

**Snohomish Conservation District
Board Meeting Minutes
Tuesday, October 20, 2015**

Present:

Mark Craven, Chair	Steve Van Valkenburg, Board Member
Jeff Ellingsen, Board Member	Karl Hereth, Board Member
Daryl Williams, Conservation Commission/Qualco Energy/Tulalip Tribes	
Jon Van Nieuwenhuyzen, Qualco Energy/Werkhoven Dairy	
Brett deVries, SCD Staff	Monte Marti, SCD Staff

The meeting was called to order at 6:30 pm by Board Member Steve Van Valkenburg. There were no revisions to the list of agenda items.

Guest and Staff Introductions

Introductions were made.

Approve September 2015 Board Meeting Minutes

The September 15, 2015 Board Meeting minutes were reviewed. Karl Hereth moved to accept the September 15, 2015 Board Meeting minutes as distributed. Jeff Ellingsen 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 were no FSA or NRCS reports.

Staff Reports

Brett deVries provided an update on the equipment program. There are concerns with the labor costs associated with the program. Additional information will be provided by Cindy Dittbrenner at a later meeting. He provided additional information about the dairy summit and the Stillaguamish digester projects. He updated the Board on the projects he helped to implement in King and Snohomish this summer. He will be providing more information in the future on cover crop cost share opportunities and water use reduction opportunities on dairies.

48
49 Brett reviewed the Qualco Energy resource conservation plan. Daryl Williams
50 and Jon Van Nieuwenhuyzen provided input on the need and purpose of the
51 plan.

52
53 Steve Van Valkenburg moved to approve the Qualco Energy resource
54 conservation plan as presented. Jeff Ellingsen seconded the motion. The
55 motion passed unanimously.

56 57 **Committee Reports**

58 59 **Stillaguamish Clean Water District (CWD):**

60
61 Steve Van Valkenburg noted that there might be a potential agreement on
62 the funding for the Stillaguamish Clean Water District. It would eliminate
63 the 90.72 funding and fully implement the 36.89 funding within the CWD.

64 65 **Citizen Advisory Committee**

66
67 Ryan Williams is working on an annual planning calendar with specific
68 input requirements for the Citizen Advisory Committee.

69 70 **Ag Board**

71
72 There was no October meeting.

73 74 **Farm Bureau**

75
76 There was no October meeting.

77 78 **WACD**

79
80 The WACD Annual Meeting will be November 30 – December 2 in
81 Spokane. Bobbi Lindemulder, Cindy Dittbrenner, Jeff Ellingsen, Mark
82 Craven, Monte Marti, and Ryan Williams will be attending. The WACD
83 Northwest Area meeting went well ~ 2 District attendees: Mark Craven
84 and Monte Marti. The District's resolution passed and will move forward
85 to the WACD Annual Meeting. Mark Craven attended the central area
86 meetings.

87
88 Karl Hereth moved to pay the \$5,520 in WACD dues prior to the WACD
89 Annual Meeting. Steve Van Valkenburg seconded the motion. The
90 motion passed unanimously.

91 92 **Policies**

93

94 Steve Van Valkenburg moved to pass the District's Election Resolution to
95 establish the date, time, manner, and location for the 2016 Supervisor
96 elections: Tuesday, March 15, 2016; polls will be open 2:00 pm – 6:00
97 pm; it will be a poll site election; it will be at 528 91st Ave. NE, Lake
98 Stevens, WA; and future election information will be posted ONLY on the
99 District's website at www.snohomishcd.org. Karl Hereth seconded the
100 motion. The motion passed unanimously.

101 102 **Building and Office Space**

103
104 Ryan Williams and Monte Marti are engaging a commercial real estate
105 agent to explore potential building sites and/or commercial office space.
106

107 **5-Year Plan**

108
109 The Board and staff will be asked to provide input prior to October 31 on
110 any potential updates or changes to the 5-year plan.
111

112 **Puget Sound Conservation District Caucus**

113
114 The next Puget Sound Conservation District Caucus meeting will be on
115 October 26. The key agenda item will be near-term-action (NTA)
116 development by individual districts, as well as regional NTA development
117 with the Washington Conservation Commission.
118

119 **Washington Conservation Commission (WCC)**

120
121 The Commission informed both Mark Craven and Steve Van Valkenburg about
122 the expiration of their terms on the Snohomish Conservation District Board of
123 Supervisors. If they are interested in either running for the elected position or
124 applying for the appointed position, they will need to comply with the Election
125 and Appointment process outlined by the Commission. Additionally, the
126 Snohomish Conservation District staff will advertise and publicize that the
127 positions are open for nominations, and will seek potential candidates to move
128 forward with the Election and Appointment process.
129

130 The Board reviewed the Commission funding and priorities for Category 3
131 Shellfish capital projects.
132

133 The long-term funding options from the September 21 meeting were reviewed by
134 the Board of Supervisors.
135

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

137
138 Snohomish County continues to not provide any additional information on the
139 back-up information for the administrative fees charged by the Treasurer's
140 Office.

141
142 **Financial Reports**
143

144 Karl Hereth moved for the payment of vouchers/warrants: EFT's and checks
145 #7007 - #7045 totaling \$348,177.63, and to accept and approve the September
146 2015 Receipt Register, Check Register, and Treasurer's Report. Steve Van
147 Valkenburg seconded the motion. The motion passed unanimously.
148

149 The Board of Supervisors also reviewed the "Outstanding Invoices" as of
150 October 20, 2015 and the "Employee Vacation and Sick Leave" accruals as of
151 October 9, 2015. The Board reviewed the detailed charges associated with the
152 VISA account transactions with transaction dates September 10 – October 7,
153 2015.
154

155 Steve Van Valkenburg reviewed the bank statements.
156

157 There was no public comment during the Public Hearing on the 2016 Calendar
158 Year Budget.
159

160 The Board reviewed the third quarter revenue and expense budget comparisons.
161

162 **Agreements and Contracts**
163

164 Steve Van Valkenburg moved to pay the NACD dues at \$775. Jeff Ellingsen
165 seconded the motion. The motion passed unanimously.
166

167 Steve Van Valkenburg moved to pay the BIAS annual charges at \$4,011.03.
168 Jeff Ellingsen seconded the motion. The motion passed unanimously.
169

170 Karl Hereth moved to pay the \$22,172 Enduris insurance bill. Jeff Ellingsen
171 seconded the motion. The motion passed unanimously.
172

173 Jeff Ellingsen moved to accept and have Mark Craven sign the cost share
174 agreements with:
175

- 176 • D. Adkins
- 177 • B. Brady
- 178 • A. & W. Sanders
- 179

180 And the contracts/inter-local agreements with:
181

- 182 • Washington State Reference Network for GPS service
- 183 • Adopt A Stream Foundation for Pilchuck River Farm outreach &
184 engagement
- 185 • Adopt A Stream Foundation for livestock watering facility installation
- 186 • City of Granite Falls
- 187 • Squalicum Mountain Ecological Restoration for a CREP fencing project

- Washington State Conservation Commission for motor pool vehicles

Karl Hereth seconded the motion. The motion passed unanimously.

Manager's Report

Several legislative tours have been completed.

The budget and planning calendar has been developed for 2016.

Staff is seeking Board input on potential changes/enhancements/updates to the 5-year plan.

The Partnership Breakfast was well attended.

The District sent four staff members ~ Bobbi Lindemulder, Eric Schuh, Ryan Leigh, Ryan Williams ~ to Okanagon to provide technical assistance for fire damaged properties.

Miscellaneous Reports and Set Next Meeting Date

There were no miscellaneous reports.

Steve Van Valkenburg moved that the November 2015 Board Meeting be held on Tuesday, November 17, 2015 at 6:00 pm at the District office, and that proper notice be distributed to the public; and that the meeting be adjourned. Karl Hereth seconded the motion. The motion passed unanimously.

Meeting was adjourned at 9:00 pm.

SUMMARY OF OFFICIAL ACTIONS

Karl Hereth moved to accept the September 15, 2015 Board Meeting minutes as distributed. Jeff Ellingsen seconded the motion. The motion passed unanimously.

Steve Van Valkenburg moved to approve the Qualco Energy resource conservation plan as presented. Jeff Ellingsen seconded the motion. The motion passed unanimously.

Karl Hereth moved to pay the \$5,520 in WACD dues prior to the WACD Annual Meeting. Steve Van Valkenburg seconded the motion. The motion passed unanimously.

Steve Van Valkenburg moved to pass the District's Election Resolution to establish the date, time, manner, and location for the 2016 Supervisor elections: Tuesday, March 15, 2016; polls will be open 2:00 pm – 6:00 pm; it will be a poll

235 site election; it will be at 528 91st Ave. NE, Lake Stevens, WA; and future
236 election information will be posted ONLY on the District's website at
237 www.snohomishcd.org. Karl Hereth seconded the motion. The motion passed
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Chairman Mark Craven

Date 11-17-15

Secretary Montell Maito

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