

**Snohomish Conservation District
Board Meeting Minutes
Tuesday, November 19, 2019**

Present:

Mark Craven, Board Chair
Libby Reed, Board Member
Linda Lyshall, SCD staff
Carrie Brausieck, SCD Staff
Kari Quaas, SCD Staff

Steve Van Valkenburg, Board Member
Jeff Ellingsen, Board Member
Holly Lund, SCD Staff
Jean Fike, WCC

The meeting was opened at 5:15 pm by Board Chair Mark Craven. There were no revisions to the agenda items for the meeting.

Approve October Board Meeting Minutes with the following revisions:
Staff Report by Eric Schuh changed to dairy plan for Chuck Sturniolo on Fred Soler property.

Jeff Ellingsen moved to accept the October 15, 2019 Regular Board Meeting minutes with revision. Steve Van Valkenburg seconded the motion. The motion passed unanimously.

Staff Recognition

Carrie Brausieck was recognized as the recipient of our 5-year Award. She shared her work on small crop and livestock programs. Her new Ad Forestry program is going great and other counties and organizations have been reaching out to her. The Board shared appreciation for her growing programs and expanding the work of our team.

Conservation Leaders

Kari Quaas Proposed Slate of Conservation Leaders of the Year to be awarded April 23, 2020.

Kari will continue to work on the search for Youth Leaders.

There were no concerns or questions from the Board

Elections and Appointments

Jeff Ellingsen moved that the Date for next Board Election be held February 18, 2020. Steve Van Valkenburg seconded the motion. The motion passed unanimously.

Resolution #2019-0011 appoints Holly Lund as the new Elections Supervisor for SCD. Libby Reed moved to approve the resolution. Steve Van Valkenburg seconded the motion, and it passed unanimously.

Committee Reports

Citizen Advisory Committee

SCD Board would like our cooperator's input for direction moving forward.

Ag Board

There was nothing new to report.

Farm Bureau

Linda Lyshall and Bobbi Lindemulder attended and reported it was a great meeting.

WACD

Annual Meeting will be attended by Linda Lyshall and Mark Craven.

PSCDC

Linda Lyshall reported that the Puget Sound Conservation District Caucus schedule is changing and we're adapting.

Washington Conservation Commission (WCC)

Jean Fike shared that there are new staff changes

Building and Office Space

Linda Lyshall reported that she is looking at new possible properties.

Financial Reports

Steve Van Valkenburg moved for the payment of vouchers/warrants: EFT's and checks #9563 - #9629 totaling \$484,699.74; and to accept and approve the October 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 October 2019

Resolution #2019-0012 will authorize as Signers on Financial Accounts:

Mark Craven, Steven Van Valkenburg, Libby Reed, Linda Lyshall,
Bobbi Lindemulder, Sarah Jones

Libby Reed moved to approve the resolution. Steve Van Valkenburg seconded the motion, and it passed unanimously.

Snohomish County Rate and Camano Island Assessment Updates

Linda Lyshall announced that our Rates were passed in Snohomish and Camano which was good news. The Treasurer's fee was increased, however, which concerns the Board. Mark Craven and Linda Lyshall will be looking into this for 2020.

Agreements and Contracts

Libby Reed moved to approve the Contracts/ILA and Cost-Share:

Contracts and Amendments

BIAS software (annual subscription)
Jennings Park Phase II (DOE)
Joey Johnson (Crep maintenance)
Sound Horsekeeping Snohomish County (DOE)
VCC contract
SLS Project Integration Team Lead (Amendment #3)
Pegram (Riparian Restoration)

Cost Share

Scoville(Livestock Fence)
Breum Farms LLC (Cover Crop Planting)
Arlington Christian School (Rip native buffer planting)

Steve Van Valkenburg seconded the motion. The motion passed unanimously.

Additional project approval:

Linda asked for consent to apply for the Trafton Floodplain acquisition. The Board approved.

ED Report

Linda Lyshall shared a summary of her organizational assessment she conducted with all SCD staff.

Other Reports and Important Dates

Holiday Party will be held Friday, December 13, 5:30 – 8:30 pm at North Creek Christian Fellowship, 21300 99th AVE SE, Snohomish, WA 98296. Mark Craven and Linda Lyshall will supply the main course. Staff will provide salads and desserts. New staff will entertain us and there will be an auction to raise funds for SCD Sunshine committee.

NACD meeting in 2020 will be held in Los Vegas. Mark Craven, Linda Lyshall and possibly Libby Reed would like to attend if funding is available. Steve Van Valkenburg moved to approve the request. Jeff Ellingsen seconded the motion. The motion passed unanimously.

Executive Session ~ Pursuant to RCW 42.30.110(1)

The board reviewed an on-going personnel concern and discussed solutions.

Executive session began at 7:15pm and ended at 7:30pm, and the meeting was adjourned.

SUMMARY OF OFFICIAL ACTIONS

Jeff Ellingsen moved to accept the October 15, 2019 Regular Board Meeting minutes with revision. Steve Van Valkenburg seconded the motion. The motion passed unanimously.

Jeff Ellingsen moved that the Date for next Board Election be held February 18, 2020. Steve Van Valkenburg seconded the motion. The motion passed unanimously.

Resolution #2019-0011 appoints Holly Lund as the new **Elections Supervisor** for SCD. Libby Reed moved to approve the resolution. Steve Van Valkenburg seconded the motion, and it passed unanimously.

Resolution #2019-0012 will authorize as **Signers on Financial Accounts:**

Mark Craven, Steven Van Valkenburg, Libby Reed, Linda Lyshall,
Bobbi Lindemulder, Sarah Jones

Libby Reed moved to approve the resolution. Steve Van Valkenburg seconded the motion, and it passed unanimously.

Steve Van Valkenburg moved for the payment of vouchers/warrants: EFT's and checks #9563 - #9629 totaling \$484,699.74; and to accept and approve the October 2019 Receipt Register, Check Register, and Treasurer's Report. Libby Reed seconded the motion. The motion passed unanimously.

Libby Reed moved to approve the Contracts/ILA and Cost-Share:

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Arlington Christian School (Rip native buffer planting)

Steve Van Valkenburg **seconded** the motion. The motion **passed** unanimously.

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Steve Van Valkenburg **moved** to approve the request. Jeff Ellingsen **seconded** the motion. The motion **passed** unanimously.

Chairman Mark Craven Date 12/17/19

Secretary Libby Reed Date 12/17/19