

1  
2  
3  
4  
**Snohomish Conservation District**  
**Board Meeting Minutes**  
**Tuesday, September 25, 2018**

5 **Present:**  
6

7 Mark Craven, Board Chair                              Steve Van Valkenburg, Board Member  
8 Libby Reed, Board Member (via conference bridge)  
9 Adam Farnham, Board Member (via conference bridge)  
10 Kevin Teague, Snohomish County Parks  
11 Sarah Tanuvasa, NRCS                              Ryan Williams, SCD Staff  
12 Monte Marti, SCD Staff

13  
14 The meeting was opened at 6:10 pm by Board Chair Mark Craven. There were  
15 no revisions to the agenda items for the meeting.  
16

17 **Guest and Staff Introductions**  
18

19 Introductions were made, and guests provided self-introductions.  
20

21 **Approve August 2018 Board Meeting Minutes**  
22

23 The August 21, 2018 Board Meeting minutes were reviewed. Steve Van  
24 Valkenburg **moved** to accept the August 21, 2018 Regular Board Meeting  
25 minutes. Adam Farnham **seconded** the motion. The motion **passed**  
26 unanimously.  
27

28 **Public Comment**  
29

30 There were no public comments.  
31

32 **Partner Presentations and Discussion**  
33

34 Kevin Teague gave a presentation on the State Route 530 Mudslide Memorial.  
35

36 **FSA and NRCS Reports**  
37

38 Sarah Tanuvasa provided a Natural Resources Conservation Service report.  
39 She provided an update on EQIP and RCPP. There was no Farm Service  
40 Agency report.  
41

42 **Staff Reports**  
43

44 Ryan Williams provided a report on two dairy plan updates completed by Brett  
45 deVries.  
46



47 Steve Van Valkenburg moved to approve both dairy plan updates (Groeneveld  
48 and Danielson) once they have been reviewed by Bobbi Lindemulder. Adam  
49 Farnham seconded the motion. The motion passed unanimously.  
50

## 51 **Committee Reports**

### 52 53 **Sustainable Lands Strategy (SLS):**

54  
55 The next Executive Committee meeting will be October 9, 2018. The  
56 Farm and Fish Come Together was successful on September 18, 2018.  
57 The Board of Supervisors would like to have a more detailed conversation  
58 about SLS and other agriculture engagement topics with the program  
59 management team at an October 23, 2018 special meeting.  
60

### 61 **Citizen Advisory Committee**

62  
63 There was nothing new to report.  
64

### 65 **Ag Board**

66  
67 Adam Farnham missed the last meeting and Jeff Ellingsen wasn't  
68 available to provide a report.  
69

### 70 **Farm Bureau**

71  
72 The Farm Bureau meeting was on September 12, 2018. Kate Riley  
73 provided an update on the Snohomish Conservation District youth  
74 education program and solicited input on how best to engage the Farm  
75 Bureau and members of the agriculture community. They will assign a  
76 committee to work with Kate.  
77

### 78 **WACD**

79  
80 The Northwest Area meeting will be at the WACD Plant Material Center in  
81 Bow on October 2, 2018. Mark Craven and Steve Van Valkenburg plan to  
82 attend. Board members need to determine whether or not they plan to  
83 attend the WACD Annual Meeting November 26-29, 2018 in Kennewick.  
84

### 85 **Policies**

86  
87 Steve Van Valkenburg moved to update the "Purchase Policy" to make it  
88 consistent with the MRSC guideline thresholds. Adam Farnham  
89 seconded the motion. The motion passed unanimously.  
90

### 91 **Building and Office Space**

92  
93 Ryan Williams provided an update on some potential options being  
94 researched by the realtor.



95  
96  
97  
98  
99  
100  
101  
102  
103  
104  
105  
106  
107  
108  
109  
110  
111  
112  
113  
114  
115  
116  
117  
118  
119  
120  
121  
122  
123  
124  
125  
126  
127  
128  
129  
130  
131  
132  
133  
134  
135  
136  
137  
138  
139  
140  
141  
142

## 5-Year Plan

There was nothing new to report.

## Washington Conservation Commission (WCC)

The WCC submitted their budget decision packages to the Office of Financial Management.

Steve Van Valkenburg **moved** to approve a letter of support for the WCC budget packages. Libby Reed **seconded** the motion. The motion **passed** unanimously.

Conservation Accountability and Performance Program (CAPP): The Board of Supervisors discussed CAPP Standard 2.D (Quantifies Impact), 2.E (Technical Capacity) and 2.F (Research & Technology Integrated). The District is doing well with all 3 standards; however, the District will need to consider potential improvements and actions associated with “quantifies impacts” on natural resource improvements.

## Puget Sound Conservation District (PSCD) Caucus

The next meeting is scheduled for Monday, October 22, 2018 in Edmonds. The PSCDs are organizing an Orca Recovery Day on November 10.

## New Committees

- Finance Committee (Assignments: Steve Van Valkenburg, Jeff Ellingsen, and Fraser Sime). The next meeting will be October 9, 2018.
- Salary Committee (Assignment: Libby Reed, Mark Craven, and Fraser Sime). Trying to schedule a meeting.
- Election/Appointment Committee (Assignments: Libby Reed & Jeff Ellingsen). Trying to schedule a meeting before the end of October.

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

Steve Van Valkenburg **moved** to approve pursuing a storage area on the west side of the building with the property owner. Libby Reed **seconded** the motion. The motion **passed** unanimously.

Completed legislative tours with Senator McCoy and Representative Stanford.

The District Board of Supervisors have been invited to a Saturday, October 20 event at Farmer Frog.



143 The Board of Supervisor decided not to pursue any additional outside signage  
144 and to re-confirm the District's business hours at Monday – Friday from 8:00 am  
145 – 4:30 pm.

146  
147 The Community Harvest event on September 7, 2018 was highly successful.  
148

149 The audit is still scheduled to start on November 5, 2018.

150  
151 The Board of Supervisors still need to discuss the "Paid Family Medical Leave  
152 Payments" and cost recovery.

153

### 154 **Financial Reports**

155

156 Steve Van Valkenburg **moved** for the payment of vouchers/warrants: EFT's and  
157 checks #8825 - #8883 totaling \$369,166.78 and check #8824 (dated 6/30/2018  
158 to replace lost check #8772; and to accept and approve the August 2018 Receipt  
159 Register, Check Register, and Treasurer's Report. Libby Reed **seconded** the  
160 motion. The motion **passed** unanimously.

161

162 Steve Van Valkenburg reviewed the bank statements.

163

164 The Board of Supervisors reviewed:

165

- 166 • Outstanding Invoices as of September 25, 2018
- 167 • Employee vacation and sick leave as of September 10, 2018
- 168 • US Bank statement dated August 27, 2018

169

### 170 **Agreements and Contracts**

171

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

173

- 174 • K. Meyer
- 175 • S. Winchell

176

177 Cost share payments to:

178

- 179 • R. Keffler

180

181 Contracts/inter-local agreements with:

182

- 183 • Department of Ecology for Targeted Big Buffer Restoration: Stillaguamish  
184 River
- 185 • GeoTest Services Inc. for Kristofersen Creek Fish Passage Improvement  
186 Project
- 187 • ESRP for Predicting Sea Level Rise Impacts on Agriculture Production  
188 Project



- 189 • Department of Ecology for Amendment Number 6 for the NEP Riparian  
190 Easement project (SEANEP-2015-SnohCD-00013)  
191 • Cardno for Amendment Number 1 for Climate Impacts to Groundwater in  
192 Snohomish and Stillaguamish Rivers  
193

194 Purchase Orders over \$25,000 for:

- 195  
196 • Konnerup Construction for \$215,316.98  
197 • Department of Ecology for \$27,794.00  
198

199 Adam Farnham **seconded** the motion. The motion **passed** unanimously.  
200

### 201 **Snohomish County Rate and Camano Island Assessment Updates** 202

203 The District continues to pursue a new rate structure with the Snohomish County  
204 Council. County Council set the public hearing for the rate proposal for October  
205 31, 2018 @ 10:30 am. Council member meetings have been set with Nate  
206 Nehring (September 26 @ 1 pm), Sam Low (October 24 @ 1 pm), and Terry  
207 Ryan (October 30 @ 11:45 am).  
208

### 209 **Executive Session ~ Pursuant to RCW 42.30.110(1)** 210

211 There was no executive session.  
212

### 213 **Miscellaneous Reports and Set Next Meeting Date** 214

215 There were no miscellaneous reports.  
216

217 Adam Farnham **moved** that the October 2018 Board Meeting be held on  
218 Tuesday, 16, 2018 at 6:00 pm and a special meeting be held on Tuesday,  
219 October 23, 2018 at the District office and that proper notice be distributed to the  
220 public; and that the meeting be adjourned. Libby Reed **seconded** the motion.  
221 The motion **passed** unanimously.  
222

223 Meeting was adjourned at 9:00 pm.  
224

### 225 **SUMMARY OF OFFICIAL ACTIONS** 226

227 Steve Van Valkenburg **moved** to accept the August 21, 2018 Regular Board  
228 Meeting minutes. Adam Farnham **seconded** the motion. The motion **passed**  
229 unanimously.  
230

231 Steve Van Valkenburg **moved** to approve both dairy plan updates (Groeneveld  
232 and Danielson) once they have been reviewed by Bobbi Lindemulder. Adam  
233 Farnham **seconded** the motion. The motion **passed** unanimously.  
234



235 Steve Van Valkenburg moved to update the "Purchase Policy" to make it  
236 consistent with the MRSC guideline thresholds. Adam Farnham seconded the  
237 motion. The motion passed unanimously.  
238

239 Steve Van Valkenburg moved to approve a letter of support for the WCC budget  
240 packages. Libby Reed seconded the motion. The motion passed unanimously.  
241

242 Steve Van Valkenburg moved to approve pursuing a storage area on the west  
243 side of the building with the property owner. Libby Reed seconded the motion.  
244 The motion passed unanimously.  
245

246 Steve Van Valkenburg moved for the payment of vouchers/warrants: EFT's and  
247 checks #8825 - #8883 totaling \$369,166.78 and check #8824 (dated 6/30/2018  
248 to replace lost check #8772; and to accept and approve the August 2018 Receipt  
249 Register, Check Register, and Treasurer's Report. Libby Reed seconded the  
250 motion. The motion passed unanimously.  
251

252 Steve Van Valkenburg moved to approve cost share agreements with:  
253

- 254 • K. Meyer
  - 255 • S. Winchell
- 256

257 Cost share payments to:  
258

- 259 • R. Keffler
- 260

261 Contracts/inter-local agreements with:  
262

- 263 • Department of Ecology for Targeted Big Buffer Restoration: Stillaguamish  
264 River
  - 265 • GeoTest Services Inc. for Kristofersen Creek Fish Passage Improvement  
266 Project
  - 267 • ESRP for Predicting Sea Level Rise Impacts on Agriculture Production  
268 Project
  - 269 • Department of Ecology for Amendment Number 6 for the NEP Riparian  
270 Easement project (SEANEP-2015-SnohCD-00013)
  - 271 • Cardno for Amendment Number 1 for Climate Impacts to Groundwater in  
272 Snohomish and Stillaguamish Rivers
- 273

274 Purchase Orders over \$25,000 for:  
275

- 276 • Konnerup Construction for \$215,316.98
  - 277 • Department of Ecology for \$27,794.00
- 278

279 Adam Farnham seconded the motion. The motion passed unanimously.  
280



281 Adam Farnham moved that the October 2018 Board Meeting be held on  
282 Tuesday, 16, 2018 at 6:00 pm and a special meeting be held on Tuesday,  
283 October 23, 2018 at the District office and that proper notice be distributed to the  
284 public; and that the meeting be adjourned. Libby Reed seconded the motion.  
285 The motion passed unanimously.  
286  
287  
288  
289

290  
291  
292 Chairman Mark Crum Date 10/16/18  
293  
294 Secretary Monte H. Matt Date 10-16-18  
295