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**Snohomish Conservation District
Board Meeting Minutes
Tuesday, December 19, 2017**

Present:

Karl Hereth, Board Member	Steve Van Valkenburg, Board Member
Jeff Ellingsen, Board Member	Fraser Sime, Associate Supervisor
Clayton Smith, Associate Supervisor	Kent Stokes, Farm Services Agency
Ryan Williams, SCD Staff	Monte Marti, SCD Staff

The meeting was opened at 6:10 pm by Board Member Steve Van Valkenburg. There were no revisions to the agenda items for the meeting.

Guest and Staff Introductions

Introductions were made and guests provided self-introductions.

Approve November 2017 Board Meeting Minutes

The November 21, 2017 Board Meeting minutes were reviewed. Jeff Ellingsen moved to accept the November 21, 2017 Board Meeting minutes. Karl Hereth seconded the motion. The motion passed unanimously.

Public Comment

There were no public comments.

Partner Presentations and Discussion

Clayton Smith talked about working on a feasibility study for public radio opportunities, videos for Sno-Isle Libraries, and TED talks.

Karl Hereth moved to allow Clayton Smith to advance a feasibility study on public radio opportunities, videos for Sno-Isle Libraries, and TED talks. Jeff Ellingsen seconded the motion. The motion passed unanimously.

FSA and NRCS Reports

Kent Stokes provided a Farm Service Agency report. There was no Natural Resources Conservation Service report.

Staff Reports

There was no staff reports scheduled this month.

Committee Reports

49 **Stillaguamish Clean Water District (SCWD):**

50
51 Need to delete this from the agenda.

52
53 **Citizen Advisory Committee**

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55 Clayton Smith continues to reach out to cities along Highway 2.

56
57 **Ag Board**

58
59 Jeff Ellingsen reported various position vacancies and the Snohomish
60 County Surface Water Management Business Plan process.

61
62 **Farm Bureau**

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64 Bobbi Lindemulder attended the December 2017 meeting.

65
66 **WACD**

67
68 The WACD Annual meeting was November 27 - 29. Jeff Ellingsen, Mark
69 Craven, Monte Marti, Clayton Smith, and Ray Renfro attended.
70 Attendees were excited about the new management team and the positive
71 environment experienced during the meeting. There could be future
72 branding/marketing opportunities in the future. Legislative Days will be
73 February 5 and 6, 2018.

74
75 **Policies**

76
77 The committee worked on potential revisions/updates to the Employee
78 Handbook. Proposed changes were reviewed and discussed. A final
79 version and recommendations will be provided to the Board of
80 Supervisors at the January Board meeting.

81
82 **Building and Office Space**

83
84 There was nothing new to report.

85
86 **5-Year Plan**

87
88 A survey for staff input has been distributed. The update must be
89 completed by the end of June 2018.

90
91 **Washington Conservation Commission (WCC)**

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93 A supplemental budget will be the focus of the upcoming legislative
94 session; as well as passing a capital budget.

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

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Monte Marti chaired the December 18, 2017 phone conference meeting. Next meeting is January 22, 2018 and will be in Edmonds. There has been a lot of focus and effort put into near-term-actions initiated by the Puget Sound Conservation District Caucus and Conservation Commission.

Snohomish County Rate and Camano Island Assessment Updates

The Snohomish Conservation District continues to work with Snohomish County to implement the new rate proposal approved by the County Council. The Board of Supervisors began the conversation on what needs to be done in 2018. The Board would like to continue efforts to identify the actual costs to Snohomish County for spreading and collecting the rate. Snohomish County is legally obligated to provide this documentation. Snohomish County arbitrarily increased the amount to \$120,000 per year. Ryan Williams noted that this could become an AgForestry policy topic.

Karl Hereth moved to adopt and submit the 2018 Rate Proposal budget to the Snohomish County Council. Jeff Ellingsen seconded the motion. The motion passed unanimously.

Financial Reports

Karl Hereth moved for the payment of vouchers/warrants: EFT's and checks #8358 - #8407 totaling \$207,438.28, and to accept and approve the November 2017 Receipt Register, Check Register, and Treasurer's Report. Jeff Ellingsen seconded the motion. The motion passed unanimously.

Steve Van Valkenburg had no bank statements to review.

The Board of Supervisors reviewed:

- Outstanding Invoices as of December 19, 2017
- Employee vacation and sick leave as of December 8, 2017
- VISA report for transaction dates November 13, 2017 – December 9, 2017
- Chevron and Texaco Business Card reports for starting date October 22, 2017 – November 21, 2017

Jeff Ellingsen moved to approve an inter-fund transfer of \$219,904.18

From: Grants (Fund 3 = \$182,744.18)
Assessment (Fund 9 = \$35,960)
Assessment – Camano Island (Fund 10 = \$1,200)
To: WCC Crew (Fund 13 = \$184,904.18)
Nursery (Fund 14 = \$35,000)

145 Karl Hereth seconded the motion. The motion passed unanimously.
146

147 **Agreements and Contracts**
148

149 Karl Hereth moved to approve and sign the Snohomish County ILA for Youth
150 Education. Jeff Ellingsen seconded the motion. The motion passed
151 unanimously.
152

153 Karl Hereth moved to approve the cost share agreements with:
154

- No cost share agreements

156
157 Cost share payments to:
158

- K. Taylor
- J. and G. McKee

161
162 Contracts/inter-local agreements with:
163

- Sound Salmon Solutions for J. Lange CREP Maintenance

165
166 CREP Maintenance Contract with:
167

- No new contracts

169
170 Jeff Ellingsen seconded the motion. The motion passed unanimously.
171

172 **Manager's Report**
173

174 Karl Hereth moved to approve the annual inflation adjustment to the job
175 classification salary rates. Jeff Ellingsen seconded the motion. The motion
176 passed unanimously.
177

178 The Board of Supervisors reviewed the 2018 budget and year end salary plan.
179 They elected to defer action until the January 2018 board meeting.
180

181 Staff continues to develop near-term-actions for submission to the Local
182 Integrating Organization and Puget Sound Partnership for the next Puget Sound
183 Action Agenda update.
184

185 District staff completed field tour with Representative June Robinson.
186

187 The following tours/meetings are on the calendar:
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- Photovoice with the County Council on December 19
- Tour with Representative Derek Stanford on December 20
- Representative Carolyn Eslick on January 4

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193 **Miscellaneous Reports and Set Next Meeting Date**

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195 There were no miscellaneous reports.

196
197 Karl Hereth moved that the January 2018 Board Meeting be held on Tuesday,
198 January 16, 2018 at 6:00 pm at the District office, and that proper notice be
199 distributed to the public; and that the meeting be adjourned. Jeff Ellingsen
200 seconded the motion. The motion passed unanimously.

201
202 Meeting was adjourned at 9:40 pm.

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204
205 **SUMMARY OF OFFICIAL ACTIONS**

206
207 Jeff Ellingsen moved to accept the November 21, 2017 Board Meeting minutes.
208 Karl Hereth seconded the motion. The motion passed unanimously.

209
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211 radio opportunities, videos for Sno-Isle Libraries, and TED talks. Jeff Ellingsen
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234 Education. Jeff Ellingsen seconded the motion. The motion passed
235 unanimously.

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

- 238
239 • No cost share agreements

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241 Cost share payments to:

242

- 243 • K. Taylor
- 244 • J. and G. McKee

245

246 Contracts/inter-local agreements with:

247

- 248 • Sound Salmon Solutions for J. Lange CREP Maintenance

249

250 CREP Maintenance Contract with:

251

- 252 • No new contracts

253

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Chairman

Mark Crum

Date

1-16-18

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Secretary

Monte K. Merti

Date

1-16-18