



# Whidbey Island Conservation District

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**Public Meeting Minutes - DRAFT  
October 22, 2015  
9:00 a.m. - 11:00 a.m.**

**1 Public Meeting**

A regular meeting of the Board of Supervisors of the Whidbey Island Conservation District was held at the Whidbey Island Conservation District office, 1 NE 4<sup>th</sup> Street, Coupeville, WA.

**2 Attendance and Quorum**

**The following Supervisors, being a quorum of the Board, were present:**

Wendi Hilborn – Chair

Tim Keohane – Regular Member

Ed Adams – Regular Member

**Also in attendance:**

Karen Bishop - District Manager

Sandy Welch – Office Administer, Treasurer

Bruce Gordon – WICD Resource Conservation Planner

Rob Hallbauer – WICD Resource Conservation Planner

Sarah Cassatt – WICD Outreach/Education & Resource Conservation Planner

Jared Hamman – NRCS

Rick Noble – West Area Conservationist , NRCS

Shana Joy, WSCC Regional Manager

**3 Call to Order and Welcome**

Wendi Hilborn, Chair, called the meeting to order at 9:00 a.m.

**4 Minutes**

**Motion (1) Ed Adams moved to approve the minutes of the Sept. 23, 2015 meeting. Motion passed.**

**5 Financials**

Sandy Welch presented the financial report which included expenses related to the new USB disc and installation, plant sale wages and expenses, and travel expenses for the NW Area Meeting and Ellensburg meeting.

**Motion (2) Tim Keohane moved to approve the September 26 – October 22, 2015 P & L and voucher report including vouchers #5395 - 5420 (\$29,889.06); POS purchases (\$853.31); and EFTPS for monthly 941 payroll tax (\$5,279.36); Employment Security and L&I quarterly filings (\$598.18) all totaling \$29,317.12. Motion passed.**

**6 Election Date**

It was decided that the district election date would be set at the November board meeting, after required public notice is posted.

**7 WSCC Report – Shana Joy**

Shana reminded supervisors to sign up for the gov delivery system where district supervisors and staff can sign up for specific E mail information from WSCC. Shana said to be aware for the election deadlines. She also reminded the board to review the long term funding options that will be discussed further in Spokane at the WACD Annual Meeting. The board discussed these options and asked that they be discussed in November when the full board is present.

**8 WICD Report of Accomplishments**

**Motion (3) Ed Adams moved to approve the FY15 WICD Report of Accomplishments. Motion passed.**

Ed asked that a summary be prepared of the Ebey's 1 project that supports the work of the Ebey's 2 project. He also suggested that the website be updated.

**9 District Manager Report**

Karen updated the board on the budget and grant status. She said that the Island Co. comp plan is working on the rural lands component and that there were 3 meetings taking place for public input. Karen shared some pictures and information about the time she spend assisting the Okanogan Conservation District with fire recovery and expressed appreciation for the board's willingness to share staff with other districts in times of need.

**10 WACD Report**

Ed Adams reported on the WACD NW Region Meeting. Dick Ryan from King CD is replacing Don Hatler, who recently resigned, as our area WACD representative.

**11 Cultural Resources Process – Bruce Gordon**

Bruce updated the board on the WICD cultural resources procedures, explaining that we have eleven tribes in our area that we will be working with on cultural resource review. Letters have been sent to all tribes asking who desires to be consulted regarding cultural resources and requested responses within 60 days. The tribal resources officers of the eleven tribes have also received E mails from WICD. The board suggested front loading projects that are likely to require cultural resource review in our workload to allow for adequate time to complete the process. The board also suggested having a list of projects that will not need cultural resource review in the event that cost share money comes to WICD for use under short timelines. Bruce presented the WICD draft policy “**Cultural Resource Procedures for Projects/Practices with WSCC Cost Share**” dated 10/22/15 for approval. The board asked Bruce to draft the Unanticipated Discovery Plan, making sure to include law enforcement notification.

**M (4) Tim Keohane moved to approve the Cultural Resource Procedures for Projects/Practices with WSCC Cost Share. Motion passed.**

**12 Staff Share Agreement – Okanogan CD**

**Motion (5) Ed Adams moved to approve the staff share agreement between WICD and Okanogan CD. Motion passed.**

**13 NRCS Report – Rick Noble**

Rick said that the position for NRCS Conservationist covering our area will be posted shortly and apologized for the long vacancy. Rick updated the board on the RCPP (Regional Conservation Partnership Program) program options includes options such as conservation easements, wetland restoration, and healthy forest reserve program. The \$9 million proposal submitted for RCPP by WSCC is now funded. A discussion followed as to how RCPP might work for landowners in our district. Rick said that the Local Working Group meetings will be held early this year – likely in November.

**14 Upcoming Dates, Review of Motions, Adjourn**

**Dates:**

**Nov. 19 – WICD Board Meeting, 9:00 – 11:00**

**Nov. 30 – Dec. 2 – WACD Annual Meeting, Spokane**

**Motions:**

**Motion (1) Ed Adams moved to approve the minutes of the Sept. 23, 2015 meeting. Motion passed.**

**Motion (2) Tim Keohane moved to approve the September 26 – October 22, 2015 P & L and voucher report including vouchers #5395 - 5420 (\$29,889.06); POS purchases (\$853.31); and EFTPS for monthly 941 payroll tax (\$5,279.36); Employment Security and L&I quarterly filings (\$598.18) all totaling \$29,317.12. Motion passed.**

**Motion (3) Ed Adams moved to approve the FY15 WICD Report of Accomplishments. Motion passed.**

**M (4) Tim Keohane moved to approve the Cultural Resource Procedures for Projects/Practices with WSCC Cost Share. Motion passed.**

**Motion (5) Ed Adams moved to approve the staff share agreement between WICD and Okanogan CD. Motion passed.**

**Meeting adjourned at 11:13 a.m.**