

**Snohomish Conservation District  
Board Meeting Minutes  
Tuesday, July 18, 2017**

**Present:**

Mark Craven, Board Chair	Steve Van Valkenburg, Board Member
Jeff Ellingsen, Board Member	Fraser Sime, Citizen
Ray Renfro, Citizen	Linda Schultz, FSA
Shana Joy, Washington State Conservation Commission	
Clayton Smith, Citizen Advisory Committee	
Ryan Williams, SCD Staff	Bobbi Lindemulder, SCD Staff
Brett deVries, SCD Staff	Kate Riley, SCD Staff
Monte Marti, SCD Staff	

The meeting was called to order at 6:05 pm by 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 June 2017 Board Meeting Minutes**

The June 20, 2017 Board Meeting minutes were reviewed. Jeff Ellingsen moved to accept the June 20, 2017 Board Meeting minutes. Steve Van Valkenburg seconded the motion. The motion passed unanimously.

**Public Comment**

There were no public comments.

**Partner Presentations and Discussion**

Ray Renfro led everyone at the meeting through a conversation about the Snohomish Conservation District agriculture engagement strategy. The conversation will continue over the course of several board meetings.

**FSA and NRCS Reports**

Linda Schultz provided a report on FSA activities.

**Staff Reports**

Brett deVries provided an update on dairy nutrient management plans.

Steve Van Valkenburg moved to approve and sign the dairy nutrient management plan update for Sno Valley Milk. Jeff Ellingsen seconded the motion. The motion passed unanimously.

Bobbi Lindemulder provided an update on the Ag Resilience Plan Steering Committee and the meeting on Monday, July 17, the Cultivating Success class, and Focus on Farming.

Ryan Williams provided an update on the Snohomish Conservation District rate proposal process.

## **Committee Reports**

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

Snohomish County Council consolidated the SCWD into the other watershed management area on July 5<sup>th</sup>, 2017. This created one rate utility area and will impact the Snohomish Conservation District funding for the Stillaguamish watershed.

Steve Van Valkenburg moved to approve and sign the response letter to the SCWD Advisory Board. Jeff Ellingsen seconded the motion. The motion passed unanimously.

### **Citizen Advisory Committee**

Ryan Williams is looking to re-engage the committee.

### **Ag Board**

Jeff Ellingsen reported that the Ag Board didn't meet in July. Their future agenda items will include the Snohomish Conservation District's rate proposal and the SCWD consolidation.

### **Farm Bureau**

The Farm Bureau didn't have a quorum at their July meeting. They provided a letter of support for the Snohomish Conservation District rate proposal.

### **WACD**

The WACD Executive Director position was posted and has closed, and WACD representatives are reviewing the applications.

### **Policies**

No new policies to consider.

### **Building and Office Space**

There was nothing new to report.

### **5-Year Plan**

Snohomish Conservation District staff and Board members continue to prepare for an update to the plan in early 2018.

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

Next meeting is July 31, 2017 and will be hosted by the Whatcom Conservation District.

### **Washington Conservation Commission (WCC)**

Shana Joy provided a report on FSA activities. At the meeting this week, the Conservation Commission will determine the allocation of Implementation and Engineering funds. She is collecting information on the financial impacts of not having a state capital budget. She met with Snohomish Conservation District staff today to perform a field review of projects implemented with Conservation Commission funds. She encouraged the Board of Supervisor to review the policy document that will be the topics discussed at the "All District Meeting" on August 23/24. She encouraged supervisors to attend.

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

Meetings are being schedule with Snohomish County Council members and Island County Commissioners to update them on activities and projects.

### **Financial Reports**

Steve Van Valkenburg **moved** for the payment of vouchers/warrants: EFT's and checks #8086 - #8168 totaling \$535,626.95, and to accept and approve the June 2017 Receipt Register, Check Register, and Treasurer's Report. Jeff Ellingsen **seconded** the motion. The motion **passed** unanimously.

Steve Van Valkenburg reviewed the bank statements.

The Board of Supervisors reviewed:

- Outstanding Invoices as of July 18, 2017
- Employee vacation and sick leave as of July 10, 2017



- VISA report for transaction dates June 7, 2017 – July 7, 2017; and
- Chevron and Texaco Business Card reports for starting date May 22, 2017 – June 21, 2017.

### **Agreements and Contracts**

Steve Van Valkenburg moved to approve the cost share agreement for the Groeneveld Dairy. Jeff Ellingsen seconded the motion. The motion passed unanimously.

Jeff Ellingsen moved to approve the cost share agreements with:

- J. and G. McKee

Cost share payments to:

- None

Contracts/inter-local agreements with:

- Whidbey Island Conservation District for the Livingston Bay Near Term Action project
- Forterra for the Working and Natural Lands Protection Project for Stillaguamish River Ag Land Protection
- PCC Farmland Trust for the Working and Natural Lands Protection Project for Stillaguamish River Ag Land Protection
- Dan Evans Consulting for Regulatory Coordination & Efficiency for Agriculture Permitting Assistance
- SSBN for Climate Change Impacts on Flooding in the Snohomish and Stillaguamish Watersheds
- Washington State University for the Crop Impact Tool.

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

### **Manager's Report**

The Board of Supervisors reviewed the NACD letter concerning federal funding. Steve Van Valkenburg moved to send a letter to congress in support of conservation technical assistance funding. Jeff Ellingsen seconded the motion. The motion passed unanimously.

Jeff Ellingsen moved to accept and sign Delegation of Authority statement for the District Manager for July 21 – July 30, 2017. Steve Van Valkenburg seconded the motion. The motion passed unanimously.

Jeff Ellingsen moved to that the Snohomish Conservation District become a member of the Washington Conservation Society. Steve Van Valkenburg seconded the motion. The motion passed unanimously.

Jeff Ellingsen moved to pay the \$5,520 for WACD dues, appoint 4 associate supervisors

- Clayton Smith
- Duane Weston
- Fraser Sime
- Ray Renfro

And pay the \$10 membership dues for each associate supervisor (\$40 total). Steve Van Valkenburg seconded the motion. The motion passed unanimously.

Steve Van Valkenburg moved to approve the higher than per diem hotel rate for Alicia Kellogg during her out-of-town work over July 13, 2017. Jeff Ellingsen seconded the motion. The motion passed unanimously.

Jeff Ellingsen moved to approve the 2<sup>nd</sup> Quarter 2017 budget comparison. Steve Van Valkenburg seconded the motion. The motion passed unanimously.

Monte Marti provided an overview of the Governor Inslee tour on July 13, 2017.

The Partnership Breakfast will be on Friday, September 15, 2017 and the Board of Supervisors was encouraged to attend.

District staff members provided a field tour for Snohomish County Council Member Sam Low on June 30, 2017. There is a meeting scheduled with Snohomish County Executive Dave Somers on August 1, 2017 at 10:00 am.

The Board of Supervisors had no concerns with the Snohomish Conservation District being listed as a potential employer for convicted felons. The District currently does background checks on all potential volunteers and potential employees.

Snohomish Conservation District staff members will be meeting with Snohomish County Surface Water Management Director Will Hall on Monday, August 21, 2017.

The Board of Supervisor discussed 2 potential training requests and suggested some potential policy changes for staff training.

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

There were no miscellaneous reports.

Jeff Ellingsen moved that the August 2017 Board Meeting be held on Tuesday, August 15, 2017 at 6:00 pm at the District office, and that proper notice be distributed to the public; and that the meeting be adjourned. Steve Van Valkenburg seconded the motion. The motion passed unanimously.

Meeting was adjourned at 10:00 pm.

### **SUMMARY OF OFFICIAL ACTIONS**

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Chairman

Mark Crum

Date 8-15-17

Secretary

Monte K. Mart

Date 8-15-17

