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**Snohomish Conservation District
Board Meeting Minutes
Tuesday, August 21, 2018**

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Present:

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| Jeff Ellingsen, Board Vice Chair | Steve Van Valkenburg, Board Member |
| Libby Reed, Board Member (via conference bridge) | |
| Fraser Sime, Associate Supervisor | Kent Stokes, Farm Service Agency |
| Lorenzo Townsend, SCD Staff Intern | Ryan Williams, SCD Staff |
| Monte Marti, SCD Staff | |

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The meeting was opened at 6:10 pm by Board Vice Chair Jeff Ellingsen. There were no revisions to the agenda items for the meeting.

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Guest and Staff Introductions

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Introductions were made and guests provided self-introductions.

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Approve July 2018 Board Meeting Minutes

The July 17, 2018 Board Meeting minutes were reviewed. Steve Van Valkenburg moved to accept the July 17, 2018 Regular Board Meeting minutes. Libby Reed seconded the motion. The motion passed unanimously.

Public Comment

There were no public comments.

Partner Presentations and Discussion

There were no partner presentations.

FSA and NRCS Reports

Kent Stokes provided a Farm Service Agency report. He provided information on landowner outreach, program updates, loan programs, and the approaching September 30, 2018 year-end activities. There was no Natural Resources Conservation Service report.

Staff Reports

Lorenzo Townsend provided an overview of the outreach work that he is working on as part of his internship. The Board of Supervisors expressed excitement about his work and the video that was viewed.

Committee Reports

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Sustainable Lands Strategy (SLS):

The next Executive Committee meeting will be September 12, 2018. There have been a lot of conversations about activities in the Stillaguamish Watershed. The Board of Supervisors would like to have a more detailed conversation with all of the program management team at the October 16 meeting. The Farm and Fish Come Together is scheduled for September 18, 2018 and the Board is encouraged to attend.

Citizen Advisory Committee

There was nothing new to report.

Ag Board

The August Ag Board meeting will be on Friday, August 24, 2018 after the Farmers Breakfast at the Evergreen Fair. The Ag Board have upcoming meetings with the County Council and County Executive.

Farm Bureau

The Farm Bureau meeting was on August 8, 2018. There was a presentation by Snohomish County Surface Water Management and a discussion about the Sustainable Lands Strategy.

WACD

The Northwest Area meeting will be at the WACD Plant Material Center in Bow on October 2, 2018. All Board members were invited to participate. Those that have expressed interest in attending are: Fraser Sime, Libby Reed, Mark Craven, and Steve Van Valkenburg.

Policies

There were no new policies submitted for discussion by the Board of Supervisors.

Building and Office Space

There was nothing new to report.

5-Year Plan

There was nothing new to report.

Washington Conservation Commission (WCC)

96 The WCC will have a special meeting on August 29, 2018 to take action
97 on the budget request packages.
98

99 Conservation Accountability and Performance Program (CAPP): The
100 Board of Supervisors discussed CAPP Standard 2.B (Addressing Known
101 Resource Concerns with Landowners) and 2.C (Services for
102 Customers/Cooperators). The District is doing well with both standards.
103

104 **Puget Sound Conservation District (PSCD) Caucus**

105
106 The next meeting is scheduled for Monday, August 27, 2018 in Edmonds.
107

108 **New Committees**

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- 110 • Finance Committee (Assignments: Steve Van Valkenburg, Jeff
111 Ellingsen, and Fraser Sime). The first committee meeting was on
112 Tuesday, August 21, 2018. They will be meeting again in early
113 October.
- 114 • Salary Committee (Assignment: Libby Reed, Mark Craven, and
115 Fraser Sime)
- 116 • Elections/Appointments Committee (Assignments: Libby Reed and
117 Jeff Ellingsen)
118

119 **Manager's Report and Board Meeting Revisions/Enhancements**

120
121 Steve Van Valkenburg **moved** to approve the 3 length of service awards for Alex
122 Pittman, Kathryn Wells, and Laura Goff and to purchase the Tango gift cards.
123 Libby Reed **seconded** the motion. The motion **passed** unanimously.
124

125 Steve Van Valkenburg **moved** to approve the \$45,940.97 purchase order for
126 Contech Engineered Solutions. Libby Reed **seconded** the motion. The motion
127 **passed** unanimously.
128

129 Steve Van Valkenburg **moved** to approve the out-of-town travel for the CREP
130 training for Carson Moscoso, Alex Pittman, and Ryan Williams. Libby Reed
131 **seconded** the motion. The motion **passed** unanimously.
132

133 Steve Van Valkenburg **moved** to approve the WSU internship proposal. Libby
134 Reed **seconded** the motion. The motion **passed** unanimously.
135

136 There will be a Community Harvest event on September 7 on Ebey Island.
137

138 The Feast on the Farm event is scheduled for August 29, 2018.
139

140 An email was sent out about "Firearms and Dangerous Weapons Forbidden in
141 Federal Facilities."
142

143 The state audit will start on Monday, November 5, 2018.

144

145 The Snohomish County Farmers Breakfast will be on Friday, August 24, 2018.

146

147 Tours and meetings with state legislators are being scheduled. A short visit with
148 Representative Dave Hayes was held on August 21, 2018 with the Veterans
149 Conservation Corp crew at their project site in Stanwood.

150

151 **Financial Reports**

152

153 Steve Van Valkenburg **moved** for the payment of vouchers/warrants: EFT's and
154 checks #8774 - #8823 totaling \$319,328.15, and to accept and approve the July
155 2018 Receipt Register, Check Register, and Treasurer's Report. Libby Reed
156 **seconded** the motion. The motion **passed** unanimously.

157

158 Steve Van Valkenburg reviewed the bank statements.

159

160 The Board of Supervisors reviewed:

161

- 162 • Outstanding Invoices as of August 20, 2018
- 163 • Employee vacation and sick leave as of August 10, 2018
- 164 • Chevron/Texaco report for the period of June 22, 2018 – July 21, 2018
- 165 • VISA report for transactions from July 11, 2018 – August 2, 2018

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167 **Agreements and Contracts**

168

169 Steve Van Valkenburg **moved** to approve cost share agreements with:

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- 171 • Greenview Farms HOA
- 172 • B. Ferris
- 173 • J. Danner

174

175 Cost share payments to:

176

- 177 • D. Schackel

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179 Contracts/inter-local agreements with:

180

- 181 • Department of Ecology for Jennings Park Phase I
- 182 • Department of Ecology for Filbert Creek Riparian Restoration Project
- 183 • Department of Ecology for Washington Conservation Corp – 1804 Crew
184 Contract
- 185 • City of Mill Creek for Surface Water Management Education Services
- 186 • Washington State Recreation and Conservation Office for the Predicting
187 Sea Level Rise Impacts on Agriculture Production project
- 188 • Washington State Recreation and Conservation Office for the Kristoferson
189 Creek Fish Passage Improvements Project – 15-105OR Amendment 1

- 190
- Washington State University Department of Human Development for the Field Placement Facilities (internship) project
 - Washington State Conservation Commission for the Livestock Addendum (CC 19-07 LT)
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195 Libby Reed **seconded** the motion. The motion **passed** unanimously.
196

197 **Snohomish County Rate and Camano Island Assessment Updates**
198

199 The District continues to pursue a new rate structure with the Snohomish County
200 Council. County Council Chair Stephanie Wright is pursuing an ordinance with
201 the Prosecuting Attorney's office.
202

203 **Executive Session ~ Pursuant to RCW 42.30.110(1)**
204

205 There was no executive session.
206

207 **Miscellaneous Reports and Set Next Meeting Date**
208

209 There were no miscellaneous reports.
210

211 Steve Van Valkenburg **moved** that the September 2018 Board Meeting be held
212 on Tuesday, September 25, 2018 at 6:00 pm at the District office and that proper
213 notice be distributed to the public; and that the meeting be adjourned. Libby
214 Reed **seconded** the motion. The motion **passed** unanimously.
215

216 Meeting was adjourned at 7:55 pm.
217

218 **SUMMARY OF OFFICIAL ACTIONS**
219

220 Steve Van Valkenburg **moved** to accept the July 17, 2018 Regular Board
221 Meeting minutes. Libby Reed **seconded** the motion. The motion **passed**
222 unanimously.
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- J. Danner

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Chairman Mark Crum Date 9/25/18
Secretary Monte K. Mast Date 9-25-18