

WEST BRANCH LITTLE SPOKANE RIVER WATERSHED COMMITTEE

Meeting Summary

Monday, March 26, 2007

Riverside Fire Station, 3818 E. Deer Park – Milan Rd., Riverside, WA

FINAL

Bryony opened the meeting at 6:30 p.m.

Attendees Present: Bill Harmon, Dick Anderson, Gil McGee, Greg Sweeney, Howard Rowley, Bev Rowley, Jeff Storms, Jamie Short, Mike Lithgow, Karen Averitt, Darrell Johnson, Mary Sterling, John Harkness, Russ Fletcher, Mike Carney, Kathleen Werr, Pam Zarko, Jill Short, Luke Short, Walt Edelen, Rob Lindsay, Sally Storms, Dan Peterson, Tammera Kirk, Lynne Anderson.

Introductions: Everyone introduced themselves. Bryony asked everyone to sign-in to the meeting and to check the information on the sign-in sheet for accuracy. Bryony introduced herself as the Committee's new facilitator and thanked those present for selecting her. Bryony's contact information is: Bryony Stasney, bstasney@golder.com, 208-676-9933 (office) and 208-755-1010 (cell).

February 26th 2007 Meeting Summary: The summary was approved by consensus of those present with the following changes / discussion:

- Page 1 - meeting start changed from 6:30 am to 6:30 pm.
- Page 2, paragraph 5 – additional language added to clarify formation of the Committee, including public meeting dates.
- Page 2, paragraph 7, 2nd sentence – the word “he” will be replaced with “Senator Morton”.
- Page 3, paragraph 1, 2nd sentence – the word “legal” will be replaced with “technical” to clarify Department of Fish and Wildlife's role on this project.
- Editorial changes (which the group agreed would be OK if Bryony addressed for the final version of the meeting summary).

The final February 2007 meeting summary will be posted on the WB LSR Committee website at: <http://www.spokanecounty.org/wqmp/projects/ASP/WestBranch.asp>.

The group discussed the intent of the \$75,000 grant and the letters supporting the grant. Jill Short noted that: 1) the letter from Senator Morton dated March 13, 2007 reaffirms that the \$75,000 grant given to the Pend Oreille Conservation District (POCD) is for Phase 1 planning of the Sacheen Lake West Branch of the Little Spokane River beaver problems; and, 2) Senator Morton's letter of May 1, 2006 to the Department of Ecology (Ecology) states that the purpose of this allocation is for Sacheen Lake West Branch of the Little Spokane River beaver problem. However, Jill noted that some on the Committee are saying that some of the funds are issued for the beaver problem and the rest of the funds are issued to assist the group with planning.

Russ said that he received a copy of the same letter and that he subsequently emailed Senator Morton. Senator Morton called back to Russ's office and said that he would be using the December 21, 2005 letter addressed to Senator Karen Fraser to guide how the funds would be allocated. This letter describes completion of the WBLSR Watershed Assessment in two phases: Phase 1 – Planning; and Phase II – Implementation. Russ provided a copy of this letter along with a letter dated February 1, 2007 from Senator Morton that requests a two-year appropriation for \$75,000 each year.

Russ said that there still seems to be a lot of confusion even though the POCD and Ecology wrote the grant based on communication with Senator Morton over the phone. The grant contract (Ecology Grant No. G0700057) is signed by Ecology (on 090106) and the POCD (on 082606). This grant includes a scope of work on pages 2 through 4. The facilitation work to assist the Committee with planning is scoped as Task 2 of the grant. This grant is the current guiding document for the West Branch Little Spokane River Watershed work.

Bryony confirmed with the Committee that no changes would be needed to the February 26, 2007 meeting summary to address these details but that this discussion will be noted in the March 26, 2007 meeting summary.

Russ said that he had talked to Karen Averitt and Ron Schmidt (Sacheen Lake Water and Sewer District) regarding the Sacheen Lake flooding problem and clearing out the beaver tubes. Ron said that there is still ice in the area and that the boat is too big to access the tubes. Russ said that he reminded Ron that the Sacheen Lake Water and Sewer District is responsible for clearing the tubes.

Greg Sweeney requested that Senator Morton's intent for the funding and dates associated with the grant request and subsequent appropriation be listed. Bryony confirmed with Greg that he is OK with this information being included in the March 26, 2007 meeting summary.

Public Comment:

- Karen said that she attended the Pend Oreille County Planning Commission meeting on March 25. The Commission is considering keyholeing. The next meeting is scheduled for April 5, 7 pm at the Newport Courthouse. Keyholeing refers to a large development of secondary lots around a waterbody that has only one point of access. This tends to increase impact to the lake and the neighbors. There are ways to control this via regulation.
- Rob Lindsay noted that the WRIA 55/57 Planning Unit will be meeting twice per month: on the first Wednesday of the month, 9 am – noon, at the Chattaroy Fire Station; and on the third Wednesday of the month, 9 am – noon, at the Spokane County Conservation District office.
- Greg noted that he and Mike made a motion at the last WRIA 55/57 meeting to postpone the WRIA 55/57 Planning Unit addressing the implementation items that relate to the Little Spokane River until this Committee has had a chance to

become familiar with these implementation items. The WRIA 55/57 Planning Unit is in the process of prioritizing implementation actions. Rob Lindsay suggested that Spokane County extract the recommendations relevant to the Little Spokane River so that the WBLSR Committee can rank the recommendations at their meetings. Rob agreed to provide this in time for the next WBLSR Committee meeting. Rob noted that there are a number of people who attend both the WRIA 55/57 Planning Unit and WB LSR Committee meetings so that there is good communication. It will be up to this group to provide recommendations to the WRIA 55/57 Planning Unit regarding WBLSR issues. This may require the Committee to also have two meetings per month.

- Daryl noted that there are six culvert – beaver tubes with screened mesh in the West Branch LSR below Sacheen Lake. The culverts are totally clogged with floating material.

Review and Approve Operating Procedures:

- Reviewed DRAFT Operating Procedures (2/23/2007)
- Page 1, Committee Membership, b) Membership Additions – the **group agreed by consensus** to include the following as the last sentence: *“Meeting agendas should contain a line item asking if any who have met the membership qualification wish to become official members.”*
- Page 1, Committee Membership, d) Membership Removals – the **group agreed by consensus** that membership removal would not occur automatically if a member failed to attend three consecutive meetings. A vote by the Committee will be needed to remove a member. Bryony will track if a member has not attended two consecutive meetings and will notify Russ. Russ will phone this member to let them know.
- Page 2, Committee Member Responsibilities, 4) – after discussion the **group agreed by consensus** to keep the existing language, *“If a Committee member cannot attend a meeting, it is his/her responsibility to assign an alternate representative and to catch up on missed information before the next meeting.”*
The group agreed on the following:
 - If needed, each member can designate an alternate prior to a meeting. The alternate must let the group know if they are a designated alternate at each meeting.
 - If a member sends an alternate, the attendance of the alternate at the meeting will count as meeting attendance for the member.
 - An alternate can be a current member. In this case, the member can have two votes: one vote on behalf of themselves and another vote as an alternate.
- Page 3, Committee Decision Making, In the event consensus cannot be reached, d) – after discussion, the **group agreed by consensus** to edit this section to: *“If requested, any Committee member participant present will be granted a designated time, agreed by consensus of the group at the meeting and not to exceed ten calendar days, to consult with his/her organization before such a deciding vote is cast.”*

- Page 4, Procedural Order of Committee Meetings, 7) – typo will be corrected to read: *“At the close, the facilitator will:”*
- Page 5, 3) Conflict of Interest – Bryony said that she checked the grant and felt that the conflict of interest clause in the grant is consistent with this section of the operating procedures. The difference is that the grant relates to Ecology and POCD staff (since Ecology and POCD are signatories to the grant) and this section of the operating procedures relates to all members of the WB LSR Committee. The **group agreed by consensus** to keep the language as written.
- **The group agreed by consensus to finalize the operating procedures.** Bryony noted that she would send out the final version and requested that the Committee review the final version and make sure that the edits are made in accordance with this meeting.
- The group discussed communication between meetings. The group agreed by consensus to allow open email / phone / written communication. However, decisions can only be made at meetings. Bryony noted that if she receives an email that she feels should be sent to the group, she will forward it on to the email list. Bryony said that she would not mail out email information to Committee members.

Issue Identification: Bryony let the group know that she had spoken to Michele Vazquez earlier in the day. Michele said that the group would be ready at this meeting to list their watershed issues. The group agreed. Bryony defined an issue as any concern / problem / challenge that the group could consider potentially developing implementation actions to address in the future. Bryony asked those present to write their issues clearly and concisely on to the pieces of sticky paper provided and to post their issues on to the large white papers (taped to the wall) under the appropriate categories.

There was discussion on limiting the issues to water quality, water quantity, storage and habitat issues relevant to WRIA 55/57 so that the group does not get off track. Bryony suggested that the group not limit their issues at this stage. The group agreed to list all their concerns at this stage. Greg noted that there is no reason why the lake groups could not address some issues in the future that may be important to them but not a priority for the Committee as a whole. Bryony noted that prioritization to address issues that are relevant to the WRIA 55/57 process will occur over the next few series of meetings using ranking criteria that includes consideration of the WRIA 55/57 process.

Large pieces of white paper were placed around the room with geographic category headings (e.g., Entire WBLSR Watershed, Tributaries to Diamond Lake, Diamond Lake etc.). Those present posted their issues under the appropriate categories. The issues posted were taped to the white paper. Those present agreed that the white papers should be put around the room again at the next meeting so there is another opportunity for people to post their issues. Bryony said that she would provide a draft verbatim list of the issues for review at the April 2007 meeting. At the next meeting the group should be prepared to start working on consolidating the issues.

Public Comment:

- Pam Zarko noted that the 032007 Spokesman Review article on the House Budget proposal included "\$3.6 million toward preserving critical habitat on the west branch of the Little Spokane River." Russ said that this may be for WDFW to purchase property. Russ said he did not think that this was related to the WBLSR Committee's project. Greg Sweeny noted that the omnibus funding bill is PSHB1092 passed on March 19 out of the House.
- There was discussion about Golder's facilitation scope and budget. Bryony stated that her scope and budget for the facilitation project is documented in her proposal (submitted in response to the Committee's request for qualifications) and also in Golder's contract with the POCD. This scope and budget includes twelve meetings (preparation for meetings, meeting attendance and meeting summary) and a report documenting development of issues, objectives and recommendations. The contracted cost for the scope is \$39,765. Bryony passed out a copy of her proposal. Bryony also noted that she has a backup facilitator (Lisa Dally Wilson from Golder Associates) in the event that she is sick. A member of the selection committee noted that all three candidates for the facilitation position had estimated hours for meetings etc.. Each candidate said that they were flexible with allocation of the hours, so that hours could be reallocated as needed to address the needs of the Committee.
- Rob Lindsay noted that emails can really chew into the facilitator's time. Rob noted that Spokane County, Spokane County Conservation District and the POCD all have grants to hire facilitators. Rob said that we do not expect our facilitators to be able to respond to every email. In most cases, the facilitator will send the email on to the grant administrator to address. The facilitator should be expected to prepare for, conduct and complete follow up for meetings and should not be expected to address Committee Member concerns via email. Bryony said that she would not be spending her time responding to numerous emails. Instead Bryony said she would likely forward emails on to Russ and would ask Russ to be prepared to talk about the emails, especially if a number of people have the same concern via email. Bryony said that she will not spend a lot of time dealing with emails since this is not her role on the project. Bryony said that her role is to help the Committee through issue identification, prioritization and identification of solutions to issues.
- Dan Peterson said that he understood the intent public comment as a time for non-Committee members to inform the Committee of items. The group agreed. Dan noted that this agenda item has been used tonight for announcements and items of interest.

Membership:

- Bryony informed that group that she will review the meeting summaries provided by the POCD and will prepare a draft attendance summary for review at the April 2007 meeting.

Next Meeting:

- Next meeting will be held on Monday April 23, 2007 at the Riverside Fire Station, 3818 E. Deer Park – Milan Road, Riverside, WA.
- Agenda items for the next meeting will include:
 - WRIA 55/57 Detailed Implementation Plan status update.
 - Review of WRIA 55/57 Implementation Matrix - for recommendations that are relevant to the West Branch of the Little Spokane River Watershed.
 - Issue identification – opportunity to post additional issues and review of verbatim list of issues.
 - Issue consolidation – if time allows.
 - Membership – review of meeting attendance to date.
- Tasks:
 - Rob Lindsay will email Bryony with the WRIA 55/57 Implementation Matrix recommendations that are relevant to the West Branch of the Little Spokane River Watershed.
- Announcements:
 - The WB LSR Committee May 2007 meeting will be held on May 21, 2007.

Adjourn:

- The meeting was adjourned at 8:45 pm.
- Digital recording files for this meeting will be mailed to Carolyn Russel. Digital recording files of this meeting are:
 - WBLSR Committee 032607a.wav
 - WBLSR Committee 032607b.wav
 - WBLSR Committee 032607c.wav