

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

5 **Present:**

| | | |
|----|---------------------------------|---|
| 6 | | |
| 7 | Mark Craven, Board Chair | Steve Van Valkenburg, Board Member |
| 8 | Jeff Ellingsen, Board Member | Karl Hereth, Board Member |
| 9 | Fraser Sime, Citizen | Bill Pierce, Citizen Advisory Committee |
| 10 | Linda Neunzig, Snohomish County | Shana Joy, Conservation Commission |
| 11 | John Ghilarducci, FCS Group | Brooke Tacia, FCS Group |
| 12 | Michael Hipp, SCD Staff | Ryan Williams, SCD Staff |
| 13 | Monte Marti, SCD Staff | |

14
15 The meeting was called to order at 6:15 pm by Board Chair Mark Craven. There
16 were no revisions to the agenda items for the meeting.
17

18 **Guest and Staff Introductions**

19
20 Introductions were made and guests provided self-introductions.
21

22 **Approve February 2017 Board Meeting Minutes**

23
24 The February 21, 2017 Board Meeting minutes were reviewed. Steve Van
25 Valkenburg moved to accept the February 21, 2017 Board Meeting minutes.
26 Karl Hereth seconded the motion. The motion passed unanimously.
27

28 **Public Comment**

29
30 No public comment was provided.
31

32 **Partner Presentations and Discussion**

33
34 Linda Neunzig provided a report on the 2016 Focus on Farming Conference.
35 She continues to seek feedback and is open to changes for the 2017
36 conference. Mark Craven will plan to participate on the April 2017 planning
37 meeting conference call. He will bring some proposed changes for the
38 conference to the call. She has already set November 1, 2017 as the date for
39 the conference.
40

41 **FSA and NRCS Reports**

42
43 Linda Schultz (FSA) and Sarah Tanuvasa (NRCS District Conservationist) were
44 not available to provide a report.
45

46 **Staff Reports**

47
48
49
50
51
52
53
54
55
56
57
58
59
60
61
62
63
64
65
66
67
68
69
70
71
72
73
74
75
76
77
78
79
80
81
82
83
84
85
86
87
88
89
90
91
92

Michael Hipp provided an introduction. He talked about his work experience. He noted that as a farm planner he would be supporting the equine landowners.

Committee Reports

Stillaguamish Clean Water District (SCWD):

Snohomish County is looking to dissolve the SCWD and the Advisory Board. This could potentially impact our funding for SCWD activities; therefore, the Board will include the funding in the new rate proposal. The fund balance will still be allocated to the District.

Citizen Advisory Committee

Committee members were invited to the Board meeting and the public meetings. Ryan Williams and Monte Marti have talked with several committee members about the new rate proposal. Bill Pierce from the Committee attended this Board meeting.

Ag Board

The Ag Board discussed permitting activities. They are looking for the District to engage with these conversations.

Farm Bureau

The Farm Bureau continues to refine its “common ground” document. Their president, Dan Bartelheimer, continues to be actively engaging in various county-wide activities.

WACD

WACD continues to monitor and actively engage in the state budget process with legislators. House and Senate budgets are starting to be released and negotiations between both legislative branches will begin in the near future.

Policies

No policy changes were discussed.

Building and Office Space

New building alternatives are still being pursued by Ryan Williams and the realtor. A new office configuration within the existing office space is being

93 evaluated. The Board would like to receive an itemized budget in April
94 before making any recommendations and approving any changes to the
95 existing building.
96

97 **5-Year Plan**

98
99 There was nothing new to report.
100

101 **Puget Sound Conservation District Caucus**

102
103 The next PSCD Caucus meeting will be Monday, March 27, 2017. The
104 Caucus is scheduling a facilitated planning session with Ray Ledgerwood
105 for the April 24, 2017 meeting.
106

107 **Washington Conservation Commission (WCC)**

108
109 Shana Joy reported on the status of the legislative budgets and the potential
110 impacts on the Commission's budget. There are some upcoming changes to the
111 CPDS system and conservation districts will need to send representatives to the
112 upcoming training sessions. Conservation districts are being encouraged to get
113 potential projects into CPDS to support a potential request from the Office of
114 Financial Management for the state budget process. The Conservation
115 Accountability and Performance Program (CAPP) is moving forward and Shana
116 spent time with District staff and Steve Van Valkenburg seeking input.
117

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

119
120 John Ghilarducci and Brooke Tacia from the FCS Group presented the draft rate
121 proposal given the budget approved by the Board of Supervisors last month.
122 The County's fee for collecting and spreading the revenue was also discussed.
123

124 Steve Van Valkenburg moved to advance the 2018 rates and charges proposal
125 to the public meetings on April 3, 4, and 11. Karl Hereth seconded the motion.
126 The motion passed unanimously.
127

128 **Financial Reports**

129
130 Karl Hereth moved for the payment of vouchers/warrants: EFT's and checks
131 #7902 - #7939 totaling \$222,297.12, and to accept and approve the February
132 2017 Receipt Register, Check Register, and Treasurer's Report. Steve Van
133 Valkenburg seconded the motion. The motion passed unanimously.
134

135 The Board of Supervisors reviewed the "Outstanding Invoices" as of March 21,
136 2017 and the "Employee Vacation and Sick Leave" accruals as of March 10,
137 2017.
138

139 Steve Van Valkenburg reviewed the bank statements.
140
141 The Board of Supervisors reviewed the VISA report for transaction dates
142 February 8, 2017 – March 8, 2017; and the Chevron and Texaco Business Card
143 reports for starting date January 22, 2016 – February 21, 2017.
144

145 **Agreements and Contracts**

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

- 148
- 149 • S. Miller/L & S Properties
- 150 • C. Groeneveld
- 151

152 The cost share payments to:

- 153
- 154 • A. Danielson
- 155

156 Contracts/inter-local agreements with:

- 157
- 158 • Department of Ecology for changes in scope for the Healthy Soils for a
- 159 Healthy French Creek grant
- 160 • Skagit Conservation District for the Padilla Bay Green Stormwater
- 161 Infrastructure Community Demonstration Project
- 162 • Snohomish County for the Stillaguamish Clean Water District and Youth
- 163 Education amendment
- 164 • Department of Fish and Wildlife for the Living With Beavers Program
- 165 • Sound Salmon Solutions for 4 projects:
 - 166 ○ Soaring Swallow Farms Riparian Restoration
 - 167 ○ Church Creek Riparian Buffer Maintenance
 - 168 ○ CREP Riparian Buffer Maintenance on 3 sites
 - 169 ○ Sanders Riparian Buffer Maintenance
- 170 • Lake Forest Park Stream Keepers for professional services
- 171 • Spokane Conservation District for access to their low interest loan
- 172 program
- 173

174 And CREP Maintenance Contracts with:

- 175
- 176 • No action this month
- 177

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

179 180 **Manager's Report**

181
182 The Board discussed the Time Value Investments proposal. They were not
183 prepared to make a decision and had concerns about potential staffing costs for

184 the District. Shana Joy wanted to also do some additional research with other
185 Commission staff.

186

187 In compliance with the Schedule 22, the Board reviewed:

188

189 • RCW 89.08.210

190 • RCW 89.08.220

191 • List of current contracts and inter-local agreements

192

193

194 Steve Van Valkenburg moved to approve the purchase of a new pick-up with a
195 purchase price limit of \$32,000. Karl Hereth seconded the motion. The motion
196 passed unanimously.

197

198 The District will actively publicize the dates/times/locations of the public meetings
199 for the rate proposal. The District will engage the public to solicit input on the
200 rate proposal. The public meetings will be geographically dispersed and will be:

201

202 • March 23 @ the Stillaguamish Clean Water District Advisory Board
203 meeting

204 • April 3 @ 6:30 pm in Everett

205 • April 4 @ 6:30 pm in Arlington

206 • April 11 @ 6:30 pm in Snohomish

207

208 Monte Marti met with staff members of the federal delegation on March 13 ~
209 Cantwell, DelBene, Larsen, and Murray.

210

211 Ryan Williams will be applying for the Ag Forestry Program and will present a
212 proposal to the Board at the April 2017 Board meeting.

213

214 Karl Hereth moved to secure a Home Depot account and have staff check into
215 raising the credit limit on the existing credit card. Steve Van Valkenburg
216 seconded the motion. The motion passed unanimously.

217

218 Mark Craven continues to have conversations with the Conservation
219 Commission about the Voluntary Stewardship Program (VSP) and that counties
220 like Snohomish County are implementing critical area regulations in ways similar
221 to VSP. The Board was provided information on the VSP website and
222 newsletter.

223

224 The Snohomish County Growers Alliance will be hosting a workshop on March
225 29 at the Evergreen Fairgrounds Long House.

226

227 Monte Marti met with Barb Mock on March 8. The District will continue to work
228 with Snohomish County Planning and Development Services on permit

229 coordination and permitting efficiency. This will also include further dialogue with
230 the Ag Board and Sustainable Lands Strategy.

231

232 The WACD Northwest Area director position is open and the San Juan
233 Conservation District Board of Supervisors are seeking input on the two
234 candidates that have filling for the position.

235

236 Staff changes were discussed:

237

- 238 • Michael Hipp => Farm Planner (equine focus ~ replacement for Brad
- 239 Riehle)
- 240 • Deanna Johnson => Billing Assistant (April 3 start date ~ new position)
- 241 • Amy Gamache => WSU Intern (May 8 start date ~ replacement for Kacie
- 242 Hillary)
- 243 • Outreach => position closed March 17 (replacement for Cayley Allen)
- 244 • Community Conservation => position closed March 17 (replacement for
- 245 Bobby Butler)

246

247 Monte Marti attended the Puget Sound Summit on March 3.

248

249 The Board of Supervisors will be entering into a deeper conversation about
250 landowner engagement at a future meeting. It might require a special meeting.

251

252 Steve Van Valkenburg moved to increase the hourly wage for Cam Allen by
253 \$1.00 per hour. Karl Hereth seconded the motion. The motion passed
254 unanimously.

255

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

257

258 There were no miscellaneous reports.

259

260 Karl Hereth moved that the April 2017 Board Meeting be held on Tuesday, April
261 18, 2017 at 6:00 pm at the District office, and that proper notice be distributed to
262 the public; and that the meeting be adjourned. Jeff Ellingsen seconded the
263 motion. The motion passed unanimously.

264

265 Meeting was adjourned at 10:50 pm.

266

267

268

SUMMARY OF OFFICIAL ACTIONS

269

270 Steve Van Valkenburg moved to accept the February 21, 2017 Board Meeting
271 minutes. Karl Hereth seconded the motion. The motion passed unanimously.

272

273 Steve Van Valkenburg moved to advance the 2018 rates and charges proposal
274 to the public meetings on April 3, 4, and 11. Karl Hereth seconded the motion.
275 The motion passed unanimously.
276

277 Karl Hereth moved for the payment of vouchers/warrants: EFT's and checks
278 #7902 - #7939 totaling \$222,297.12, and to accept and approve the February
279 2017 Receipt Register, Check Register, and Treasurer's Report. Steve Van
280 Valkenburg seconded the motion. The motion passed unanimously.
281

282 Jeff Ellingsen moved to approve the cost share agreements with:
283

- 284 • S. Miller/L & S Properties
- 285 • C. Groeneveld
- 286

287 The cost share payments to:
288

- 289 • A. Danielson
- 290

291 Contracts/inter-local agreements with:
292

- 293 • Department of Ecology for changes in scope for the Healthy Soils for a
294 Healthy French Creek grant
- 295 • Skagit Conservation District for the Padilla Bay Green Stormwater
296 Infrastructure Community Demonstration Project
- 297 • Snohomish County for the Stillaguamish Clean Water District and Youth
298 Education amendment
- 299 • Department of Fish and Wildlife for the Living With Beavers Program
- 300 • Sound Salmon Solutions for 4 projects:
 - 301 ○ Soaring Swallow Farms Riparian Restoration
 - 302 ○ Church Creek Riparian Buffer Maintenance
 - 303 ○ CREP Riparian Buffer Maintenance on 3 sites
 - 304 ○ Sanders Riparian Buffer Maintenance
- 305 • Lake Forest Park Stream Keepers for professional services
- 306 • Spokane Conservation District for access to their low interest loan
307 program
- 308

309 And CREP Maintenance Contracts with:
310

- 311 • No action this month
- 312

313 Steve Van Valkenburg seconded the motion. The motion passed unanimously.
314

315 Steve Van Valkenburg moved to approve the purchase of a new pick-up with a
316 purchase price limit of \$32,000. Karl Hereth seconded the motion. The motion
317 passed unanimously.

318
319
320
321
322
323
324
325
326
327
328
329
330
331
332
333
334
335
336
337
338

Karl Hereth moved to secure a Home Depot account and have staff check into raising the credit limit on the existing credit card. Steve Van Valkenburg seconded the motion. The motion passed unanimously.

Steve Van Valkenburg moved to increase the hourly wage for Cam Allen by \$1.00 per hour. Karl Hereth seconded the motion. The motion passed unanimously.

Karl Hereth moved that the April 2017 Board Meeting be held on Tuesday, April 18, 2017 at 6:00 pm at the District office, and that proper notice be distributed to the public; and that the meeting be adjourned. Jeff Ellingsen seconded the motion. The motion passed unanimously.

Chairman Mark Crum Date 4-18-17

Secretary Morty K. Maati Date 4-18-17