



Whidbey Island Conservation District

P.O. Box 490 – 1 NE 4th Street, Coupeville, WA 98239 - 360.678.4708 Fax: 360.678.2271

**Public Meeting Minutes - DRAFT
November 19, 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 4th Street, Coupeville, WA.

2 Attendance and Quorum

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

Wendi Hilborn – Chair

Sarah Richards – Vice Chair

Tom Fournier - Auditor

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

Boyd Norton - DNR

3 Call to Order and Welcome

Wendi Hilborn, Chair, called the meeting to order at 9:06 a.m.

4 Minutes

Motion (1) Wendi Hilborn moved to approve the minutes of the Oct 22, 2015 meeting. Motion passed.

5 Financials

Sandy Welch presented the financial report which included expenses related to publicizing the adoption of election resolution, registration for the annual WACD meeting, and other administrative travel. Income reflected that DOE has not yet submitted payment for September or October.

Motion (2) Tom Fournier moved to approve the October 23, - November 19, 2015 P & L and voucher report including vouchers #5421 - 5443 (\$26,743.00); POS purchases (\$136.54); and EFTPS for monthly 941 payroll tax (\$5,388.48) all totaling \$32,268.02. Motion passed.

6 Farm Tour Funds

The annual MOA between WICD and the Farm Tour Committee Supervisors expires Dec 31, 2015. Considering the one-year hiatus of the Tour and the possible change in direction for the Tour moving forward, it was agreed to postpone drafting a new agreement until after the Farm Tour Committee meets in early December. Ed Adams and Tom Fournier will review the drafted agreement before presenting at the December Board Meeting. The Board directed the remaining funds (\$7,263.28) belonging to the Tour being currently held in the WICD operating bank account to be placed in a 30-day CD until the Farm Tour Committee can provide direction.

Motion (3) Tim Keohane moved to withdraw from the Farm Tour net balance from the WICD operating account and place it in a 30-day CD. Motion passed.

7 Election

Motion (4) Tim Keohane moved to set the Whidbey Island Conservation District election date for 2016 for February 2, 2:00 – 6:00 pm, with a poll site at the WICD conference room, 1 NE 4th St., Coupeville, WA. A mail-in option will also be offered with a requirement that ballots are postmarked by February 2, 2016. Last day for ballots to be requested is January 25, 2016. The filing deadline for candidates is set for Jan 5, 2016. Motion passed.

8 WSCC - District Funding Options

Supervisors discussed WSCC long term funding options that are under consideration. The preferred option to take to the WACD Annual meeting is to continue authority as Board of County Commissioners for local funding approval. The board also would like to better understand the rates and charges funding mechanism.

9 NRCS Report

Jared Hamman reported that the Local Working Group (LWG) was moved to November 17. The LWG did not make changes in the work that the LWG accomplished last year. The Environmental Quality Incentives Program applicants for FY15 are currently being ranked. The District Conservationist position has been advertised and closed. NRCS Agricultural Conservation Easement Program application deadline is January 15.

10 Cost Share Policy

Motion (5) Wendi Hilborn moved to approve the cost share policy with changes “the most current NRCS cost schedule and the most current FSA committee equipment and implement rates” language. Motion passed.

11 Landowner Cost Share Contract

**Motion (6) Tim Keohane moved to approve the cost share contract with Bill Massey. Motion passed.
Motion (7) Sarah Richards moved to approve the Form 05-05 for the Massey project. Motion passed.**

12 Cultural Resources Unanticipated Discovery Plan Policy

Motion (8) Tim Keohane moved to approve the WICD Cultural Resource Unanticipated Discovery Plan. Motion passed.

13 Landowner Cost Share Contract

Motion (9) Tim Keohane moved to approve the cost share contract with Bill Steiner as well as the Form 05-05. This project implements a needed BMP from a farm management plan required from a referral from Island County. There are no ground disturbing activities associated with this project. Motion passed.

14 District Manager Report

Assessment roll – the roll has been completed by Ryan Williams in collaboration with the assessor, treasurer and Karen and it ready to submit to the county treasurer. There is an increase in parcels between this year and last year.
Engineering cluster agreement – Karen said this agreement is being revised and she hopes to bring it to the Dec. meeting for approval.

Farmer meeting – a potluck was held on Nov. 16th with good attendance from farmers who discussed their needs with the changes to the traditional Farm Tour. Marketing, product distribution, agritourism events and Whidbey Island Grown brand were discussed.

Forestry program – Supervisors discussed their commitment to forestry programming for WICD. The consensus is that coached planning is an efficient and effective way to get forest management plans done. Boyd Norton from DNR joined the board for this discussion. The last night of this year’s coached planning class will be Dec. 3.

15 Staff reports

Sarah Cassatt reported on the recent successful mud management workshops and said a third workshop would be held in December. These workshops promote heavy use protection areas/sacrifice areas, pasture management and mud management and are targeted at horse owners.

Rob Hallbauer reported on the Ebey’s Watershed project. The Island LIO has committed \$30,000 for additional Ebey’s Watershed implementation. Rob said the WICD was extending the current Ebey’s G1400636 until March 31, 2016.

Motion (10) Sarah Richards moved to extend the deadline of the Ebey’s G1400636 project contract with DOE to March 31, 2016. Motion passed.

WICD has been participating in a Local EcoNet Near Term Action draft for the Puget Sound Partnership that includes \$28,000 for activities that encourage ocean acidification reduction and climate change adaptation.

14 Upcoming Dates, Review of Motions, Adjourn Dates:

Nov. 30 – Dec. 2 – WACD Annual Meeting, Spokane
Dec. 17, Thursday WICD Board Meeting (one week earlier than normal)
Jan, 5, 2016 Election candidate filing petitions due to WICD

Motions:

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Motion (5) Wendi Hilborn moved to approve the cost share policy with changes “the most current NRCS cost schedule and the most current FSA committee equipment and implement rates” language. Motion passed.

Motion (6) Tim Keohane moved to approve the cost share contract with Bill Massey. Motion passed.

Motion (7) Sarah Cassatt moved to approve the Form 05-05 for the Massey project. Motion passed.

Motion (8) Tim Keohane moved to approve the WICD Cultural Resource Unanticipated Discovery Plan. Motion passed.

Motion (9) Tim Keohane moved to approve the cost share contract with Bill Steiner as well as the Form 05-05. This project implements a needed BMP from a farm management plan required from a referral from Island County. There are no ground disturbing activities associated with this project. Motion passed.

Motion (10) Sarah Richards moved to extend the deadline of the Ebey’s G1400636 project contract with DOE to March 31, 2016. Motion passed.

Meeting adjourned at 11:45 a.m.