

**Snohomish Conservation District
Board Meeting Minutes
Tuesday, August 27, 2019**

Present:

Mark Craven, Board Chair
Libby Reed, Board Member
Cindy Dittbrenner, SCD Staff
Kate Riley, SCD Staff

Steve Van Valkenburg, Board Member
Jeff Ellingsen, Board Member
Bobbi Lindemulder, SCD Staff
Kari Quaas, SCD staff

The meeting was opened at 6:16 pm by Board Chair Mark Craven. There were no revisions to the agenda items for the meeting.

Guest and Staff Introductions

Introductions were made.

Approve July 16, 2019 and August 9 Special Meeting Minutes

Jeff Elligson moved to accept the July 16, 2019 Regular Board Meeting minutes. Steve VanValkenburg seconded the motion. The motion passed unanimously. Libby Reed moved to accept the August 9, 2019 Special Meeting Minutes. Jeff Ellingson seconded the motion. The motion passed unanimously.

Partner Presentations and Discussion

There were no partner presentations.

FSA and NRCS Reports

There were no reports from either Farm Service Agency or the Natural Resources Conservation Service.

Staff Reports

Kari Quaas commented on District workload and stress due to limited staff capacity. Conversation ensued regarding the short and long-term efforts to address these concerns. The board is moving forward as quickly as possible to alleviate pressures, and is committed to and cognizant of the great staff at SCD.

Cindy Dittbrenner provided an update on the Ag Resiliency Plan. A timeline is being decided on for the Steering Committee to incorporate stakeholder feedback. The board invited Cindy back to more fully review the Plan before publication.

Focus on Farming

Bobbi Lindemulder recommended a sponsorship to support Focus on Farming efforts. The board acknowledges the importance of SCD participating and suggested a \$3,000 sponsorship for 2019.

Steve Van Valkenburg moved to sponsor Focus on Farming at \$3,000 for 2019. Jeff Ellingson seconded the motion. The motion passed unanimously.

NRCS office space

Bobbi Lindemulder is working with Sara Tanuvassa (NRCS) on acquiring farm planner space in the NRCS wing. The request has been made to the State office. Updates will continue.

Committee Reports

Sustainable Lands Strategy (SLS):

David Roberts, the new facilitator is in place. The board was presented with his Interview Findings.

Citizen Advisory Committee

There was nothing new to report.

Ag Board

Bobbi Lindemulder provided an update from the last meeting, which was held at the Monroe Fairgrounds following the Farmer Breakfast. Most of the conversation was based on an in-depth update to the board by David Roberts from SLS. Bobbi provided a SCD update, farm bill opportunities and timelines, and Executive Director position moving forward.

Farm Bureau

No update provided.

WACD

WACD Executive Director interviews are this week, and they are hoping to offer to new hire next week. A number of area positions are open, and they are looking for supervisors to run.

Policies

There were no new policies for review or action.

Building and Office Space

The building search is currently on hold.

5-Year Plan

No update was given.

Washington Conservation Commission (WCC)

The August meeting on elections in Ellensburg has been cancelled. CAPP is deferred until September.

Puget Sound Conservation District (PSCD) Caucus

A PSCD Coordinator has been hired and is under contract. There has been a request by some to spend some time on their October 8th meeting on District elections.

New Committees

- Finance Committee (Steve Van Valkenburg, Jeff Ellingsen, and Clayton Smith). No update.
- Salary Committee (Libby Reed, Mark Craven, and Clayton Smith). No update.
- Election/Appointment Committee (Libby Reed & Jeff Ellingsen). No update.

Manager's Report

Kate Riley provided the update:

- Program managers are working on the 2020 budget process.
- Orca Recovery Day will be on Oct. 17, 2019. SCD will be hosting a second event at Woods Creek and partnering with Snohomish County MRC for an Orca-related lecture. SCD is working closely with Pierce CD for a big media effort through tv, radio, and Better Ground social media.
- A legislative tour is scheduled with Jesse Salomon of the 32nd district on Oct. 15th.
- The presentation for the NW Area meeting was discussed.
- Interviews for the Admin/Finance Assistant are taking place, and interviews will continue until filled.
- Business Operation Director position is ready to be announced. The board confirmed they would like a similar review process as the Executive Director position.

Financial Reports

Steve Van Valkenburg **moved** for the payment of vouchers/warrants: EFT's and checks #9417 - #9460 totaling \$281,965.11; and to accept and approve the August 2019 Receipt Register, Check Register, and Treasurer's Report. Libby Reed **seconded** the motion. The motion **passed** unanimously.

Steve Van Valkenburg reviewed the bank statements.

The Board of Supervisors reviewed:

- Outstanding Invoices
- Employee vacation and sick leave as of August 9, 2019
- Chevron/Texaco statement dated July 23, 2019

Agreements and Contracts

Steve VanValkenburg **moved** to approve cost share agreements with:

- Dorothy Regram
- John Deck farm
- Karl Hereth
- Andrew Albert
- Dan Bartelheimer
- Gary Lund

Cost share final signature with:

- None

Cost share payments to:

- None

Contracts/inter-local agreements with:

- Community-based Stormwater Services for Diversity (ECOSS)
- Stormwater Action Team Subcontractors (Skagit CD)
- Commercial Property Engagement in Bear/Little Bear (DOE)
- Washington Conservation Corps agreement No. WCC-1936 (DOE)
- Jennings Park Phase 2 (City of Marysville)

Purchase Orders over \$25,000 for:

- None

Additional project approval:

- None

Libby Reed **seconded** the motion. The motion **passed** unanimously.

Snohomish County Rate and Camano Island Assessment Updates

- Island County Commissioners will hold their public meeting September 24th on the Rates and Charges in Coupeville. It will be televised at the Camano Annex and people can provide public comment from there. Staff will attend both locations.
- SCD and the board has met with Sam Lowe, Brian Sullivan, and Stephanie Wright from the Snohomish County Council regarding the

upcoming Rates and Charges. Nate Nehring will be met with on September 24th.

Mark Craven closed the meeting at 8:20 pm

Executive Session ~ Pursuant to RCW 42.30.110(1)

Executive session began at 8:25 pm

Miscellaneous Reports and Set Next Meeting Date

Steve Van Valkenburg **moved** that the September 2019 Board Meeting be held on Tuesday, September 17, 2019 at 6:00 pm at the District office and that proper notice be distributed to the public; and that the meeting be adjourned. Libby Reed **seconded** the motion. The motion **passed** unanimously.

Meeting was adjourned at 9:30 pm.

SUMMARY OF OFFICIAL ACTIONS

Jeff Elligson **moved** to accept the July 16, 2019 Regular Board Meeting minutes. Steve Van Valkenburg **seconded** the motion. The motion **passed** unanimously. Libby Reed **moved** to accept the August 9, 2019 Special Meeting Minutes. Jeff Elligson **seconded** the motion. The motion **passed** unanimously.

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Chairman Mark Cram Date 9-17-19

Secretary Roberta L Lindemulder Date 9/17/19