

1 **Snohomish Conservation District**  
2 **Board Meeting Minutes**  
3 **Tuesday, February 26, 2019**  
4

5 **Present:**  
6

7 Mark Craven, Board Chair                      Steve Van Valkenburg, Board Member  
8 Jeff Ellingsen, Board Member              Libby Reed, Board Member  
9 Clayton Smith, Associate Board Member   Taylor Pesce, SCD Staff  
10 Joe Crumbley, SCD Staff                      Monte Marti, SCD Staff  
11

12 The meeting was opened at 6:05 pm by Board Chair Mark Craven. There were  
13 no revisions to the agenda items for the meeting.  
14

15 **Guest and Staff Introductions**  
16

17 Introductions were made, and guests provided self-introductions.  
18

19 **Approve January 2019 Board Meeting Minutes**  
20

21 The January 15, 2019 Board Meeting minutes were reviewed. Steve Van  
22 Valkenburg moved to accept the January 15, 2019 Regular Board Meeting  
23 minutes. Libby Reed seconded the motion. The motion passed unanimously.  
24

25 **Public Comment**  
26

27 No public comment was provided.  
28

29 **Partner Presentations and Discussion**  
30

31 No partnership reports were provided.  
32

33 **FSA and NRCS Reports**  
34

35 NRCS shared an email report, and there was no Farm Service Agency report.  
36

37 **Staff Reports**  
38

39 Taylor Pesce provided a self-introduction and provided a summary of his  
40 program activities.  
41

42 Joe Crumbley provided a self-introduction and provided a summary of his  
43 program activities.  
44

45 **Committee Reports**  
46

47 **Sustainable Lands Strategy (SLS):**  
48



49 The Board discussed project package development for multiple benefit  
50 projects, and the value of having the agriculture community at the table.  
51 The next Executive Committee meeting will be on March 14, 2019.

52  
53 **Citizen Advisory Committee**

54  
55 There was nothing new to report.

56  
57 **Ag Board**

58  
59 The February meeting was cancelled due to weather.

60  
61 **Farm Bureau**

62  
63 The February meeting was cancelled due to weather.

64  
65 **WACD**

66  
67 Mark Craven attended the WACD Board meeting on January 29. Mark  
68 Craven and Monte Marti participated at the WACD Legislative Days on  
69 January 28 and 29.

70  
71 **Policies**

72  
73 The Board would like to move forward with the approval of the Associate  
74 Board Supervisor Policy at the March Board meeting.

75  
76 **Building and Office Space**

77  
78 Brett deVries continues to explore financing options and building locations.

79  
80 **5-Year Plan**

81  
82 There was nothing new to report on the 5-Year Plan.

83  
84 **Washington Conservation Commission (WCC)**

85  
86 Mark Craven and Monte Marti attended the WCC tour and meeting on  
87 Whidbey Island January 16 and 17.

88  
89 The Board reviewed Conservation Accountability and Performance  
90 Program Standard 3: Board Governance and Policies; Best Practices C  
91 (Supervisor Participation, Vacancy Filling, Quorum) and D (Board  
92 Effectiveness and Development).

93  
94 **Puget Sound Conservation District (PSCD) Caucus**

95  
96 Monte Marti facilitated the PSCD conference call on Monday, February 25,  
97 2019. The next meeting is scheduled for Monday, March 28 in Edmonds.



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## New Committees

- Finance Committee (Assignments: Steve Van Valkenburg, Jeff Ellingsen, Fraser Sime, and Clayton Smith). No meeting was scheduled between board meetings.
- Salary Committee (Assignment: Libby Reed, Mark Craven, Fraser Sime, and Clayton Smith). The Committee met via conference call on February 11, 2019. A future meeting will be scheduled once additional material is secured from other CDs going through similar processes (or have gone through similar efforts in the last 12 months).
- Election/Appointment Committee (Assignments: Libby Reed & Jeff Ellingsen). No recent meeting and nothing planned.

Libby Reed moved to approve and sign Resolution #2019-0006 (Automatic Re-Election of Incumbent). Jeff Ellingsen seconded the motion. The motion passed unanimously.

## Manager's Report and Board Meeting Revisions/Enhancements

A recap of the Plant Sale will happen at a future Board meeting. The Board is currently supportive and will continue to evaluate options and concerns.

Libby Reed and Mark Craven participated on a call with the Washington State Conservation Commission staff to discuss the District's organizational assessment. The Commission will support this effort, and will continue employee interviews prior to a full meeting the last week of April or early May.

The Better Ground Showcase is scheduled for Thursday, April 25 (5 pm – 8 pm) at the Brightwater Center.

Jeff Ellingsen moved to approve the full list of award recipients for the Better Ground Showcase recognition. Steve Van Valkenburg seconded the motion. The motion passed unanimously.

A new Habitat Coordinator will be starting work on Monday, March 4, 2019 and his name is Thomas Bulhuis.

Steve Van Valkenburg moved to approve the training request for Thomas Bulhuis. Libby Reed seconded the motion. The motion passed unanimously.

I received a call from one person concerned that the NEXUS will no longer be provided as a print copy. It was suggested that copies of the new monthly e-newsletter could be printed off at local Sno-Isle libraries.

I received a couple of calls about the District's rate proposal in the old Stillaguamish Clean Water District.



147 Jeff Ellingsen moved to approve an increase in the OPUS Bank ACH/Payroll limit  
148 to \$132,000 per month. Libby Reed seconded the motion. The motion passed  
149 unanimously.

150

151 The next District Manager/Executive Director state-wide meeting is scheduled for  
152 Thursday, February 28 in Olympia.

153

### 154 **Financial Reports**

155

156 Steve Van Valkenburg moved for the payment of vouchers/warrants: EFT's and  
157 checks #9125 - #9152 totaling \$246,051.15; and to accept and approve the  
158 January 2019 Receipt Register, Check Register, and Treasurer's Report. Libby  
159 Reed seconded the motion. The motion passed unanimously.

160

161 Steve Van Valkenburg reviewed the bank statements.

162

163 The Board of Supervisors reviewed:

164

- 165 • Outstanding Invoices
- 166 • Employee vacation and sick leave as of February 8, 2019
- 167 • US Bank statement dated January 25, 2019
- 168 • Chevron/Texaco statement dated January 22, 2019

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### 170 **Agreements and Contracts**

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172 Libby Reed moved to approve cost share agreements with:

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- 174 • M. Patterson

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176 Cost share final signature with:

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- 178 • F. and D. Chambers

179

180 Cost share payments to:

181

- 182 • R. Keffler

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184 Contracts/inter-local agreements with:

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- 186 • City of Arlington
- 187 • City of Monroe
- 188 • City of Brier
- 189 • City of Mountlake Terrace
- 190 • Department of Ecology for the North Creek Riparian Restoration Project
- 191 • Warm Beach Camp for the Sound Horsekeeping Workshop
- 192 • Washington Department of Veterans Affairs for the Veterans Conservation
- 193 Corp Green Stormwater Infrastructure Crew (contract # 305V-19-047)



- 194 • Cardno for Climate Impacts to Agriculture: Data Synthesis & Public  
195 Outreach  
196 • Rosario Archaeology for Amendment 2  
197

198 Purchase Orders over \$25,000 for:

- 199  
200 • None  
201

202 Additional project approval:

- 203  
204 • None  
205

206 Jeff Ellingsen **seconded** the motion. The motion **passed** unanimously.  
207

### 208 **Snohomish County Rate and Camano Island Assessment Updates**

209  
210 Efforts continue to move forward for the 2019 rate proposal for 2020 rate  
211 increase.  
212

213 Planning has started with the Whidbey Island Conservation District for the Island  
214 County proposal.  
215

### 216 **Executive Session ~ Pursuant to RCW 42.30.110(1)**

217  
218 There was no executive session.  
219

### 220 **Miscellaneous Reports and Set Next Meeting Date**

221  
222 Libby Reed reported on the Sno-Valley Tilth Ag Summit. Clayton Smith reported  
223 on the Envirothon and potential funding initiatives.  
224

225 Steve Van Valkenburg **moved** that the March 2019 Board Meeting be held on  
226 Tuesday, March 19, 2019 at 6:00 pm at the District office and that proper notice  
227 be **distributed** to the public; and that the meeting be adjourned. Jeff Ellingsen  
228 **seconded** the motion. The motion **passed** unanimously.  
229

230 Meeting was adjourned at 8:50 pm.  
231

### 232 **SUMMARY OF OFFICIAL ACTIONS**

233  
234 Steve Van Valkenburg **moved** to accept the January 15, 2019 Regular Board  
235 Meeting minutes. Libby Reed **seconded** the motion. The motion **passed**  
236 unanimously.  
237

238 Libby Reed **moved** to approve and sign Resolution #2019-0006 (Automatic Re-  
239 Election of Incumbent). Jeff Ellingsen **seconded** the motion. The motion **passed**  
240 unanimously.  
241



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243 Ground Showcase recognition. Steve Van Valkenburg seconded the motion.  
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282 • Rosario Archaeology for Amendment 2

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284 Purchase Orders over \$25,000 for:

285  
286 • None

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288 Additional project approval:

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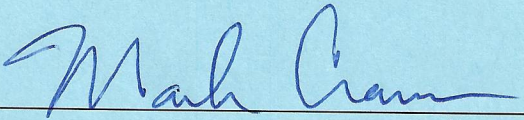


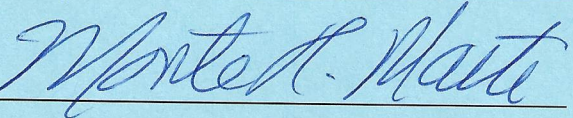
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- None

Jeff Ellingsen **seconded** the motion. The motion **passed** unanimously.

Steve Van Valkenburg **moved** that the March 2019 Board Meeting be held on Tuesday, March 19, 2019 at 6:00 pm at the District office and that proper notice be distributed to the public; and that the meeting be adjourned. Jeff Ellingsen **seconded** the motion. The motion **passed** unanimously.

Chairman  Date 3-19-19

Secretary  Date 3-19-19



3-19-17

W. H. Brown  
1877