



Whidbey Island Conservation District

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Public Meeting Minutes December 17, 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

Rob Hallbauer – WICD Resource Conservation Planner

Sarah Cassatt – WICD Outreach/Education & Resource Conservation Planner

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 Nov. 19, 2015 meeting. Motion passed.

5 Financials

Sandy Welch presented the financial report which includes NACD dues of \$500 as well as payment for an additional staff spouse who was added to our medical insurance policy. Medical premiums for the upcoming month are submitted prior to the deduction being collected from the employee paycheck. The Farm Tour money was invested in a designated savings account because 30 day CD's are not available. Sandy noted that plant sale revenues are ahead of last year by nearly \$3,000.

Motion (2) Tom Fournier moved to approve the November 20, - December 17, 2015 P & L and voucher report including vouchers #5444 - 5470 (\$27,642.92); POS purchases (\$1288.46); and EFTPS for monthly 941 payroll tax (\$5,343.66) all totaling \$34,275.04. Motion passed.

6 Election

Election petitions are due to WICD by January 5, 2016. Public notices have gone out to the local newspapers and all of the election information is on the District website.

7 Contracts and Agreements

Motion (3) Tom Fournier moved to extend the agreement between WICD and the Farm Tour Committee to March 31, 2016. Motion passed.

Motion (4) Tim Keohane moved to approve the Greenbank Marsh Restoration Issues Assessment application authorization. Motion passed.

Rob shared photos with the board of recent flooding in this project area. Karen will send the scope of work to the Board along with the application authorization.

Engineering cluster agreement – Karen informed the board on progress with updating the Engineering Cluster agreement. San Juan and Whidbey have sent comments on a draft to Skagit and Whatcom for input. A WICD board supervisor would like attend upcoming cluster meetings. The board discussed whether Skagit CD should be paid for supplemental engineering projects only after WICD has received its full benefit of the 25% allocation from WSCC of engineering hours.

Ebey's Grant G1400636 Extension – Board signed extension to March 31, 2106

8 Landowner Cost Share Contract

Motion (5) Tim Keohane moved to approve the cost share agreement with Comfort Farms for a waste storage facility and roof, including the Form 05-05 for cultural resources. Motion passed.

Sarah Cassatt discussed cost share projects she is working on and will bring one of these plans and cost share agreements to the board for the January meeting.

9 Staff reports

Sarah Cassatt – Sarah did a presentation on the Ebey's watershed project website and outreach activities.

Karen Bishop – Karen reported on the completion of the recent forestry coached planning class that WSU, WICD and DNR, and Is. Co. collaboratively brought to Whidbey. There were 45 participants in the class, representing 25 land ownerships and 336 acres. Participants evaluating the course had extremely positive reviews.

Karen said that the Northwest Agriculture Business Center (NABC) is expanding to include King County in their service area and she recently participated in interviews to hire an NABC King County project manager. Staff at WICD and in the Puget Sound Districts are spending a great deal of time submitting both local Near Term Actions and regional Near Term Actions for the Puget Sound Partnership process as this is presented to be a key path to project funding from EPA in the future.

10 WACD Meeting Report – Sarah Richards and Ed Adams

Sarah and Ed said that the WICD resolutions presented at the annual meeting did not pass. Some of the concerns regarding the WACD Executive Committee role were addressed in by-law revisions. Sarah and Ed updated the board on sessions they attended including Rates and Charges and Long term district funding strategies. Supervisors expressed interest in serving on WACD committees. Karen expressed appreciation to Ed and Sarah for taking time to attend this meeting.

11 Upcoming Dates, Review of Motions, Adjourn

Dates:

Election signature petitions due to WICD – January 5

Board Meetings: January 28, 2016 – 9:00 – 11:00

February 18, 2016 – 9:00 – 11:00

Motions:

Motion (1) Wendi Hilborn moved to approve the minutes of the Nov. 19, 2015 meeting. Motion passed.

Motion (2) Tom Fournier moved to approve the November 20, - December 17, 2015 P & L and voucher report including vouchers #5444 - 5470 (\$27,642.92); POS purchases (\$1288.46); and EFTPS for monthly 941 payroll tax (\$5,343.66) all totaling \$34,275.04. Motion passed.

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Meeting adjourned at 11:45 a.m. and was followed by lunch together with WICD staff.