



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

Jan. 29, 2015

1:00 p.m. - 3:00 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

Tom Fournier – Auditor

Fran Einterz – Regular Member

Tim Keohane – Regular Member

Also in attendance:

Karen Bishop - District Manager

Sandy Welch – Office Administer, Treasurer

Bruce Gordon – WICD Farm Conservation Planner

Rob Hallbauer – WICD Natural Resource Planner

Tony Sunseri – NRCS

Ed Adams - guest

3 Call to Order and Welcome

Wendi Hilborn, Board Chair, called the meeting to order at 1:00 p.m.

4 Minutes

Motion (1) Wendi Hilborn moved to approve the minutes of the Dec. 14, 2014 meeting. Motion passed.

5 Financials

Sandy Welch said that the Nov. and Dec. 2014 Voucher Reports were revised to correct the name change from Net Connect to United Concordia, which is the entity who receives and processes payment for dental insurance premiums from WICD. Therefore, check #5136 was voided and reissued as check #5166, and check #5157 was voided and reissued as #5167 – both to United Concordia. In addition, the Dec. 2014 P & L report was adjusted to reflect a new BARS code classification where #3890000 was added for non-revenue from plant orders placed by the district on behalf of a customer and reimbursed through non-revenue classification #5890000 to the district through Paypal. The customer then gives WICD a check to deposit using revenue classification #3451111. This allows the customer to avoid using PayPal but gets their order in the plant sale online inventory tracking.

Motion (2) Tom Fournier moved to approve the revised Nov. and Dec. 2014 Voucher Reports and Dec 2014 P&L, Motion passed.

Motion (3) Tom Fournier moved to approve the Dec. 19 – Jan. 29, 2015 P & L and voucher report including vouchers #5166 - 5188 (\$26,617.96); POS purchases (\$718.15); EFTPS for monthly 941 payroll tax (\$4,776.70); and ePay deposits to Employment Security, L& I and WA Dept. of Revenue, all totaling \$34,156.14. Motion passed.

6 WICD Election for 2015

The WICD election date set for February 3, 2015 is cancelled due to only one candidate filing by the filing deadline of January 6, 2015. All public notices were filed.

Motion (4) Wendi Hilborn moved to approve cancelling the WICD Feb. 3, 2015 election due to only one candidate filing by the filing date of Jan. 6, 2015. Motion passed.

7 Staffing and Salaries

Supervisors reviewed staff salaries as well as data from the region and from a recent survey of the Puget Sound Conservation Districts.

Motion (5) Fran Einterz moved to approve a 3% increase of all staff salaries and to adjust the District Manager salary to \$70,000. Motion passed.

Karen Bishop presented information regarding an intern/ student who is available to conduct a survey of Whidbey Island farmers to collect information that would help WICD, NABC, Island Co. Economic Development Council with programming. In addition, data would be used by WICD to understand agricultural needs to provide input into the Is. Co. 2016 comprehensive plan development.

Motion (6) Sarah Richards moved to approve up to \$2,800 to hire an intern on a short term contract to complete the agricultural survey with work to be completed by April 30, 2015. Contractor will also assist Sarah Cassatt in the manure management project for the Puget Sound Partnership. Motion passed.

(Note: Fran Einterz excused himself from action and participation in this discussion).

8 NRCS Report

Tony Sunseri said that the Local Work Group meeting has been scheduled for March 31. He anticipates the LWG will take place over two days. The Voluntary Conservation Planning Initiative program was discussed as well as the Regional Conservation Partnership program which will bring \$18 million over the next 5 years. Tony anticipates the EQIP cutoff to be around June 15, 2015.

9 Salmon Recovery Funding Board Project – Rob Hallbauer

Rob presented the letter of intent for the Greenbank Beach Pocket Estuary Restoration Feasibility Study for 2015 – 2017. WICD is considering applying for Salmon Recovery Funding Board grant funding for the 2015 – 2017 year. This project would be supported by our Northwest Region Engineer, Tom Slocum.

M(7) Tom Fournier moved to approve submitting a letter of intent for 2015 Salmon Recovery Funding Funding for the 2015 – 2017 cycle for the Greenbank Beach Pocket Estuary Restoration Feasibility Study. Motion passed.

10 Natural Resource Planner Report – Rob Hallbauer

Rob presented a proposal where Island County Environmental Health has asked WICD if Rob could teach septic 201 as they feel Rob is highly qualified to do so. It is anticipated at this agreement will be executed as a P.O. under \$3,000.

M(8) Fran Einterz moved to approve the agreement between Island County Environmental Health and WICD for septic 201 instruction. Motion passed.

Rob presented two alternative stormwater projects he recently worked on – one in Island County and one in the Town of Coupeville.

11 District Manager Report – Karen Bishop

Karen reported on the success of recent workshops on manure management and native plant palates. She discussed upcoming grant opportunities including the USDA Beginning Farmer and Rancher RFP. The board also discussed options for the upcoming National Estuary Program RFP. She updated the board on a recent meeting with the Dept. of Ecology and their new inspector, Andrew Funk. She will be working with DOE staff to develop a new memorandum of understanding to define the roles and responsibilities of WICD as a non-regulatory entity, and DOE.

Cost share projects – Karen presenting a ranking matrix for an additional cost share project to be proposed to WSCC for shellfish funding. Two other projects ranked close to the proposed project and so staff is recommending that the board request funding for all three additional projects if landowners can implement practices before June of 2015.

M(9) Tom Fournier moved that, pending discussions with landowners, staff move forward to secure cost share funding from WSCC through the shellfish program for the Jorgenson, Kramer, and Gabelein projects. Motion passed.

Karen suggested that the board take action to withdraw the Uhlig project from cost share funding due to unforeseen circumstances. Pam would like to be kept in the system for future implementation, if possible.

M(10) Sarah Richards moved to approve cancelling the cost share contract with Pam Uhlig. Motion passed.

12 Farm Plan Presentation – Bruce Gordon

Sarah Richards assumed leading the meeting as Vice- Chair.

Bruce presented the final plan draft for NPS Farm 1. Fran suggested that an appendix be added to explain that the farm conservation plan should not be used as a basis for property valuation.

Motion(11) Tim Keohane moved to approve the NPS Farm 1 Conservation Plan contingent on Fran Einterz' review of the acceptability of the addition of Appendix B. Motion passed. Wendi Hilborn recused herself.

13 Upcoming Dates, Review of Motions, Adjourn

WICD Board of Supervisors meeting – Feb. 19, 9:00 – 11:00 a.m.

Plant sale Feb. 25 – Feb. 28 (Pick-up at Coupeville office Feb. 27, Pick-up at Greenbank Feb. 28)

WICD Board of Supervisors meeting – March 26, 2015, 9:00 – 11:00 a.m.

Action Items

Motion (1) Wendi Hilborn moved to approve the minutes of the Dec. 14, 2014 meeting. Motion passed.

Motion (2) Tom Fournier moved to approve the revised Nov. and Dec. 2014 Voucher Reports and Dec 2014 P&L, Motion passed.

Motion (3) Tom Fournier moved to approve the Dec. 19 – Jan. 29, 2015 P & L and voucher report including vouchers #5166 - 5188 (\$26,617.96); POS purchases (\$718.15); EFTPS for monthly 941 payroll tax (\$4,776.70); and ePay deposits to Employment Security, L& I and WA Dept. of Revenue, all totaling \$34,156.14. Motion passed.

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Meeting adjourned at 4:00 p.m.