



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
November 21, 2013
10:00 - 12:00 p.m.**

1 Public Meeting

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

2 Attendance and Quorum

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

Wendi Hilborn – Chair

Sarah Richards – Vice-Chair

Tim Keohane – Regular member

Tom Fournier – Auditor

Fran Einterz – Regular Member

Also in attendance:

Karen Bishop - District Manager

Sandy Welch – Office Administer, Treasurer

Ken Drecksell – Farm and Forest Conservation Planner

Tom Slocum – Northwest Region District Engineer

Tony Sunseri – NRCS District Conservationist (by phone)

Jared Hamman – NRCS

3 Call to Order and Welcome

Wendi Hilborn, Board Chair, called the meeting to order at 10:05 a.m.

4 NRCS Report

Tony Sunseri and Jared Hamman discussed the upcoming changes in the NRCS Conservation Planning process. The intent is to streamline the NRCS contracting process, allowing staff more time for field work. The EQIP deadline is January 17. There will be an additional deadline for the special initiative programs such as seasonal high tunnels, WHIP and the Conservation Stewardship Program.

5 Minutes

Motion (1) Fran Einterz moved to approve the minutes of the October 24, 2013 meeting. Motion passed.

6 District Election Date

Motion (2) Tim Keohane moved to set the WICD election date for 2014 for February 4, 2:00 – 6:00 p.m. at the WICD conference room. A mail-in option will also be offered with a requirement that ballots are postmarked by February 4, 2014. Motion passed.

7 Financial Report – Sandy Welch

Sandy presented the October 28 – November 21, 2013 financial report. Sandy noted that \$4,472.39 paid to Island County is included in the voucher report for water quality monitoring and \$1,650 for consulting fees to Earthworks Environmental – all for the Ebey's watershed grant project. Travel includes some of the costs for the WACD annual meeting.

Motion (3) Tom Fournier moved to approve the Oct. 28 – Nov. 21, 2013 P & L, voucher report #4793 - 4816 (\$36,696.67), POS purchases (\$419.30), and EFTPS (\$5,306.36), all totaling \$36,696.67. Motion passed.

Former Employee Settlement – Fran presented a draft letter that reflects the agreement he arrived at with former District Manager, Benye Weber, which would complete payment to her for accrued payroll medical and vacation leave.

Benye Weber agrees to accept a single, lump sum payment of \$5000.00 as full and final settlement for all debt. WICD shall pay all employee and employer social security, medicare, and WA employment admin fund payroll taxes such that the net amount to Ms. Weber will total \$5000.00.

Motion (4) Tim Keohane moved to make a lump sum payment of \$5000.00 to Benye Weber as full and final settlement for all debt. WICD shall pay all employee and employer social security, medicare, and WA employment admin fund payroll taxes such that the net amount to Ms. Weber will total \$5000.00.

Motion (5) Wendi Hilborn moved to roll over the CD with the FY13 year-end cash balance for 30 days. Motion passed.

Motion (6) Fran Einterz moved to send the National Association of Conservation Districts (NACD) \$500 in dues for 2014. Motion passed.

8 Northwest Region Engineer Report

Tom Slocum reported on the Dugualla Heights Lagoon salmon recovery project that he has been working on under a contract between WCLT (Whidbey Camano Land Trust) and WICD. WCLT, with Tom's assistance, is preparing an appeal to the state Salmon Recovery Funding Board for continued support for the project. Appeal will be heard on Dec. 4. Tom also presented details of a hydraulic modeling project that WSDOT has requested assistance with. It was decided that Tom would come up with a detailed scope of work for the project but that WSDOT would put the project out for bid instead of WICD doing this through an interlocal.

9 Staff Reports

Farm Plan Presentation – Ken Drecksel – Farm and Forest Conservation Planner

Ken Drecksel presented farm plan 11.13-2 for approval.

Motion (7) Tom Fournier moved to approve Farm Conservation Plan 11.13-2. Motion passed.

District Manager Report – Karen Bishop

Karen updated the board on WICD's assistance with litigation between Island County and a Maxwellton landowner. In addition, she reported on the status of the assessment roll development for 2014.

10 January Meeting Date Change / Office closure December 24

Motion (8) Fran Einterz moved to change the January 2014 Board meeting date from January 23 to January 30. Motion passed.

Motion (9) Tim Keohane moved to approve closing the WICD office on December 24. Staff may work if they choose as this is not a paid holiday. Motion passed.

11 Upcoming Dates, Review of Motions, Adjourn

Action Items

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Next Board meeting – December 19, 2013 (third Thursday), 9:30 a.m.

Meeting adjourned at 12:30 p.m.