

**Snohomish Conservation District
Board Meeting Minutes
Tuesday, October 16, 2018**

Present:

Mark Craven, Board Chair	Steve Van Valkenburg, Board Member
Libby Reed, Board Member	Jeff Ellingsen, Board Member
Fraser Sime, Associate Board Member	Clayton Smith, Associate Board Member
Joe Christianson, Marine View Farms	Max A. Albert, Self
Darla O'Connor, USDA Rural Development	
Michael Hipp, SCD Staff	Ryan Williams, SCD Staff
Monte Marti, SCD Staff	

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

Guest and Staff Introductions

Introductions were made, and guests provided self-introductions.

Approve September 2018 Board Meeting Minutes

The September 25, 2018 Board Meeting minutes were reviewed. Steve Van Valkenburg moved to accept the September 25, 2018 Regular Board Meeting minutes. Libby Reed seconded the motion. The motion passed unanimously.

Public Comment

Joe Christianson and Max Albert provided comments about the importance of agriculture land preservation, and their concern for the loss of agriculture land to development and salmon restoration projects. They want to work with the Snohomish Conservation District to secure funding to preserve farmland.

There were no other public comments.

Partner Presentations and Discussion

There were no partner presentations or discussion.

FSA and NRCS Reports

There was no Farm Service Agency report and no Natural Resources Conservation Service report provided.

Staff Reports

Michael Hipp provided a presentation on his NRCS Boot Camp training. He was excited to share the information learned and appreciated the opportunity.

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Committee Reports

Sustainable Lands Strategy (SLS):

The next Executive Committee meeting will be November 7, 2018. Andy Werkhoven was selected to serve on the SLS Executive Committee. SLS is working on a support letter for the Conservation Commission budget requests and other state agency requests.

Citizen Advisory Committee

There was nothing new to report.

Ag Board

There wasn't an October meeting.

Farm Bureau

There wasn't an October meeting.

WACD

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

Policies

There were no new policies to review.

Building and Office Space

The Board of Supervisors is considering a potential site in Snohomish. An additional site visit will be scheduled on October 23, 2018.

5-Year Plan

The Board of Supervisor and program managers will work together to highlight and track the actions that have been identified for early 2019.

Washington Conservation Commission (WCC)

Monte Marti met with Ron Shultz (WCC) and Rob Duff (Governor Policy Advisor) on October 16, 2018 to discuss the WCC budget decision packages.

99 Conservation Accountability and Performance Program (CAPP): The
100 Board of Supervisors discussed CAPP Standard 3.A (Board Roles and
101 Responsibilities) and 3.B (Board Governance and Leadership). The
102 District is doing well with both standards; however, Board of Supervisors
103 would like to finalize and approve the written policy for associate
104 supervisors.

105 106 **Puget Sound Conservation District (PSCD) Caucus**

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108 The next meeting is scheduled for Monday, October 22, 2018 in
109 Edmonds. The PSCDs are organizing an Orca Recovery Day on
110 November 10 and the Snohomish Conservation District will be hosting an
111 event at a Woods Creek project site.

112 113 **New Committees**

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- 115 • Finance Committee (Assignments: Steve Van Valkenburg, Jeff
116 Ellingsen, and Fraser Sime). The next meeting will be October 9,
117 2018.
- 118 • Salary Committee (Assignment: Libby Reed, Mark Craven, and
119 Fraser Sime). The first meeting will be on Tuesday, October 30,
120 2018.
- 121 • Election/Appointment Committee (Assignments: Libby Reed & Jeff
122 Ellingsen). Trying to schedule a meeting before the end of October.
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124 **Manager's Report and Board Meeting Revisions/Enhancements**

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126 Steve Van Valkenburg **moved** to approve and sign the letter to Governor Inslee
127 concerning the WCC budget request. Jeff Ellingsen **seconded** the motion. The
128 motion **passed** unanimously.

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130 Meetings have been set with State Senator Steve Hobbs (December 5 @ 1 pm)
131 and State Representative June Robinson (December 14 @ 12:15 pm).

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133 There are several staff changes:

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- 135 • Alicia Kellogg's Community Conservation position is still vacant
- 136 • Alex Pittman's last day with the Natural Resource Team is October
137 19
- 138 • Ryan Williams' last day with the Program Management Team will
139 be the end of October, 2018
- 140 • Lois Ruskell with the Outreach Team will be retiring some time in
141 the Spring 2019
- 142 • Recommendation to do an internal transfer and promotion for
143 Carson Moscoso into Alex Pittman's position and to post a job
144 opening for Carson's current position
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146 Steve Van Valkenburg moved to promote Carson Moscoso to Habitat Specialist
147 (Resource Planner II) and to advertise for his vacant position. Libby Reed
148 seconded the motion. The motion passed unanimously.

149

150 Libby Reed moved to set a special meeting for Tuesday, October 23, 2018 @
151 6:00 pm. Jeff Ellingsen seconded the motion. The motion passed unanimously.

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153 Jeff Ellingsen moved to accept the appointment to the WRIA 7 Watershed
154 Restoration and Enhancement Committee as the "Agriculture Representative"
155 and to assign Bobbi Lindemulder as the primary Snohomish Conservation
156 District representative and Fraser Sime as the alternate. Steve Van Valkenburg
157 seconded the motion. The motion passed unanimously.

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

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161 The Board of Supervisors still need to discuss the "Paid Family Medical Leave
162 Payments" and cost recovery.

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164 Steve Van Valkenburg moved to pay \$775 for NACD dues. Libby Reed
165 seconded the motion. The motion passed unanimously.

166

167 Steve Van Valkenburg moved to approve the \$1,500 sponsorship for the Country
168 Living Expo. Jeff Ellingsen seconded the motion. The motion passed
169 unanimously.

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171 Financial Reports

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173 Libby Reed moved for the payment of vouchers/warrants: EFT's and checks
174 #8884 - #8956 totaling \$597,328.43; and to accept and approve the September
175 2018 Receipt Register, Check Register, and Treasurer's Report. Steve Van
176 Valkenburg seconded the motion. The motion passed unanimously.

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178 Steve Van Valkenburg reviewed the bank statements.

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180 The Board of Supervisors reviewed:

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- 182 • Outstanding Invoices as of October 15, 2018
- 183 • Employee vacation and sick leave as of October 10, 2018
- 184 • US Bank statement dated September 25, 2018
- 185 • 3rd Quarter Budget Comparison

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187 Agreements and Contracts

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189 Jeff Ellingsen moved to approve cost share agreements with:

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- 191 • J. Hall

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193 Cost share payments to:

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- R. Keffler

Contracts/inter-local agreements with:

- Paige Consulting Corporation for Agriculture Resilience Practices Fact Sheets
- Pierce Conservation District for Orca Recovery Day (PSCD ILA ~ Appendix C)
- Ideaville for Better Ground Website Soft Launch
- Great Big for Better Ground Project Implementation

Purchase Orders over \$25,000 for:

- None

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

Snohomish County Rate and Camano Island Assessment Updates

The District continues to pursue a new rate structure with the Snohomish County Council. County Council set the public hearing for the rate proposal for October 31, 2018 @ 10:30 am. A meeting has been completed with Council member Nate Nehring. Meetings have been schedule with Council Chair Wright and Council member Sullivan (October 22 @ 1:30 pm and 2:00 pm, respectively), Sam Low (October 24 @ 1 pm), and Terry Ryan (October 30 @ 11:45 am). Outreach staff will develop a 1-page summary and overview.

Executive Session ~ Pursuant to RCW 42.30.110(1)

There was no executive session.

Miscellaneous Reports and Set Next Meeting Date

There were no miscellaneous reports.

Jeff Ellingsen **moved** that the November 2018 Board Meeting be held on Tuesday, November 20, 2018 at 6:00 pm at the District office and that proper notice be distributed to the public; and that the meeting be adjourned. Libby Reed **seconded** the motion. The motion **passed** unanimously.

Meeting was adjourned at 9:15 pm.

SUMMARY OF OFFICIAL ACTIONS

Steve Van Valkenburg **moved** to accept the September 25, 2018 Regular Board Meeting minutes. Libby Reed **seconded** the motion. The motion **passed** unanimously.

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243 concerning the WCC budget request. Jeff Ellingsen seconded the motion. The
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282 Sheets
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Chairman Mark Cram Date 11/20/18

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Secretary Monte H. Platte Date 11-20-18

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