

NEWMAN LAKE FLOOD CONTROL ZONE DISTRICT (NLFCZD)

Advisory Board Meeting Minutes

May 18, 2017

PRESENT

- Advisory Board (AB) Members Present - Lorne Burley, Eric Dahl, Mike Frasco, Jerry Le Grand, Suzanne O'Connell.
- County Staff - Randy Kirk, Marianne Barrentine, Chad Coles
- WSU Consultant - Barry Moore
- Community - Karen Stebbins, Tom Stebbins, Karen Taff, Connie Cain, Marianne Wood, Bob Roberts, Lee Tate, Jacob Kammers

MEETING ROLES

- Chair - Lorne Burley
- Minutes - Suzanne O'Connell

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 motioned to have Lorne take the position of AB chair for the next 2 meetings.

- Result: Approved
- Vote: Unanimous

Motion #2 - The AB accepted the minutes from the March 22, 2017 meeting.

- AB commented that the use of Google Docs in the formatting of minutes and the collaborating editing tool were beneficial and should remain in use.
- Eric was asked to provide further instructions on how to use Google Docs.
- Lorne asked that the minutes be typed and sent out to AB and Staff for their editing, with the intent that the final minutes be completed within 2 weeks of the AB meeting and be provided for the community to read.
- Suzanne offered to take the minutes and complete them for the AB/Staff to approve within the time allocated.
- Result: Approved
- Vote: Unanimous4

Motion #3 - Randy will (A) provide a line by line explanation, similar to what Jane previously provided, between the 2017/2018 budget and (B) more clarification on staff salary breakdown of both professional and minimal legal requirements

- Result: Approved
- Vote: 4-yes 1-abstain

Motion #4 - With the work being completed in Motion #3, Randy will back out the 5% increase in Flood Control assessments and the 10% increase in Water Quality assessments.

- Result: Approved
- Vote: 4-yes 1-abstain

ACTIONS TAKEN

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

<u>#</u>	<u>Description</u>	<u>Assignee</u>	<u>Due</u>
<u>1</u>	<u>Define who the new administrator is and let the board know (Chad Coles is County Engineer)</u>	<u>Matt Z.</u>	<u>Closed</u>
<u>2</u>	<u>Facilitate conversation between Karen Stebbins and Karen Kruger around the milfoil meeting planning and see if the meeting date should be pushed back.</u>	<u>Matt Z.</u>	<u>Closed</u>
<u>3</u>	<u>Work with appropriate people to get and hang banners for Summer season. (Banners have been hung.)</u>	<u>Mike F.</u>	<u>Closed</u>
<u>5</u>	<u>Work with NRCS to setup a time/date to talk with them further. (Meeting scheduled for 4/17.) Dennis has extra copies of information from this meeting if needed.</u>	<u>Randy</u>	<u>Closed</u>
<u>6</u>	<u>Plan a dike tour/walk as part of the September 2017 meeting.</u>	<u>Randy</u>	
<u>7</u>	<u>Develop and share protocol for community water sampling plan.</u>	<u>Jerry</u>	<u>Closed</u>
<u>8</u>	<u>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. Dennis will place his information with May AB minutes in order for community to have access to this information.</u>	<u>Jerry / Dennis</u>	<u>Closed</u>
<u>9</u>	<u>Schedule AB community meeting</u>	<u>Jerry</u>	<u>July 12</u>
<u>10</u>	<u>Create agenda for the AB community meeting.</u>	<u>Dennis</u>	

		/Jerry	
15	<u>Work with Tom and Karen Stebbins to get survey feedback on the district newsletter. Eric will obtain what the priorities of the Newman Lake Community are for the budget.</u>	Eric	
17	<u>Complete and share next draft of policy and procedures manual to collect feedback and iterate on a second draft. Additional comments to be added need to be in to Randy by June 30</u>	Randy	June 30

[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 - Discussion pertained to staff cost in checking water level. Was checked daily only due to flooding. Usually checked once a week.
- Upcoming work needing to be done - 50% or all of sump may need to be cleaned due to the unusual quantity of runoff containing debris.
- Assistant Technician position to help Dean is Tom Dettweiler. For budget purposes, Dean's position takes 18 staff days/year. States in Policy/Procedure Manual that water level must be taken by staff member so AB member cannot volunteer to do it.
- Alum - 4 loads have been put into the lake. A 5th load is being maintained in the tank but further alum injection will not be done until the lake starts to turn over and mix later this year according to Barry Moore.
- 1000 hour services were completed on the two air compressors, an 8000 hour service on the older oxygenator and annual service on the portable air compressor. Services provided by Rogers Machinery.
- Thursday, May 25, 2017, Joe Henessey will be out at 1:00p.m. to do Air-Sep annual inspection. AB invited.
- For ACTIONS TAKEN list, Lorne suggested list be kept to pertinent items. List will assist Community in being aware of what AB is doing and accomplishing.
- NCRS is planning to meet with Dam Safety. AB invited to attend and Marianne will notify AB when date/time/location selected.
- Update on policy and procedures manual status, creation process, and sharing approach. Input needs to be in to Randy by June 30, 2017.
- September meeting. On ACTION list. Discussion of a tour of compressor building and other District facilities will take place at next meeting. Parking, quantity of people will be discussed.

NEW TOPICS

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

- Budget - Randy began budget discussion. See Motion #3 pertaining to what will be provided to the AB.
- AB will be having a separate meeting to discuss budget priorities with goal of getting the budget remaining at \$200,000.