

NEWMAN LAKE FLOOD CONTROL ZONE DISTRICT (NLFCZD)

Advisory Board Meeting Minutes

March 22nd, 2017

PRESENT

- Advisory Board (AB) Members Present - Lorne Burley, Eric Dahl, Mike Frasco, Jerry Le Grand, Kelli Lemley, Suzanne O'Connell, Dennis Rewinkel, Wayne Smith
- County Staff - Randy Kirk, Matt Zarecor
- Community - Karen Stebbins, Tom Stebbins, Karen Taff, Connie Cain, Marianne Wood

MEETING ROLES

- Chair - Lorne Burley
- Minutes - Eric Dahl

Abbreviations:

AB - Advisory Board

District - Newman Lake Flood Control Zone District

MOTIONS MADE

Motion description, result of motion vote, and how each voting member voted.

Motion #1 - The AB accepted the minutes from the February 9th, 2017 meeting.

- Result: Approved
- Vote: Unanimous

Motion #2 - The AB will chair it's own meetings and assign a chair. Lorne will chair the 3/22/2017 meeting and Eric will chair the next three.

- The AB will vote in future meetings for a future chair.
- Result: Approved
- Vote: Unanimous

Motion #3 - The AB will handle taking it's own minutes, either by selecting a board member to take minutes or by delegating that role to someone else the board selects.

- Eric will take minutes for the 3/22/2017 meeting to prepare to chair the next meeting.
- A board member or other delegate will be assigned to takes notes for the following meeting at each board meeting with the caveat that they always have the right to pass.
- Suzanne or Dennis will take minutes for the next meeting.
- Result: Approved
- Vote: Unanimous

Motion #4 - The AB will seek to follow a relaxed version of Robert's Rules to guide meeting decorum, but won't seek strict conformance to it.

- Specific items highlighted - Address one topic at a time and get it resolved before taking on other items. Personal remarks are out of order. Keep discussion relevant to the item at hand. Speak when it's your turn and don't interrupt.
- Lorne chaired the 3/22/2017 meeting following this relaxed version of Robert's Rules (spirit of the rules, not the letter).
- Result: Approved
- Vote: Unanimous

Motion #5 - The AB will use the meeting minutes format proposed by Lee Tate that corresponds to Robert's Rules meeting decorum to improve the turnaround time on publishing minutes.

- Minutes will be broken down into five sections: general meeting details (e.g. date), motions made, actions taken, discussion topics, and new business.
- This new format will be used for the 3/22/2017 meeting minutes.
- Result: Approved
- Vote: Unanimous

Motion #6 - District staff will put a link to the FTP board document site on the county website so the community can more easily access all appropriate board documents.

- Result: Approved
- Vote: Unanimous

ACTIONS TAKEN

Actions agreed upon, to whom assigned, and due date for action if defined (in this meeting).

#	Description	Assignee	Due
1	Define who the new administrator is and let the board know (Chad Coles is County Engineer)	Matt Z.	Done
2	Facilitate conversation between Karen Stebbins and Karen Kruger around the milfoil meeting planning and see if the meeting date should be pushed back.	Matt Z.	ASAP
3	Work with appropriate people to get and hang banners for Summer season. (Banners have been hung.)	Mike F.	Done
5	Work with NRCS to setup a time/date to talk with them further. (Meeting scheduled for 4/17.)	Randy	Done
6	Plan a dike tour/walk as part of the September 2017 meeting.	Randy	
7	Develop and share protocol for community water sampling plan.	Jerry	
8	Work with appropriate commissioner to get a meeting with the two people on the health board she mentioned that can help with water quality issues.	Jerry / Dennis	Shelly is out

9	Schedule AB community meeting.	Jerry	
10	Create agenda for the AB community meeting.	Dennis /Jerry	
15	Work with Tom and Karen Stebbins to get survey feedback on the district newsletter.	Eric	
17	Complete and share next draft of policy and procedures manual to collect feedback and iterate on a second draft.	Randy	June

[Running list of action items >>](#)

DISCUSSION TOPICS

Topics of old business that were discussed, but not the full detail of those discussions.

- Lake level update - Randy provided an update on lake level and current efforts to manage it.
- Upcoming work needing to be done -
 - Trash rack, gates, and control mechanisms need to be painted this summer
 - Need to replace logs on log boom
 - Need a place to store county boat - Wayne volunteered space on his property.
- Update and discussion about water quality and sewage issues at Honeymoon Bay specifically - No government agency willing or able to mitigate the issue (lack teeth). Significant discussion around alternatives we can take action on, ranging from local to state legislative options.
- Update and discussion of lake water quality in general.
- Update on Assistant Technician position the county is currently recruiting for.
- Update on policy and procedures manual status, creation process, and sharing approach.
- Discussion on September meeting - talked format, set tentative date of 9/13 depending on when the dike walk is possible.
- Discussed milfoil meeting - ensure county staff is collecting feedback from community members appropriately, meeting format and dates.
- Update on NRCS dike assessment, discussed various unanswered questions, and next steps. Need to set up meeting with NRCS and interested AB members (see action item).
- Discussion on how the board works with other community groups and what the scope of the board is in relation to other groups.
- Update and discussion on erosion issues and opportunities to lower the lake level to help control erosion - Lorne shared past analysis and proposal to the Board of County Commissioners.

NEW TOPICS

Any new topics brought to the board by any attendee (that don't fall under the previous sections).

- No new topics addressed.