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**Snohomish Conservation District  
Board Meeting Minutes  
Tuesday March 20, 2018**

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**Present:**

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Mark Craven, Board Chair	Adam Farnham, Board Member
Karl Hereth, Board Member	Steve Van Valkenburg, Board Member
Fraser Sime, Associate Supervisor	Ray Renfro, Associate Supervisor
Cindy Dittbrenner, SCD Staff	Kristin Marshall, SCD Staff
Ryan Williams, SCD Staff	Michael Hipp, SCD Staff
Monte Marti, SCD Staff	

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The meeting was opened at 6:05 pm by Board Chair Mark Craven. 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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43

**Approve February 2017 Board Meeting Minutes**

44  
45  
46  
47

The February 20, 2018 Board Meeting minutes were reviewed. Karl Hereth moved to accept the February 20, 2018 Regular Board Meeting minutes. Steve Van Valkenburg 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**

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

**Staff Reports**

Michael Hipp presented on the status of the manure spreader program.

Adam Farnham moved that a contract employee be hired for the manure spreader program. Steve Van Valkenburg seconded the motion. The motion passed unanimously.







48 Adam Farnham moved that the Snohomish Conservation District establish a fee  
49 structure for the use of the manure spreader at \$70.00 per use for a one-year  
50 trial basis. Steve Van Valkenburg seconded the motion. The motion passed by  
51 majority vote.

52

53 Ryan Williams presented on the upcoming 5-year planning development.

54

55 Kristin Marshall presented on the riparian easement program. Phase II will  
56 include work with landowners on potential projects.

57

58 Steve Van Valkenburg moved to proceed with the riparian easement proposal  
59 with the current priority list as identified by staff (e.g., Lund, Chambers,  
60 Steegstra, and Anderson). Karl Hereth seconded the motion. The motion  
61 passed unanimously.

62

### 63 **Committee Reports**

64

#### 65 **Sustainable Lands Strategy (SLS):**

66

67 Executive Committee meeting scheduled for March 21, 2018. There is  
68 still an open Agriculture Caucus seat.

69

#### 70 **Citizen Advisory Committee**

71

72 There was nothing to report.

73

#### 74 **Ag Board**

75

76 Snohomish County Surface Water Management provided a presentation.  
77 There are several board member changes pending County Council  
78 approval.

79

#### 80 **Farm Bureau**

81

82 The FB Young Farmer and Rancher event was very successful. They are  
83 currently distributing their "Responsible Stewardship" signs to some  
84 members.

85

#### 86 **WACD**

87

88 There will be upcoming policy meetings that WACD will actively engage  
89 in. There is an upcoming tribal training session that conservation districts  
90 will be encouraged to attend.

91

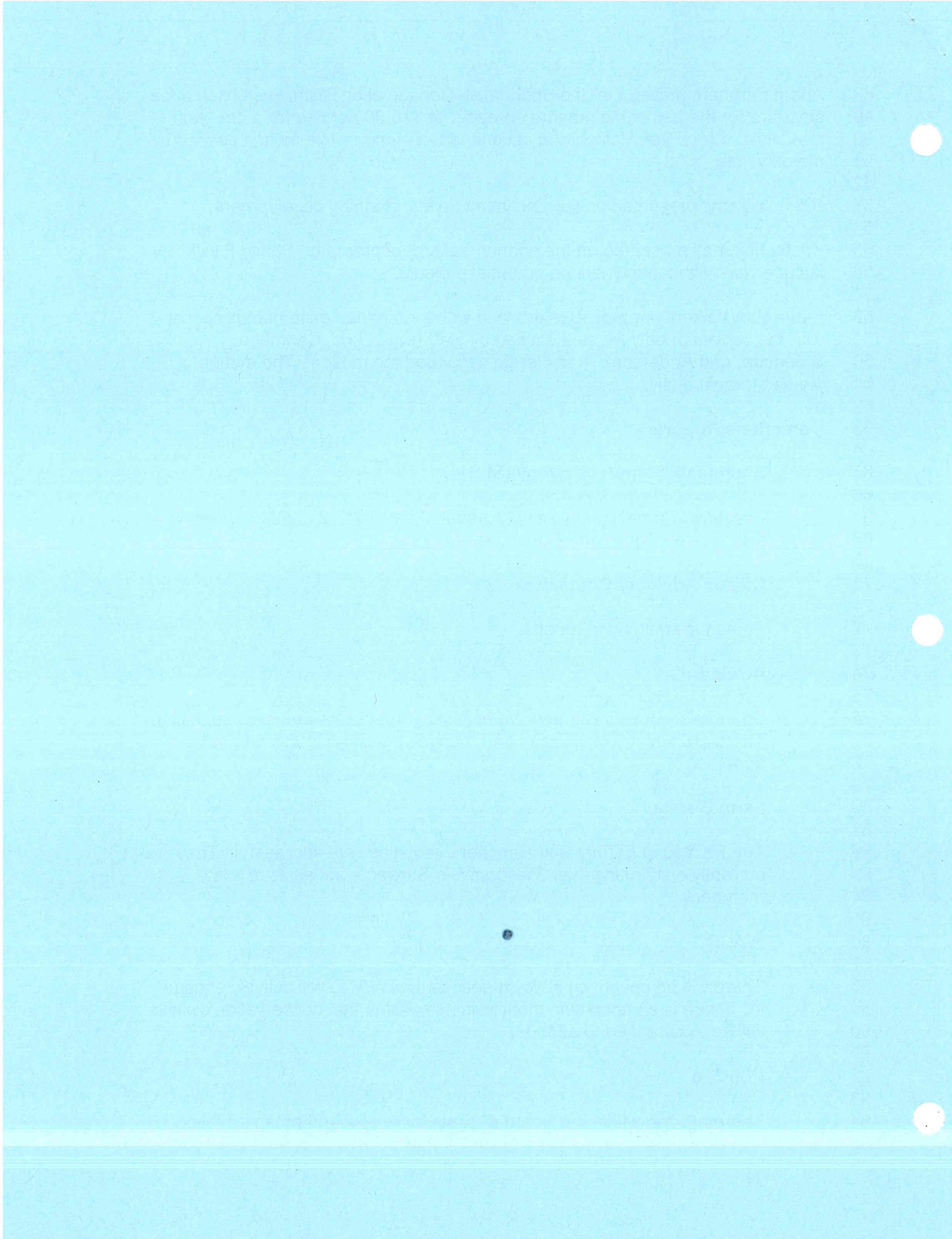
#### 92 **Policies**

93

94 There are two within the Board packets for review and potential action.

95







96 Karl Hereth moved to adopt Resolution 2018\_0001 for landowner rate  
97 appeals for the new rate and charges structure. Steve Van Valkenburg  
98 seconded the motion. The motion passed unanimously.

99  
100 Karl Hereth moved to adopt the District's new password policy. Steve Van  
101 Valkenburg seconded the motion. The motion passed majority vote.

102  
103 **Building and Office Space**

104  
105 There was nothing new to report.

106  
107 **5-Year Plan**

108  
109 Steve Van Valkenburg asked about the role and status of the Citizen  
110 Advisory Committee within the context of the 5-year plan update. The  
111 Board was encouraged to participate in both of the upcoming planning  
112 sessions: April 24 and June 5.

113  
114 **Washington Conservation Commission (WCC)**

115  
116 WCC will be hosting the all-district meeting in Ellensburg on April 25/26.  
117 WCC will be working with conservation districts to develop "budget  
118 packages" for the upcoming legislative session and state budget.

119  
120 **Puget Sound Conservation District (PSCD) Caucus**

121  
122 The next meeting is March 26, 2018 and will be in Edmonds.

123  
124 **Snohomish County Rate and Camano Island Assessment Updates**

125  
126 The Board re-affirmed its desire to move forward with the rate proposal approved  
127 last month.

128  
129 **Financial Reports**

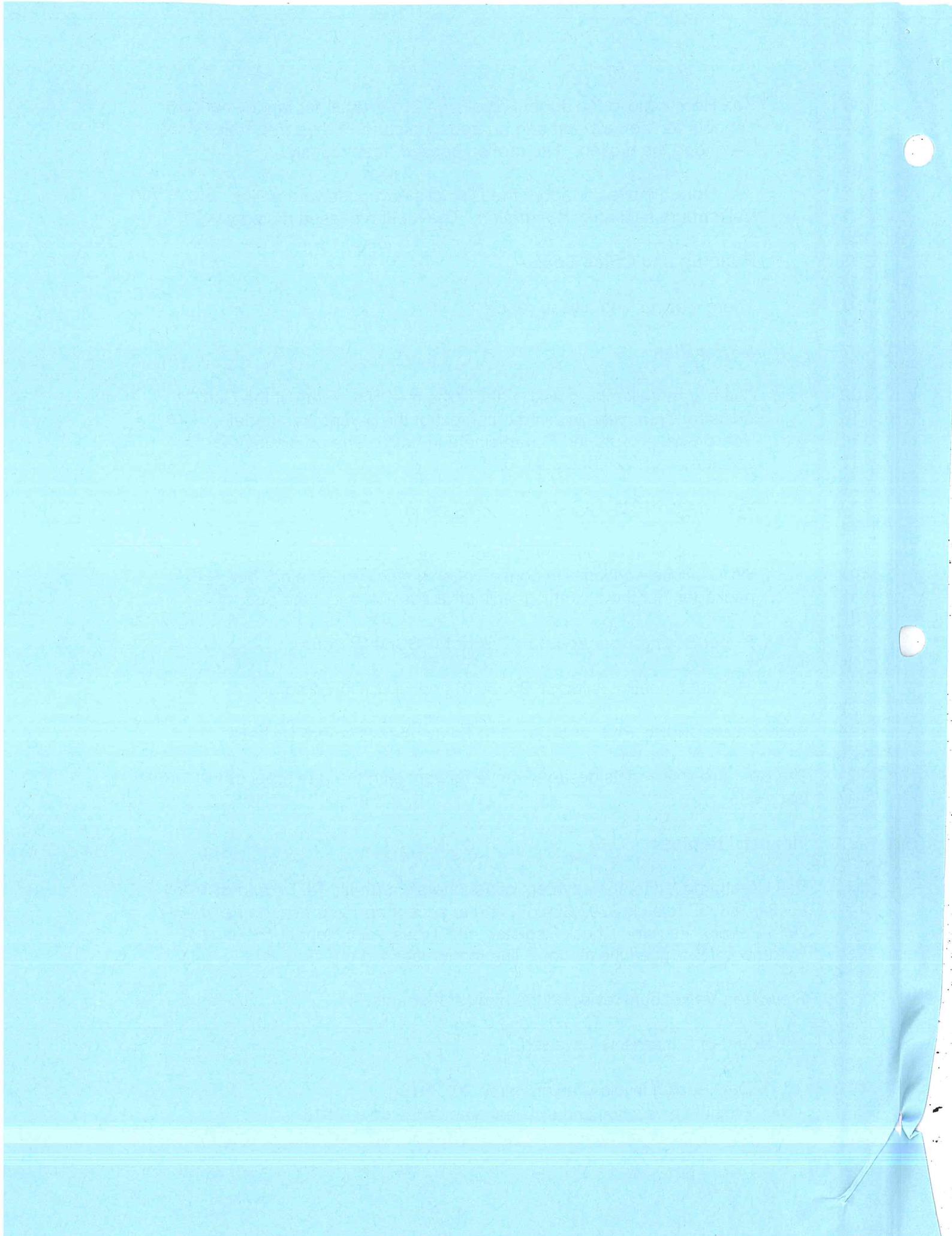
130  
131 Karl Hereth moved for the payment of vouchers/warrants: EFT's and checks  
132 #8499 - #8562 totaling \$297,854.67, and to accept and approve the February  
133 2018 Receipt Register, Check Register, and Treasurer's Report. Steve Van  
134 Valkenburg seconded the motion. The motion passed unanimously.

135  
136 Steve Van Valkenburg reviewed the bank statements.

137  
138 The Board of Supervisors reviewed:

- 139  
140  
141  
142
- Outstanding Invoices as of March 20, 2018
  - Employee vacation and sick leave as of March 9, 2018
  - VISA report for transaction dates February 7, 2018 – March 8, 2018







- 143       • Chevron and Texaco Business Card reports for starting date January 22,  
144       2018 – February 21, 2018  
145

146       **Agreements and Contracts**  
147

148       Karl Hereth moved to approve the cost share agreements with:

149

- 150       • City of Monroe  
151       • K. Meyer  
152       • T. Forslof  
153

154       Cost share payments to:

155

- 156       • None  
157

158       Contracts/inter-local agreements with:

159

- 160       • Woods Creek Culvert Replacements Cooperative ~ RCO, Salmon  
161       Recovery Funding Board  
162       • City of Everett Green Stormwater Infrastructure ~ City of Everett  
163       • City Habitats for Community Transit Lynnwood ~ The Nature Conservancy  
164       • Youth Education in Mountlake Terrace ~ City of Mountlake Terrace  
165       • TSP Task Order ~ Natural Resources Conservation Service and  
166       Washington Conservation Commission  
167

168       Adam Farnham seconded the motion. The motion passed unanimously.  
169

170       **Manager's Report**  
171

172       Steve Van Valkenburg moved to approve Bobbi Lindemulder's Comprehensive  
173       Nutrient Management Plan training request. Karl Hereth seconded the motion.  
174       The motion passed unanimously.  
175

176       Steve Van Valkenburg moved to approve the Travel Request for Mark Craven  
177       and Monte Marti to attend the Washington State Conservation Commission  
178       meeting in Ellensburg. Karl Hereth seconded the motion. The motion passed  
179       unanimously.  
180

181       Karl Hereth moved to approve the WADE Training request for staff, associate  
182       supervisors, and board supervisors. Steve Van Valkenburg seconded the  
183       motion. The motion passed unanimously.  
184

185       Lois Ruskell will file all of the appropriate election paperwork for the board of  
186       supervisor election held earlier in the day.  
187

188       Staff is currently processing three public disclosure requests.  
189







190 The Board of Supervisors expressed no concerns with the regional near-term-  
191 actions being proposed by the Washington Conservation Commission and the  
192 Puget Sound Conservation District Caucus.

193  
194 The Agriculture Outreach Strategy document distributed to the Board of  
195 Supervisors will be a foundational piece for the upcoming 5-year plan.  
196

197 Steve Van Valkenburg moved to process the appropriate paperwork to authorize  
198 Mark Craven as a signatory for the Woods Creek Culvert Replacements  
199 Cooperative. Adam Farnham seconded the motion. The motion passed  
200 unanimously.  
201

202 The Board was encouraged to attend the April 12 Better Ground Showcase.  
203

204 Staff assembled or compiled the District personnel profile document and  
205 distributed it in response to the Board's request for pictures and information on  
206 each staff member.  
207

207

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

209

210 There were no miscellaneous reports.

211

212 Steve Van Valkenburg moved that the April 2018 Board Meeting be held on  
213 Tuesday, April 17, 2018 at 6:00 pm at the District office, and that proper notice  
214 be distributed to the public; and that the meeting be adjourned. Karl Hereth  
215 seconded the motion. The motion passed unanimously.  
216

216

217 Meeting was adjourned at 9:00 pm.

218

219

220

#### SUMMARY OF OFFICIAL ACTIONS

221

222 Karl Hereth moved to accept the February 20, 2018 Regular Board Meeting  
223 minutes. Steve Van Valkenburg seconded the motion. The motion passed  
224 unanimously.  
225

225

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  - 256 • T. Forslof

257  
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- 259
- 260 • None

261  
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265 Recovery Funding Board
  - 266 • City of Everett Green Stormwater Infrastructure ~ City of Everett
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296

297  
298  
299 Chairman Mark Craven Date 5/15/18

300  
301  
302 Secretary Monte H. Marto Date 5-15-18



