



# Whidbey Island Conservation District

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

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## Public Meeting Minutes December 20, 2012 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 District office, 1 NE 4<sup>th</sup> Street, Coupeville.
- 2 Attendance and Quorum**  
**The following Supervisors, being a quorum of the Board, were present:**  
Fran Einterz - Chairman  
Wendi Hilborn - Vice-Chair, Auditor  
Tom Fournier – Treasurer  
Tim Keohane – Member (by phone)  
Sarah Richards - Member  
**Also in attendance:**  
Karen Bishop, District Manager  
Sandy Welch, Office Administrator  
Stu Trefry, WA State Conservation Commission (by phone)
- 3 Meeting Call to Order.**  
Fran Einterz, Chairman, called the meeting to order at 10:00 a.m.
- 4 Minutes**  
Supervisors reviewed the November 20, 2012 meeting minutes.  
**Motion (1) Wendi Hilborn moved to approve the November 20, 2012 regular meeting minutes. Motion passed.**
- 5 Financial Report – Sandy Welch**  
**Motion (2) Tom Fournier moved to approve the 11/21/12 – 12/20/12 P & L, vouchers #4499 – 4524 totaling \$26,518.95, EFTPS (\$4,809.40), and POS (\$1,547.53), totaling \$32,875.88. Motion passed.**
- 6 NACD Dues**  
**Motion (3) Tom Fournier moved to pay \$500 in dues to the National Association of Conservation Districts for 2013. Motion passed.**
- 7 Personnel Policies**  
Supervisors reviewed the draft of the personnel policy changes that were discussed at the November 20, 2012 meeting. These changes are highlighted in the 12/18/12 draft, *Operations Manual – Policies and Procedures*.

**Motion (4) Tom Fournier moved to approve the 12/18/12 draft *Operations Manual – Policies and Procedures* highlighted changes, retroactive to November 1, 2012. Motion passed.**

**8 WSCC Report**

Stu reported on the Governor's budget. He also said that WSCC Executive Director Mark Clark will be taking a 3 month leave of absence beginning January 7, 2013. There is a December 28, 2012 deadline to submit comments on the Three Director Talks report. Supervisors decided that Ken and Karen should draft comments to be signed by Fran Einterz.

**9 Staff Reports**

**District Manager, Karen Bishop**, reported that the DOE grant for the Ebey's Watershed project was finally under contract. The next step will be to enter into an interlocal agreement with Island County for the water quality monitoring, as well as to enter into a contract with a consultant to assist with the flow monitoring and equipment rental. Karen also reported on meetings that are set up with State Representatives Norma Smith as well as with State Rep. Dave Hayes (not confirmed). Supervisors are encouraged to attend.

**Public Information and Resource Planner, Sarah Cassatt**, reported on the manure exchange project she is setting up between manure producers (livestock owners) and manure users (gardeners). The board suggested legal review of project due to recent persistent herbicide issues. Sarah also reported on two grant applications WICD staff would like to submit, one for education and outreach on the persistent herbicide issue (DOE Toxics grant) and one for messaging about manure handling and water quality (PSP, EcoNet). Supervisors indicated support for these projects.

**Farm Planner, Ken Drechsel**, presented forest plan 12.12-3 for approval by the board.

**Motion (5) Wendi Hilborn moved to approve Forest Plan 12.12-3. Motion passed**

**10 Upcoming Dates and Review of motions:**

The next Board meeting will be held on January 24, 2013, 10:00 – 12:00a.m.

**Motions:**

**Motion (1) Wendi Hilborn moved to approve the November 20, 2012 regular meeting minutes. Motion passed.**

**Motion (2) Tom Fournier moved to approve the 11/21/12 – 12/20/12 P & L, vouchers #4499 – 4524 totaling \$26,518.95, EFTPS (\$4,809.40), and POS (\$1547.53), totaling \$32,875.88. Motion passed.**

**Motion (3) Tom Fournier moved to pay \$500 in dues to the National Association of Conservation Districts. Motion passed.**

**Motion (4) Tom Fournier moved to approve the 12/18/12 draft *Operations Manual – Policies and Procedures* highlighted changes, retroactive to November 1, 2012. Motion passed.**

**Motion (5) Wendi Hilborn moved to approve Forest Plan 12.12-3. Motion passed**

**Meeting adjourned at 11:30 a.m.**

