

**Snohomish Conservation District
Board Meeting Minutes
Tuesday, June 20, 2017**

Present:

Mark Craven, Board Chair	Steve Van Valkenburg, Board Member
Karl Hereth, Board Member	Jeff Ellingsen, Board Member
Adam Farnham, Board Member	Max Albert, Stillaguamish Citizen
Fraser Sime, Citizen	Alicia Kellogg, SCD Staff
Ray Renfro, Citizen	Kari Quaas, SCD Staff
Ryan Williams, SCD Staff	Cindy Dittbrenner, SCD Staff
Ashley Shattuck, SCD Staff	
Randy Card, First Financial Northwest Bank	
Tonya Christoffersen, Lake Stevens Sewer District	
Caitlin Hubbard, Lake Stevens Sewer District	

The meeting was called to order at 6:02 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 May 2017 Board Meeting Minutes

The May 16, 2017 Board Meeting minutes were reviewed. Steve Van Valkenburg moved to accept the May 16, 2017 Board Meeting minutes. Adam Farnham seconded the motion. The motion passed unanimously.

Public Comment

Max Albert commented on the Snohomish Conservation District's letter of support to Snohomish County for the consolidation of the Stillaguamish Clean Water District.

Randy Card from First Financial Northwest Bank presented interest rate and account options for moving the District's accounts from OPUS to their bank.

Partner Presentations and Discussion

Lake Stevens Sewer District presented on a proposal to transfer a decommissioned water treatment plant property to the Snohomish Conservation District. They offered to provide a tour for interested Board members.

FSA and NRCS Reports

No reports

Staff Reports

Cindy Dittbrenner presented on the current status of the District's Agriculture Resilience planning efforts.

Ashley Shattuck introduced herself to the Board and discussed her work with the Natural Resource team and the WCC.

Alicia Kellogg introduced herself to the board and discussed what she will be working on as the newest employee to the District.

Kari Quaas discussed some of the outreach work she is doing and how she is seeking opportunities to highlight the work we are doing.

Committee Reports

Stillaguamish Clean Water District (SCWD):

Snohomish County Council plans to meet on July 5th, 2017 to vote on the consolidation proposal.

Citizen Advisory Committee

No report.

Ag Board

Jeff Ellingsen reported that the Ag Board discussed how the flood control districts coordinate and how they can be utilized to improve and protect agriculture.

Farm Bureau

No report.

WACD

The WACD Executive Director position was posted. The candidate search has started.

Policies

No new policies to consider.

Building and Office Space

Ryan Williams stated that the real estate agent has not received any updates on the status of the building bid and the Snohomish JC Penney building.

5-Year Plan

No report.

Puget Sound Conservation District (PSCD) Caucus

Next meeting is June 26th, 2017 and will occur via a conference call.

Washington Conservation Commission (WCC)

There is still not budget from the State level. All WCC projects are on track to be completed by the end of the Biennium, June 30.

Supervisor Training

The Board of Supervisors completed a Harassment for Managers training provided by Enduris.

Snohomish County and Camano Island Assessment Updates

Ryan Williams reported that we received the May disbursement from Snohomish County. The rates and charges proposal was submitted to the County Council on June 1, 2017. Ryan followed up with the County Council's offices and is waiting for questions to be submitted back to the District.

Financial Reports

Steve Van Valkenburg **moved** for the payment of vouchers/warrants: EFT's and checks #8025 - #8085 totaling \$253,792.54, and to accept and approve the May 2017 Receipt Register, Check Register, and Treasurer's Report. Karl Hereth **seconded** the motion. The motion **passed** unanimously.

Steve Van Valkenburg reviewed the bank statements.

The Board of Supervisors reviewed the VISA report for transaction dates May 10, 2017 – June 9, 2017; and the Chevron and Texaco Business Card reports for starting date April 22, 2017 – May 21, 2017.

Agreements and Contracts

Jeff Ellingsen moved to approve the Kristoferson Creek Fish Passage Barrier Improvement Project contract documents and to proceed with a public works bid solicitation for construction of the Kristoferson Creek Fish Passage Barrier Improvement Project.

Steve Van Valkenburg seconded the motion. The motion passed unanimously

Karl Hereth moved to approve the cost share agreements with:

- Alycia Loftus
- Jeff Patterson
- Ian Cotton
- Tim McCoy
- David Vandever
- Jerome Reyes
- Patty Roberts
- Jeffrey Tso
- Carol McMahan
- Denise Lancaster
- Gloria Hubacker
- Nancy Kowalski
- Se Marte
- Patricia Gans
- Emily Dolan
- Dennis McMahan
- Brian O'Connor
- Andrew Feldhaus
- Matt Millet

Cost share payments to:

- Sarah and Gregg Cann
- Groeneveld Farms, Inc
- Werkhoven Dairy

Contracts/inter-local agreements with:

- WSU - Snohomish County for Rain Garden Planting Design in Lynnwood
- Cardno for Kristoferson Creek wetland delineation and geotechnical testing
- Recreation and Conservation Office for Working and Natural Lands Protection Grant
- University of Washington for Flood modelling for the Ag Resilience plan

Jeff Ellingsen **seconded** the motion. The motion **passed** unanimously.

Karl Hereth **moved** to approve cost share payments on projects completed between June 20 and June 30, 2017 with District Staff verification of implementation for:

- Holly Farm
- Syd Nerland
- Natural Milk LLC
- Cardno for Kristoferson Creek wetland delineation and geotechnical testing

Jeff Ellingsen **seconded** the motion. The motion **passed** unanimously.

Manager's Report

The Tulalip Homework Support Program has applied to the Lawns to Lettuce Cost Share program. The project location is out of the Assessment area and needs approval to spend money there. Karl Hereth **moved** to approve the Tulalip Homework Support Program cost share application and recommends that staff seek additional funding support for the project. Steve Van Valkenburg **seconded** the motion. The motion **passed** unanimously.

The Sustainable Lands Strategy (SLS) has requested we provide support to the next event that brings together farmers, Tribes and regulatory agencies. Kate Riley, SCD Staff, is requesting \$1500 to support catering, facility rental or other logistical needs. Jeff Ellingsen **moved** to approve the use of \$1500 of Assessment funds to support the upcoming SLS event and requests that staff return to the Board if the event will require additional funds. Steve **seconded** the motion. The motion **passed** unanimously.

Kate Riley has been setting up meetings with City Councils within Snohomish County to present on the Rates and Charges proposal. So far Stanwood and Arlington meetings have been set. July 13th for Stanwood and June 29th for Arlington.

There is a tour scheduled for Sam Low on June 30th starting at 9:30AM.

The Board decided to schedule the next financial audit for three years after our last one in November.

Miscellaneous Reports and Set Next Meeting Date

There were no miscellaneous reports.

Karl Hereth moved that the July 2017 Board Meeting be held on Tuesday, July 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. Steve Van Valkenburg seconded the motion. The motion passed unanimously.

Meeting was adjourned at 9:07 pm.

SUMMARY OF OFFICIAL ACTIONS

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Chairman Mark Craven Date 7-18-17

Secretary Monte H. Maitis Date 7-18-17