

**Snohomish Conservation District
Board Meeting Minutes
Tuesday, December 17, 2019**

Present:

Mark Craven, Board Chair

Libby Reed, Board Member

Linda Lyshall, Executive Director

Holly Lund, SCD Staff

Eric Schuh, SCD Staff

Steve Van Valkenburg, Board Member

Clayton Smith, Associate Member

Sarah Jones, SCD Staff

James Kroft, WSU Staff

Zack Schwarzmiller, Realtor

The meeting opened at 5:10 pm by Board Chair Mark Craven. There were no revisions to the agenda items for the meeting.

Staff Reports

Dairy Plan for Skyhart Farms was presented by Eric Schuh

Steve Van Valkenburg moved to approve the Dairy Plan for Skyhart Farms. The motion was seconded by Libby Reed. The motion passed unanimously.

Property Visit Report

Zack Schwarzmiller came to advise us about potential future property sights. Discussion is on-going with no decision made at this time.

Approve November Board Meeting Minutes

Libby Reed moved to accept the November 19, 2019 Regular Board Meeting minutes. Steve Van Valkenburg seconded the motion. The motion passed unanimously.

Grant Proposal

Casino Road Community Revitalization project proposal, prepared by Joe Crumbley, was reviewed.

Libby Reed moved to accept the Casino Road Community Revitalization project. Steve Van Valkenburg seconded the motion. The motion passed unanimously.

Agreements and Contracts

Steve Van Valkenburg moved to approve the Cost Share agreement with:

- Wendy Tavenner

Cost share final signature with:

- Dan Bartelheimer
- Lund and Lund Farms

Cost share payments to:

- Dan Bartelheimer
- Lund and Lund Farms

Libby Reed seconded the motion. The motion passed unanimously.

Libby Reed moved to accept the Contracts/inter-local agreements with:

- Arlington Christian School Rip Planting
- Drainage Improvement District #7
- Trafton Floodplain Acquisition- Amendment 2 (Stillaguamish Tribe)

Purchase Orders over \$25,000 for:

- Trafton Floodplain Acquisition- Amendment 2

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

Partner Presentations and Discussion

WSU Forestry discussion was led by James Kroft, Natural Resources Program Director from WSU extension. The SCD board agreed that the District is concerned about the health of our forests and support collaborative work with WSU Extension. If additional revenue can be found the District would like to increase our efforts in this area.

Steve Van Valkenburg moved that we support WSU Forestry scope of work at \$12,000 (same as last year). Libby Reed seconded the motion. The motion passed unanimously.

WSU Cultivating Success

Discussion next meeting if asked to support.

CREP meeting occurred and good progress was made in building relationships. More meetings are scheduled for learning opportunities and strengthening collaboration between all parties concerned.

Committee Reports

Sustainable Lands Strategy (SLS):

There was nothing new to report.

Agriculture Advisory Board

Cindy prepared a presentation about the Agriculture Resiliency Plan that Bobbi provided.

WACD

WACD Annual Meeting was attended by Linda Lyshall and Mark Craven. Valuable information was gathered and good connections were made.

Building and Office Space

We will continue to explore the best options for our staff and services.

Climate Action Advisory Committee

Linda is hoping to be a part of the 12-person committee.

Financial Reports

Steve Van Valkenburg moved for the payment of vouchers/warrants: EFT's and checks #9630 - #9704 totaling \$358,835.88; and to accept and approve the November 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 November 2019

Draft Budget

Draft budget looks good but Linda Lyshall will bring final budget proposal next meeting.

Staff Salary and Benefits

Libby Reed moved to adopt the 2% annual salary merit increase table for 2021 and beyond. Steve Van Valkenburg seconded the motion. The motion passed unanimously.

Libby Reed moved to adopt the proposed raise adjustments for January 2, 2020 with minor adjustments. Steve Van Valkenburg seconded the motion. The motion passed unanimously.

Libby moved to approve the District's Medical/Dental coverage contribution to cover 100% of employee monthly plan cost and 80% for spouse and family additional monthly plan cost for the Uniform Medical Plan Classic. Steve Van Valkenburg seconded the motion. The motion passed unanimously.

Director's Report

Hilary Franz has agreed to be the key note speaker for the Better Ground Showcase this spring.

Miscellaneous Reports and Set Next Meeting Date

Legislative Days, January 21, 2020. Linda Lyshall, Mark Craven and Clayton Smith plan to attend.

Our next Board Meeting will be held at the District office Tuesday, January 28, 2020 at 5:00 pm. Proper notice will be distributed to the public.

Meeting was adjourned at 8:00 pm.

SUMMARY OF OFFICIAL ACTIONS

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Libby Reed moved to accept the November 19, 2019 Regular Board Meeting minutes. Steve Van Valkenburg seconded the motion. The motion passed unanimously.

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Mark Craven
Chair 1/28/20