

1 **Snohomish Conservation District**
2 **Board Meeting Minutes**
3 **Tuesday, February 21, 2017**
4

5 **Present:**

6		
7	Mark Craven, Board Chair	Steve Van Valkenburg, Board Member
8	Jeff Ellingsen, Board Member	Fraser Sime, Citizen
9	Jesse Allen, Citizen	Alex Pittman, SCD Staff
10	Linda Schultz, Farm Services Agency	Bobbi Lindemulder, SCD Staff
11	Kate Riley, SCD Staff	Ryan Williams, SCD Staff
12	Monte Marti, SCD Staff	

13
14 The meeting was called to order at 6:10 pm by Board Chair Mark Craven. There
15 were 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 January 2017 Board Meeting Minutes**

22
23 The January 17, 2017 Board Meeting minutes were reviewed. Jeff Ellingsen
24 moved to accept the January 17, 2017 Board Meeting minutes. Steve Van
25 Valkenburg seconded the motion. The motion passed unanimously.
26

27 **Public Comment**

28
29 Fraser Sime introduced himself and talked about his previous experiences with
30 resource conservation districts in California. The Board is interested in further
31 engagement with Fraser.
32

33 Jesse Allen provided positive feedback on the digester/advanced distillation
34 project and Brett de Vries' presentation at the Agriculture Advisory Board
35 meeting.
36

37 **Partner Presentations and Discussion**

38
39 No partner presentations were provided.
40

41 **FSA and NRCS Reports**

42
43 Linda Schultz (FSA) provided an update and report on FSA board elections,
44 CREP, crop insurance, NRCS farm records, farm loans and organic certification.
45

46 Sarah Tanuvasa (NRCS District Conservationist) was not available to provide a
47 report.

48

49 **Staff Reports**

50

51 Alex Pittman provided an update on riparian activities. Jesse Allen highlighted
52 the potential impact of riparian planting on agricultural activities.

53

54 Bobbi Lindemulder provided an update on Focus on Farming.

55

56 Ryan Williams provided an update on the Plant Sale.

57

58 **Committee Reports**

59

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

61

62 The next Advisory Committee meeting will be on February 23, 2017.
63 There is a proposal to combine the SCWD into a single rate utility with the
64 rest of Snohomish County.

65

66 **Citizen Advisory Committee**

67

68 There was nothing to report.

69

70 **Ag Board**

71

72 The Ag Board discussed the bill generated by Senator Hobbs. Adam
73 Farnham might be interested in the vacant "equine" position on the Board.

74

75 **Farm Bureau**

76

77 At their monthly meeting, the Farm Bureau had a robust discussion about
78 a potential "common ground" document.

79

80 **WACD**

81

82 The WACD meeting on February 13 and the legislative day on February
83 14 were well attended and a lot of good information about conservation
84 district programs was shared with legislators.

85

86 **Policies**

87

88 Steve Van Valkenburg moved to approve the "District Manager Authority"
89 policy. Jeff Ellingsen seconded the motion. The motion passed
90 unanimously.

91

92 Steve Van Valkenburg moved to approve the “Employee Recognition,
93 Incentives, and Awards” policy. Jeff Ellingsen seconded the motion. The
94 motion passed unanimously.
95

96 **Building and Office Space**

97
98 NRCS has no specific plans or direction for their property management
99 activities. The rates proposal needs to help address the District’s office
100 space concerns and future actions.
101

102 **5-Year Plan**

103
104 There was nothing new to report.
105

106 **Puget Sound Conservation District Caucus**

107
108 The next PSCD Caucus meeting will be Monday, February 27, 2017.
109

110 **Washington Conservation Commission (WCC)**

111
112 The Snohomish Conservation District hosted the January 2017 WCC meeting.
113 District staff members worked with the WCC staff to organize and implement a
114 tour for the afternoon of January 18, dinner that evening, and the Commission
115 meeting on January 19. All three were successful and well received by the
116 participants. It was one of the most well attended Commission meetings in
117 history. The State budget and the Commission’s budget request continue to be
118 hot topics.
119

120 **Snohomish County and Camano Island Assessment Updates**

121
122 Jeff Ellingsen moved to approve the 2018 rates and charges budget as revised
123 and provide to FCS as a draft for a rate proposal. Steve Van Valkenburg
124 seconded the motion. The motion passed unanimously.
125

126 **Financial Reports**

127
128 Steve Van Valkenburg moved for the payment of vouchers/warrants: EFT’s and
129 checks #7864 - #7901 totaling \$234,269.76, and to accept and approve the
130 January 2017 Receipt Register, Check Register, and Treasurer’s Report. Jeff
131 Ellingsen seconded the motion. The motion passed unanimously.
132

133 The Board of Supervisors reviewed the “Unpaid Invoices” as of February 21,
134 2017 and the “Employee Vacation and Sick Leave” accruals as of February 10,
135 2017.
136

137 Steve Van Valkenburg reviewed the bank statements.

138

139 The Board of Supervisors reviewed the VISA report for transaction dates
140 December 5, 2016 – January 6, 2017 and January 11, 2017 – February 6, 2017;
141 and the Chevron and Texaco Business Card reports for starting date December
142 22, 2016 – January 21, 2017.

143

144 **Agreements and Contracts**

145

146 Jeff Ellingsen **moved** to approve the cost share agreements with:

147

- 148 • No new agreements

149

150 The cost share payments to:

151

- 152 • A. Danielson

153

154 Contracts/inter-local agreements with:

155

- 156 • Calypso Restoration for the Carlson, Cushman, and Pilchuck Learning
157 Center Riparian projects
- 158 • The Nature Conservancy for the Green Stormwater Labor Force
- 159 • The City of Everett for the Rain Garden Pilot Project
- 160 • The Nature Conservancy for the Agriculture Resilience Plan
- 161 • PCC Farmland Trust for the Agriculture Land Protection Strategy
- 162 • Washington State University for the Washington Stormwater Center Rain
163 Garden Construction project
- 164 • Washington Department of Veteran's Affairs for the Veterans
165 Conservation Corp

166

167 And CREP Maintenance Contracts with:

168

- 169 • No action this month

170

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

172

173 **Manager's Report**

174

175 Steve Van Valkenburg **moved** to approve "Resolution #2017_01 ~ Automatic
176 Re—Election of Incumbent" and to sign the resolution. Jeff Ellingsen **seconded**
177 the motion. The motion **passed** unanimously.

178

179 The District is working with partners on the implementation of a producer
180 meeting on March 29, 2017.

181

182 District supervisors and staff met with 4 of the 5 County Council members.

183

184 The District is wrapping up the interview process for the farm planner and billing
185 assistant positions. The WSU intern will start in mid-May after graduation. Kate
186 Riley will be soliciting applications for the replacement positions for the Outreach
187 Team and the Community Conservation Team.

188

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

190

191 There were no miscellaneous reports.

192

193 Jeff Ellingsen moved that the March 2017 Board Meeting be held on Tuesday,
194 March 21, 2017 at 6:00 pm at the District office, and that proper notice be
195 distributed to the public; and that the meeting be adjourned. Steve Van
196 Valkenburg seconded the motion. The motion passed unanimously.

197

198 Meeting was adjourned at 9:20 pm.

199

200

201

SUMMARY OF OFFICIAL ACTIONS

202

203 Jeff Ellingsen moved to accept the January 17, 2017 Board Meeting minutes.
204 Steve Van Valkenburg seconded the motion. The motion passed unanimously.

205

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223

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225

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227

- 228 • A. Danielson

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Contracts/inter-local agreements with:

- Calypso Restoration for the Carlson, Cushman, and Pilchuck Learning Center Riparian projects
- The Nature Conservancy for the Green Stormwater Labor Force
- The City of Everett for the Rain Garden Pilot Project
- The Nature Conservancy for the Agriculture Resilience Plan
- PCC Farmland Trust for the Agriculture Land Protection Strategy
- Washington State University for the Washington Stormwater Center Rain Garden Construction project
- Washington Department of Veteran's Affairs for the Veterans Conservation Corp

And CREP Maintenance Contracts with:

- No action this month

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

Steve Van Valkenburg moved to approve "Resolution #2017_01 ~ Automatic Re—Election of Incumbent" and to sign the resolution. Jeff Ellingsen seconded the motion. The motion passed unanimously.

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Chairman Mark Cram Date 3-21-17
Secretary Monte H. Matte Date 3-21-17

