



Whidbey Island Conservation District

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**Public Meeting Minutes
February 18, 2016
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

Ed Adams – Regular Member

Also in attendance:

Karen Bishop - District Manager

Sandy Welch – Office Administer, Treasurer

Ken Drechsel – Farm Conservation Planner

Rob Hallbauer – WICD Resource Conservation Planner

Tom Slocum – District Engineer

3 Call to Order and Welcome

Wendi Hilborn, Chair, called the meeting to order at 9:00 a.m.

4 Minutes

Motion (1) Ed Adams moved to approve the minutes of the January 28, 16 meeting. Motion passed.

5 Financials

Sandy Welch presented the financial report. The expenses included promotional materials (logo pens) and early plant sale expenses.

Motion (2) Tom Fournier moved to approve the January 29 – February 16, 2016 P & L and voucher report including vouchers #5495 - #5516 (\$27,859.27); POS purchases (\$979.94); and EFTPS for monthly 941 payroll tax (\$4,978.50) all totaling \$33,817.71. Motion passed.

6 Schedule 22

Sandy will go through the Schedule 22 questions and check WICD's compatibility with current policies. Supervisors, Tom Fournier and Ed Adams, will go through the Schedule 22 with Sandy and Karen.

District SAO Audit

Karen said that the State Auditor's office decided to delay the WICD Audit until October of 2016 which will allow us to budget the approximately \$5,000 line item in the FY17 district budget.

7 Plant Sale Report – Sandy Welch, Plant Sale Project Coordinator

Sandy expects total sales to be similar to last year. Plant protectors will be offered this year. The plant sale volunteer schedule was circulated.

8 NRCS Report

Jared Hamman shared that NRCS is ranking projects this week and they should know who will be offered funding by the end of the week. CSP (Conservation Stewardship Program) sign-up is open. There may be opportunities for western WA applicants for beginning and socially disadvantaged farmers for CSP.

- 9 Farm Plan Presentation – Ken Drecksel**
Ken presented Farm Plan 2_16_1 located in the Ebey’s Watershed.
Motion (3) Wendi Hilborn moved to approve Farm Plan 2_16_1. Motion passed.
- 10 Forest Plan Presentation – Rob Hallbauer**
Rob presented Forest Plan 2_16_1. This plan was needed for a reclassification from the open agriculture program to designated forest.
Motion (4) Sarah Richards moved to approve Forest Plan 2_16_1. Motion passed.
- 11 Engineering Cluster Agreement**
Karen said that she received a draft of the engineering cluster agreement the day before the board meeting. Supervisors wanted adequate time to review the agreement and did not take action on the draft. Karen said that she would send the engineering cluster workload forecast, up to date allocation of hours as well as the latest draft to the supervisors after the meeting.
- 12 Project update:**
Greenbank Beach – Tom Slocum and Rob Hallbauer updated the board on the Greenbank project. A surveyor, coastal hydrologist and an attorney with expertise in water law will need to be brought in for this project. It is anticipated that a contract from the Salmon Recovery Funding Board will be ready to sign by the March board meeting.
Sher Projects – Tom and Rob presented an update on the culvert replacement designs and possible bridge design that they are working on for the Sher property in the Maxwellton Valley.
- 13 District Manager Report**
Karen said that the district planning day for the board is set for Monday, March 7. Karen said that the annual plan and the five year plan should both be updated this year. The WADE program information has gone out statewide. Karen and Sarah (Richards) will be attending legislative days in Olympia on Monday and Tuesday, Feb. 22 and 23.
- 14 Upcoming Dates, Review of Motions, Adjourn**
The board discussed permanently changing the monthly meeting date. Karen will send out an E mail for input on best days and get the decision out to the board and partners. Meeting dates will still vary during the holiday season and plant sale.

Dates:

Board Meetings: March 23, 9:00 – 11:00 (Board dates reflect the new permanent meeting dates)
April 27, 9:00 - 11:00
May 25, 9:00 – 11:00
Legislative Days – Olympia – Feb. 22 and 23
WICD Plant Sale: Feb. 24 – 27 with customer pick up on Saturday, Feb. 27 at Camp Casey
WICD Board Planning Session, March 7, 9:00 – 2:00 Venue TBD

Motions:

Motion (1) Ed Adams moved to approve the minutes of the January 28, 16 meeting. Motion passed.
Motion (2) Tom Fournier moved to approve the January 29 – February 16, 2016 P & L and voucher report including vouchers #5495 - #5516 (\$27,859.27); POS purchases (\$979.94); and EFTPS for monthly 941 payroll tax (\$4,978.50) all totaling \$33,817.71. Motion passed.
Motion (3) Wendi Hilborn moved to approve Farm Plan 2_16_1. Motion passed.
Motion (4) Sarah Richards moved to approve Forest Plan 2_16_1. Motion passed.

Meeting adjourned at 11:30 a.m.