checking Interest 2022
360 Misc Revenues							728.54	
001 General Fund							728.54	
330 State Generated Revenues							8,444.89	
130 WSCC FY22							8,444.89	
330 State Generated Revenues							146.63	
131 22-38-NRI							146.63	
330 State Generated Revenues							5,621.85	
240 VSP 2021-2022							5,621.85	
							<b>14,941.91</b>	

The above listed revenues were deposited in WaFed bank account as indicated, a federally insured institution.  
ATTESTED TO:

\_\_\_\_\_  
Signature & Title

\_\_\_\_\_  
Date



# BANK RECONCILIATION

Pend Oreille Conservation District

Time: 09:02:45 Date: 04/05/2022

03/01/2022 To: 03/31/2022

Page: 1

5 Wash Fed Ck.

<b>Date</b>	<b>Balance Forward</b>	79,027.12
03/08/2022		725.00
03/22/2022		5,621.85
03/28/2022		8,591.52
03/31/2022		3.11
	<b>Total Credits:</b>	14,941.48

Year	Trans#	Date	Type	Chk#	Vendor	
2022	60	02/28/2022	Payroll	2186	Alexandra Case-Cohen	1,536.01
2022	61	02/28/2022	Claims	2187	Alex Case-Cohen	215.08
2022	71	02/28/2022	Claims	2188	Soiltest Farm Consultants Inc.	60.20
2022	72	02/28/2022	Claims	2189	State Auditor's Office	348.30
2022	73	02/28/2022	Claims	2190	Ferry Conservation District	1,629.61
2022	74	02/28/2022	Claims	2191	Pend Oreille County Weed Board	3,893.96
2022	83	03/01/2022	Claims		IFIBER Communications	140.75
2022	75	03/02/2022	Payroll	2192	Health Care Authority	904.42
2022	84	03/03/2022	Claims		Verizon Wireless	105.28
2022	93	03/03/2022	Claims		Lisa Alkire	1,150.00
2022	85	03/05/2022	Claims		Coursera Inc	41.96
2022	86	03/08/2022	Claims		Ace Hardware #14204	32.84
2022	113	03/08/2022	Claims		AMS inc.	522.53
2022	80	03/09/2022	Claims	2193	Far Corner Communications	135.00
2022	87	03/09/2022	Claims		Verizon Wireless	236.04
2022	88	03/10/2022	Claims		WIX.COM	12.92
2022	78	03/11/2022	Payroll		Department Of Retirement Systems	732.22
2022	89	03/11/2022	Claims		Pend Oreille PUD	125.72
2022	82	03/14/2022	Claims	2195	Exbabylon	436.19
2022	62	03/15/2022	Payroll		United States Treasurer	1,056.86
2022	81	03/15/2022	Payroll	2194	Alexandra Case-Cohen	1,500.00
2022	90	03/16/2022	Claims		Amazon.com	71.57
2022	94	03/17/2022	Claims		University of Washington	2,105.00
2022	91	03/20/2022	Claims		City of Newport	123.25
2022	96	03/22/2022	Claims		U.S. Postal Service	5.10
2022	108	03/29/2022	Claims		Family Dollar	4.38

Total Debits: 17,125.19

Reconciled Bank Balance: 76,843.41

Outstanding Credits:

2022	97	03/31/2022	Payroll	2196	Case-Cohen, Alexandra Loree	1,530.14
2022	98	03/31/2022	Claims	2197	Case-Cohen, Alex	995.85
2022	105	03/31/2022	Claims	2199	Ferry Conservation District	1,927.33
2022	106	03/31/2022	Claims	2200	Far Corner Communications	225.00
2022	109	03/31/2022	Claims	2201	Exbabylon	436.19
2022	110	03/31/2022	Claims	2202	Mumford, Mike	561.28

Outstanding Debits: 5,675.79

**Reconciled Book Balance: 71,167.62**

CERTIFICATION; I the undersigned do hereby certify under penalty of perjury that the materials have been furnished and services rendered or labor performed as described herein, that the claims a just, due and unpaid obligation against Pend Oreille Conservation District, and that I am authorized to authenticate and certify said claim.



Statement End Date March 31, 2022  
 Statement Begin Date March 1, 2022  
 Account Number 62763959434

To report a lost or stolen card,  
 call 800-324-9375.  
 For 24-hour telephone banking,  
 call 877-431-1876.

PEND OREILLE CONSERVATION DISTRICT  
 121 N WASHINGTON AVE  
 NEWPORT, WA 99156-9271

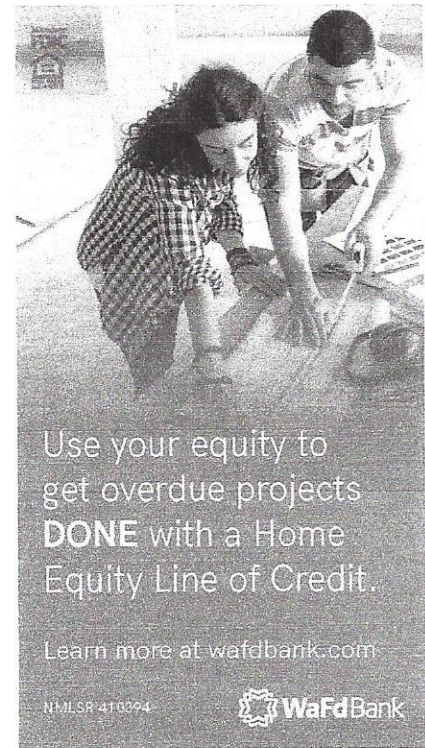
34752 \*

For questions or assistance with your account(s),  
 please call 800-324-9375, stop by your local branch,  
 or send a written request to our Client Care Center  
 at 9929 Evergreen Way, Everett WA 98204.

**Business Interest Checking Summary - # 62763959434**

Annual Percentage Yield Earned for this Statement Period 0.050%  
 Interest Rate Effective 03/01/2022 0.050%  
 Interest Earned/Accrued this Cycle \$3.11  
 Number of Days in this Cycle 31  
 Date Interest Posted 03-31-2022  
 Year-to-Date Interest Paid \$7.75

**Beginning Balance \$79,027.12**  
 Interest Earned This Period +3.11  
 Deposits and Credits +14,938.37  
 Checks Paid -10,658.77  
 ATM, Electronic and Debit Card Withdrawals -6,466.42  
 Other Transactions -0.00  
**Ending Balance \$76,843.41**



	Total for This Period	Total Year-to-Date
Total Overdraft Fees	\$0.00	\$0.00
Total Returned Item Fees	\$0.00	\$0.00

**Interest Earned This Period**

Date	Description	Amount
03-31	Credit Interest	3.11
<b>Total Interest Earned This Period</b>		<b>3.11</b>

Visa may provide updated debit card information, including your expiration date and card number, with merchants that have an agreement for reoccurring payments. You may opt out of this service by calling 1-800-324-9375.





Statement of Account

PAGE 2 OF 4

Statement End Date March 31, 2022
Statement Begin Date March 1, 2022
Account Number 62763959434

For 24-hour telephone banking
1-877-431-1876

Deposits and Credits

Table with 3 columns: Date, Description, Amount. Rows include deposits on 03-08, 03-22, and 03-28, totaling 14,938.37.



Checks Paid

Table with 6 columns: Number, Date, Amount, Number, Date, Amount. Lists checks from 2186 to 2190 and 2191 to 2195, totaling 10,658.77.

\* All of your recent checks may not be on this statement, either because they haven't cleared yet, they were listed on one of your previous statements, or they were converted to an electronic withdrawal and may be listed below.

ATM, Electronic and Debit Card Withdrawals

Table with 3 columns: Date, Description, Amount. Lists various withdrawals from 03-02 to 03-21, including POS purchases and external withdrawals, totaling 2,105.00.



Statement of Account

Statement End Date PAGE 3 OF 4  
March 31, 2022  
Statement Begin Date March 1, 2022  
Account Number 62763959434

For 24-hour telephone banking  
1-877-431-1876

Date	Description	Amount
03-23	POS Signature Purchase USPS PO 5458660756 NEWPORT WAUS Card #9903	5.10
03-29	POS Signature Purchase FAMILY DOLLAR # 39 SELKIRK WAY OLDTOWN IDUS Card #9903	4.38
<b>Total ATM, Electronic and Debit Card Withdrawals</b>		<b>6,466.42</b>





THIS CHECK HAS A COLORED BACKGROUND AND CONTAINS MULTIPLE SECURITY FEATURES - SEE BACK FOR DETAILS

PEND OREILLE CONSERVATION DISTRICT  
PO BOX 465  
121 N. WASHINGTON AVE  
NEWPORT, WA 99156

WASHINGTON FEDERAL BANK  
224 S. WASHINGTON AVE  
NEWPORT, WA 99156

2186

02/28/2022

Alexandra Loree Case-Cohen \$ \*\*\*\*\*1,536.01

One Thousand Five Hundred Thirty Six and 01/100 DOLLARS

Alexandra Loree Case-Cohen  
3222 Crest Dr.  
Chevelah, WA 99109

Alex Case-Cohen

MEMO

\*002186\* \*325070980\* 62763959434\*

Check 2186 Date 03/03/2022 Amount \$1,536.01

THIS CHECK HAS A COLORED BACKGROUND AND CONTAINS MULTIPLE SECURITY FEATURES - SEE BACK FOR DETAILS

PEND OREILLE CONSERVATION DISTRICT  
PO BOX 465  
121 N. WASHINGTON AVE  
NEWPORT, WA 99156

WASHINGTON FEDERAL BANK  
224 S. WASHINGTON AVE  
NEWPORT, WA 99156

2191

02/28/2022

Pend Oreille County Weed Board \$ \*\*\*\*\*3,893.96

Three Thousand Eight Hundred Ninety Three and 96/100 DOLLARS

Pend Oreille County Weed Board  
PO BOX 5085  
Newport, WA 99156

VSP/IMP/SOS Feb 2022

MEMO

\*002191\* \*325070980\* 62763959434\*

Check 2191 Date 03/24/2022 Amount \$3,893.96

THIS CHECK HAS A COLORED BACKGROUND AND CONTAINS MULTIPLE SECURITY FEATURES - SEE BACK FOR DETAILS

PEND OREILLE CONSERVATION DISTRICT  
PO BOX 465  
121 N. WASHINGTON AVE  
NEWPORT, WA 99156

WASHINGTON FEDERAL BANK  
224 S. WASHINGTON AVE  
NEWPORT, WA 99156

2187

02/28/2022

Alex Case-Cohen \$ \*\*\*\*\*215.08

Two Hundred Fifteen and 08/100 DOLLARS

ALEX Case-Cohen  
Newport, WA 99156

Travel Feb 2022 IMP/VSP

MEMO

\*002187\* \*325070980\* 62763959434\*

Check 2187 Date 03/03/2022 Amount \$215.08

THIS CHECK HAS A COLORED BACKGROUND AND CONTAINS MULTIPLE SECURITY FEATURES - SEE BACK FOR DETAILS

PEND OREILLE CONSERVATION DISTRICT  
PO BOX 465  
121 N. WASHINGTON AVE  
NEWPORT, WA 99156

WASHINGTON FEDERAL BANK  
224 S. WASHINGTON AVE  
NEWPORT, WA 99156

2192

03/02/2022

Health Care Authority \$ \*\*\*\*\*904.42

Nine Hundred Four and 42/100 DOLLARS

Health Care Authority  
PO Box 34855  
Seattle, WA 98124-5565

02/01/2022 to 02/28/2022 - Health Care Authority

MEMO

\*002192\* \*325070980\* 62763959434\*

Check 2192 Date 03/15/2022 Amount \$904.42

THIS CHECK HAS A COLORED BACKGROUND AND CONTAINS MULTIPLE SECURITY FEATURES - SEE BACK FOR DETAILS

PEND OREILLE CONSERVATION DISTRICT  
PO BOX 465  
121 N. WASHINGTON AVE  
NEWPORT, WA 99156

WASHINGTON FEDERAL BANK  
224 S. WASHINGTON AVE  
NEWPORT, WA 99156

2188

02/28/2022

Soiltest Farm Consultants Inc. \$ \*\*\*\*\*60.20

Sixty and 20/100 DOLLARS

Soiltest Farm Consultants Inc.  
2925 Driqqs Dr.  
Moses Lake, WA 98837

VSP/T-A Soiltest Farm Feb 2022

MEMO

\*002188\* \*325070980\* 62763959434\*

Check 2188 Date 03/28/2022 Amount \$60.20

THIS CHECK HAS A COLORED BACKGROUND AND CONTAINS MULTIPLE SECURITY FEATURES - SEE BACK FOR DETAILS

PEND OREILLE CONSERVATION DISTRICT  
PO BOX 465  
121 N. WASHINGTON AVE  
NEWPORT, WA 99156

WASHINGTON FEDERAL BANK  
224 S. WASHINGTON AVE  
NEWPORT, WA 99156

2193

03/09/2022

For Corner Communications \$ \*\*\*\*\*135.00

One Hundred Thirty Five and 00/100 DOLLARS

Far Corner Communications  
510 N. Maple St  
Coville, WA 99114

IMP/D.O. & WQ March 2022

MEMO

\*002193\* \*325070980\* 62763959434\*

Check 2193 Date 03/21/2022 Amount \$135.00

THIS CHECK HAS A COLORED BACKGROUND AND CONTAINS MULTIPLE SECURITY FEATURES - SEE BACK FOR DETAILS

PEND OREILLE CONSERVATION DISTRICT  
PO BOX 465  
121 N. WASHINGTON AVE  
NEWPORT, WA 99156

WASHINGTON FEDERAL BANK  
224 S. WASHINGTON AVE  
NEWPORT, WA 99156

2189

02/28/2022

State Auditor's Office \$ \*\*\*\*\*348.30

Three Hundred Forty Eight and 30/100 DOLLARS

State Auditor's Office  
PO Box 40021  
Olympia, WA 98504-0021

# L146895 IMP/D.O. Audit 2018-2020

MEMO

\*002189\* \*325070980\* 62763959434\*

Check 2189 Date 03/15/2022 Amount \$348.30

THIS CHECK HAS A COLORED BACKGROUND AND CONTAINS MULTIPLE SECURITY FEATURES - SEE BACK FOR DETAILS

PEND OREILLE CONSERVATION DISTRICT  
PO BOX 465  
121 N. WASHINGTON AVE  
NEWPORT, WA 99156

WASHINGTON FEDERAL BANK  
224 S. WASHINGTON AVE  
NEWPORT, WA 99156

2194

03/15/2022

Alexandra Loree Case-Cohen \$ \*\*\*\*\*1,500.00

One Thousand Five Hundred and 00/100 DOLLARS

Alexandra Loree Case-Cohen  
3222 Crest Dr.  
Chevelah, WA 99109

March 2022 Mid Month Draw

MEMO

\*002194\* \*325070980\* 62763959434\*

Check 2194 Date 03/16/2022 Amount \$1,500.00

THIS CHECK HAS A COLORED BACKGROUND AND CONTAINS MULTIPLE SECURITY FEATURES - SEE BACK FOR DETAILS

PEND OREILLE CONSERVATION DISTRICT  
PO BOX 465  
121 N. WASHINGTON AVE  
NEWPORT, WA 99156

WASHINGTON FEDERAL BANK  
224 S. WASHINGTON AVE  
NEWPORT, WA 99156

2190

02/28/2022

Ferry Conservation District \$ \*\*\*\*\*1,629.61

One Thousand Six Hundred Twenty Nine and 61/100 DOLLARS

Ferry Conservation District  
PO BOX 1045  
Republic, WA 99166

IMP/D.O.-VSP-admin Feb 2022

MEMO

\*002190\* \*325070980\* 62763959434\*

Check 2190 Date 03/14/2022 Amount \$1,629.61

THIS CHECK HAS A COLORED BACKGROUND AND CONTAINS MULTIPLE SECURITY FEATURES - SEE BACK FOR DETAILS

PEND OREILLE CONSERVATION DISTRICT  
PO BOX 465  
121 N. WASHINGTON AVE  
NEWPORT, WA 99156

WASHINGTON FEDERAL BANK  
224 S. WASHINGTON AVE  
NEWPORT, WA 99156

2195

03/14/2022

Exbabylon \$ \*\*\*\*\*436.19

Four Hundred Thirty Six and 19/100 DOLLARS

Exbabylon  
204 W. Walnut St., Suite D  
Newport, WA 99156

IMP/D.O. IT For District March 2022

MEMO

\*002195\* \*325070980\* 62763959434\*

Check 2195 Date 03/21/2022 Amount \$436.19





# BANK RECONCILIATION

Pend Oreille Conservation District

Time: 08:37:06 Date: 04/05/2022

03/01/2022 To: 03/31/2022

Page: 1

4 Wash Fed Sav

Date	Balance Forward	5,036.32
03/31/2022		0.43
	Total Credits:	0.43

Year	Trans#	Date	Type	Chk#	Vendor	
					Total Debits:	0.00
					Reconciled Bank Balance:	5,036.75
					Outstanding Credits:	
					Outstanding Debits:	
					<b>Reconciled Book Balance:</b>	<b>5,036.75</b>

CERTIFICATION; I the undersigned do hereby certify under penalty of perjury that the materials have been furnished and services rendered or labor performed as described herein, that the claims a just, due and unpaid obligation against Pend Oreille Conservation District, and that I am authorized to authenticate and certify said claim.



Statement of Account

PAGE 1 OF 1

Statement End Date March 31, 2022
Statement Begin Date March 1, 2022
Account Number 62763959483

To report a lost or stolen card, call 800-324-9375. For 24-hour telephone banking, call 877-431-1876.

PEND OREILLE CONSERVATION DISTRICT
121 N WASHINGTON AVE
NEWPORT, WA 99156-9271

34753 \*

For questions or assistance with your account(s), please call 800-324-9375, stop by your local branch, or send a written request to our Client Care Center at 9929 Evergreen Way, Everett WA 98204.

Business Savings Summary - # 62763959483

Annual Percentage Yield Earned for this Statement Period 0.101%
Interest Rate Effective 03/01/2022 0.100%
Interest Earned/Accrued this Cycle \$0.43
Number of Days in this Cycle 31
Date Interest Posted 03-31-2022
Year-to-Date Interest Paid \$1.25

Beginning Balance \$5,036.32
Interest Earned This Period +0.43
Ending Balance \$5,036.75

Advertisement for Home Equity Line of Credit featuring a couple looking at plans and the text: Use your equity to get overdue projects DONE with a Home Equity Line of Credit. Learn more at wafdbank.com



Interest Earned This Period

Table with 3 columns: Date, Description, Amount. Row 1: 03-31, Credit Interest, 0.43. Row 2: Total Interest Earned This Period, 0.43

## Employee Accrual Cost

Pend Oreille Conservation Dis

Time: 08:37:13 Date: 04/01/2022

As Of: 03/31/2022

Page: 1

Case-Cohen, Alexandra Loree	Beginning	Earned	Used	Ending	Rate	Cost
Vacation	85.00	8.00		93.00	39.10	3,636.30
Sick Pay	69.00	8.00		77.00	39.10	3,010.70
				170.00		6,647.00
<b>Report Total:</b>				<b>170.00</b>		<b>6,647.00</b>

March 2022 admin report

First of the month, finish paying all bill from the pervious month.

Print all checks and get them ready for signatures.

Print grant vouchers for each grant.

Copy all items for each grant to get ready to scan and email out.

Payroll draw on the 15<sup>th</sup> of each month.

Last day of month payroll and travel.

End of each month pay 941 tax, for prior month by the 15<sup>th</sup>., and Dept of retirement report and payment done on April 1 paid on April 8th.

All Quarterly reports and payments, L&I, Employment security, FLMA, 941.

Transfer reports and grant information to shared drive.

First week of the month do bank reconciliation from prior month with all deposits and charges accounted for. Print.

Print treasures report, warrant report, receipt report, and employee accrual report.

Scan and upload all information to shared drive for monthly board meeting.

Organize all payment vouchers with original receipts, Mailing to POCD, for board member's signature. File one that have all signatures. (When I'm in the office)

File all grant vouchers in each grant binder. Copy deposit slip and EFT deposit with copy of receipt and put it with each voucher month & number, showing the voucher has been paid. File deposit slip in quarterly file. (When I'm in the office.)

Finished up the Annual audit, just waiting for Alex to go over with a Board member and the submit the report on SAO website.

**Attachment J:  
March 2022  
Operations Report**





Pend Oreille Conservation District  
Operations Report  
March 2022

## OPERATIONS UPDATE

- **Building Maintenance** – I have inquired with two other companies: Spokane Roofing Company and Royal Roofing Company. They will come out onsite and will give us a bid, hopefully by the time we meet next week.
- **Staffing** – I've posted the Summer Resource Conservationist position to our website, Facebook page, SCC website, WACD's Hub, and LinkedIn. It could be possible that we need to increase the potential wages, maybe to \$18-20 hour, since we are not offering benefits and it's temporary. Nevertheless, I hope we will have some applications soon and a staff person hired by May. Additionally, I have some ideas for hiring a riparian planner by July. They will assist with the permitting process and can work with me to implement the NRI projects. This will give them the experience they need to begin phase 1 of the Sandy Shores/Sunnyside Ave. bank stabilization project.
- **State Auditor's Office Annual Report** – Candy's completed most of the annual report. I'll need to meet with Randy to review it, but it should be ready to approve at the May board meeting.
- **Budget** – Please see **Attachment 5**
- **ExBabylon/IT** – No news currently.

## PROGRAMS

**1.) WSCC Implementation Funding Activity:** We have used up much of our IM funds, though we are still on budget for the FY. Approval of the NRI grant will help alleviate some of the bank stabilization TA funding required for the projects.

**2.) WSCC Natural Resource Investments Funding Activity:**

I've submitted all cultural resources funds to DAHP and the potentially associated tribes. I've received letters from DAHP confirming that they concur that no cultural resources are likely located at these sites; however, we do need to have an Inadvertent Discovery Plan at each site in case cultural resources are discovered.

No potential updates on other projects, though I did tour a potential project along over ½ mile of shoreline on the Little Spokane River. It will be a complete restoration project that I'm excited to work on.

**3.) POPUD Erosion Control and Cottonwood Funding:**

So far, we have 4 potential projects for the 2022 season. 4 bank stabilization projects have submitted permits to date. While there are 3 potential projects that would like to compete projects this year, they have not submitted permits.

**4.) WSCC Professional Engineering Funding Activity:**

There are two potential applicants we will submit applications for by the end of April. On the same day, we will have Gary take a look at the Skookum Creek Fish & Farm project to give his take and see if it's something he can engineer for us.

**5.) POC Voluntary Stewardship Implementation Funding Activity:**

- **Program Management:** I ended the first quarter and began the second quarter of the Program Management course. So far, it's going alright, but nothing groundbreaking (yet). We'll be working on a case study about the Baltimore Police Department, which I'm excited about. I attended in person for both classes.
- **Outreach:** I gave 2 VSP-related presentations in March: the first was a soil health presentation that I gave virtually for the Weed Board's Neighborhood Cost Share Program. The second was on March 30<sup>th</sup> about the Pend Oreille Valley Farm Tour for the Northeast Washington Tourism Workspace.
- **Monitoring:** On March 29<sup>th</sup>, Mary and I attended the WSU/WSDA Soil Health Initiative's training in Lind Washington on adequate soil health sampling. We will submit 20 samples to the Soil Test Consultants out of Moses Lake and will spend much of May collecting soil samples. We're excited to work with local producers, establish baseline soil health data, and monitor previously implemented soil health projects at least 1 year after completion.

**6.) DoE's WQAIP Grant with the Bead Lake Clean Water Association (BLCWA):**

No new news about the Bead Lake Clean Water Association Eurasian Milfoil Grant

## 7.) Secretary of State Archives Grant

Dyana completed the retention schedule and is working hard to go through all of our files... it's a daunting task, but She's doing very well and I'm so excited for us to accurately file/dispose of all physical file public records.

## 8.) Grant Applications

- **Salmon Recovery Funding (SRF) Board Irrigation Efficiencies Grant Application:** We will submit a preliminary design application for the installation of a fish screen and restoring the entire irrigation canal to a functioning, efficient system.
- **NACD Urban Ag Grant:** We have not yet heard back from NACD yet; we will contact them next week and will have word at our next meeting.
- **Ecology Water Quality Combined Funding:** No new news on this application; I will keep the board posted as I learn more.
- **FEMA Hazard Mitigation Grant Program:** By the time we meet, I will have submitted the application for the HMGP grant. I'll give a full update at the board meeting. It's been quite a ride, and we're requesting a LOT of money, but this has the potential to be one of the biggest projects in Eastern Washington.

## 9.) Shared Employee Reports

- **Mary's Monthly Report: Attachment 1**
- **Lisa's Monthly Report: Attachment 2**
- **Candy's Monthly Report: Attachment 3**
- **Dyana's Monthly Report: Attachment 4**

## 10.) To do list from meeting:

- **Commissioner title to be POCC moving forward:** Done.
- **Alex will solidify two additional examples and make decision on roof renovation:** Please see above in building update.
- **Board to send recommendations for annual plan by April meeting, and hold second meeting in May to approve:** This was not completed, though we will plan when we want a special meeting and when we hope to submit the annual report.
- **Purple air – set date for meeting; reach out to LRAPA for speaker?** We hosted the meeting on Thursday, March 31<sup>st</sup> and in all, it was a complete success! We hosted the Lane Regional Air Protection Agency and they were a wealth of information for all people in attendance. We've decided to partner with Selkirk Alliance for Science and Tri-County Health to install weather stations at the high school in the County. More to come on this!
- **Personnel committee to meet and review the Employee Handbook and Telework Policy to offer recommendations for March meeting:** No new news on this.

## FUTURE DATES

- April 10<sup>th</sup> – VSP quarterly report due
- April 15<sup>th</sup>-20<sup>th</sup> – Alex on vacation
- May 4<sup>th</sup> – Northeast Area Team meeting to discuss next fiscal year
- May 5-6 – Alex on vacation
- May 12<sup>th</sup> – POCD Board Meeting
- May 21<sup>st</sup> – Soil Health Stewards site visit
- May 30<sup>th</sup> – SAO Annual Report Due
- May 31<sup>st</sup> – Annual Report due to WSCC

District Manager

*Alex C-C*

Date

*4/8/2022*

## Mary's Report for March, 2022



### What Mary has been up to:

- Snow investigation on Mt. Spokane
- Two site visits
- Salmon Recovery Funding meetings
- Soil Health Stewards YouTube
- Air Quality meeting
- Online class – Writing about Research for Impact and Influence
- Board Meeting/Minutes
- VSP Meeting/Minutes
- Staff Meetings, Office Work, Office Cleaning, etc.
- (Also had the big Neighborhood Cost-Share Workshop for the Weed Board in March)



**Snow Investigations on Mt. Spokane (Check out the video on our YouTube channel)**



**Spring means more site visits!!!**



**Wetland area at McCloud Creek/Hwy 20**



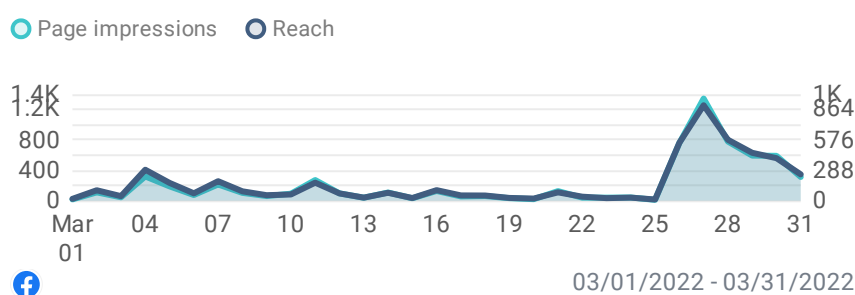
**Westover property near headwaters of Little Spokane River**

*Thank  
You*



Total page likes  
**562**

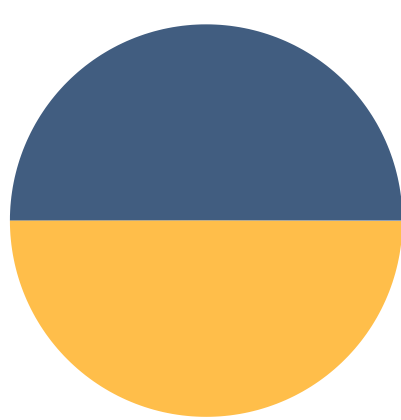
Total page likes over time



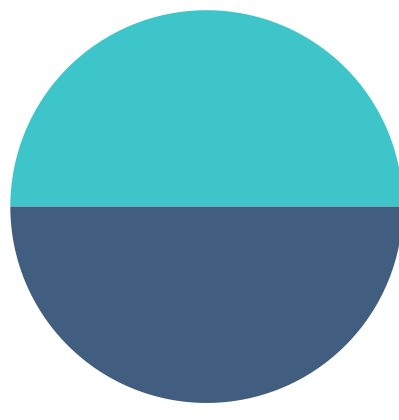
Reach  
**5,017**

Post unique impressions  
**5,648**

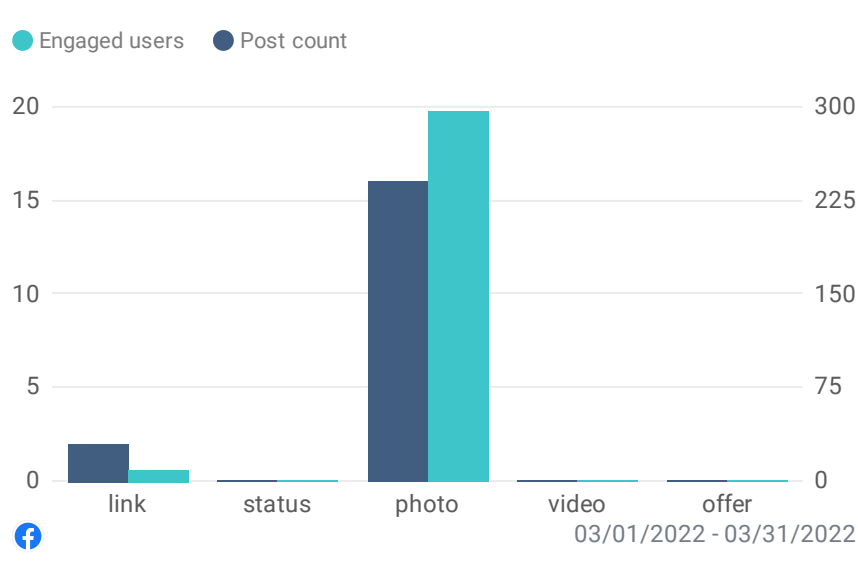
Unique Page Impressions by Type



Unique Post Impressions by Type



Post Distribution



Top weekday for posting  
**Saturday**

Top time for posting

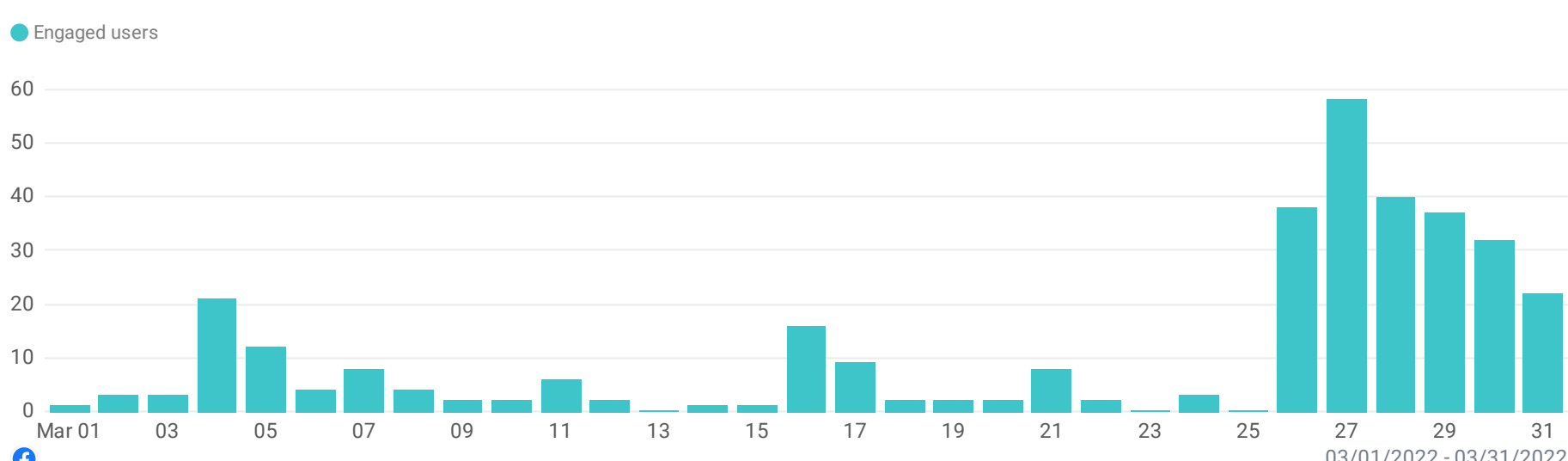
Top time for posting  
**18:30**

Each post on average receives

Unique average likes: 6.48 (81.44%)  
Unique average comments: 0.90 (11.38%)  
Unique average shares: 0.57 (7.19%)



Page Engagement Over Time



Page engagements

Number of people who clicked anywhere on the page.

Engaged users  
**341**

Organic impressions

Users who have engaged with your page through organic News Feed entries

Organic impressions  
**6,642**

Post Reach by Fans

Post reach by people who like your page.

Post unique impressions by fans  
**1,685**

Top Performing Cities

City	Reach
Newport, WA	986
Spokane, WA	299
Elk, WA	179
Priest River, ID	129
Usk, WA	106
Spokane Valley, WA	93
Cusick, WA	84
Colville, WA	78
Deer Park, WA	77
Ione, WA	66

TOP post insights

Message: Mushroom season has started! These are just a few of the many wild mushrooms fruiting in the northern hemisphere at this time of...

Post impressions: 1,885 | Post clicks: 110 | Post engaged users: 134

Message: "Companion planting" is a method of growing plants in a combination that benefits one or both plants. A companion plant may...

Post impressions: 1,147 | Post clicks: 55 | Post engaged users: 62

Message: We wouldn't mind seeing a little more yellow. Could you let dandelions grow? Or are you mowing/treating them?

Post impressions: 973 | Post clicks: 62 | Post engaged users: 75

Message: We are out here snowshoeing, digging snow pits and measuring snowpack with North Central High School on Mt Spokane! Keep your eye...

Post impressions: 472 | Post clicks: 21 | Post engaged users: 34

Message: Pro tip: take advantage of the nice weather today and open up your windows for a little bit! It can make massive improvements to your...

Post impressions: 264 | Post clicks: 5 | Post engaged users: 12

Message: It's invasive species week! Our friends at the weed board would like us to share our biggest threat, Flowering Rush. This species creates...

Post impressions: 137 | Post clicks: 4 | Post engaged users: 5

Message: Looks fun!

Post impressions: 128 | Post clicks: 32 | Post engaged users: 28

Message: We live in a pretty cool place don't we?

Post impressions: 118 | Post clicks: 11 | Post engaged users: 16



March 2022 admin report

First of the month, finish paying all bill from the pervious month.

Print all checks and get them ready for signatures.

Print grant vouchers for each grant.

Copy all items for each grant to get ready to scan and email out.

Payroll draw on the 15<sup>th</sup> of each month.

Last day of month payroll and travel.

End of each month pay 941 tax, for prior month by the 15<sup>th</sup>., and Dept of retirement report and payment done on April 1 paid on April 8th.

All Quarterly reports and payments, L&I, Employment security, FLMA, 941.

Transfer reports and grant information to shared drive.

First week of the month do bank reconciliation from prior month with all deposits and charges accounted for. Print.

Print treasures report, warrant report, receipt report, and employee accrual report.

Scan and upload all information to shared drive for monthly board meeting.

Organize all payment vouchers with original receipts, Mailing to POCD, for board member's signature. File one that have all signatures. (When I'm in the office)

File all grant vouchers in each grant binder. Copy deposit slip and EFT deposit with copy of receipt and put it with each voucher month & number, showing the voucher has been paid. File deposit slip in quarterly file. (When I'm in the office.)

Finished up the Annual audit, just waiting for Alex to go over with a Board member and the submit the report on SAO website.

## Dyana James: Deliverables for March, 2022

- WA State Archives Grant
  - Create retention schedule quick reference
  - Box up files - upstairs and office files
- Scan documents into monthly invoice and receipt efolder
- Match up vouchers with invoices and check stubs
- File paper documents
- Create new grant and program folders as needed
- Pick up mail from Post Office, scan and efile invoices received
- Take check(s) to bank for deposit, scan and efile deposit receipt(s)
- Pick up supplies



BLESSINGS!

*Dyana James*