



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 March 22, 2017; 9:00 – 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 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	Ed Adams – Regular Member	
Sarah Richards – Vice-Chair	Tom Fournier - Auditor	Tim Keohane – Regular Member

Also in attendance:

Karen Bishop – WICD District Manager	Sandy Welch – WICD Office Administer, Treasurer
Anza Muenchow, WICD Board member elect	Kelsi Franzen – WICD Media, Education, & Outreach Coordinator
Matt Zupich, WICD Natural Resource Planner	Ken Drecksel, WICD Farm and Forest Conservation Planner
Shana Joy – WSCC NW Regional Manager	Jared Hamman – NRCS Soil Conservationist
Bruce Gordon – WICD Farm Conservation Planner	Gabriela Fajardo – NRCS Soil Conservationist

3 Call to Order and Welcome

Wendi Hilborn, Board Chair, called the meeting to order at 9:05 a.m.

4 Minutes

Motion (1) Ed Adams moved to approve the minutes of the February 15, 2017 regular Board meeting and the March 8, 2017 special Board meeting. Motion passed.

5 Financials

Sandy Welch presented the financial report. Expenses included \$22,002.95 in cost share payments. Budget projections for the remainder of the fiscal year were discussed.

Motion (2) Tom Fournier moved to approve the P & L and voucher report including vouchers #5835 - 5865 (\$66,071.51); POS purchases (\$1,258.26); and EFTPS for monthly 941 payroll tax (\$6,145.36) all totaling \$73,475.13. Motion passed.

Plant Sale: Highest volume of sales in WICD history. Net profit to be moved to the Overhead Fund.

Tech Provider Services Agreement: Karen shared that her research showed Whidbey Tech Solutions as the only local business offering the services required to replace outgoing Island Networks as our Tech/Network provider.

Motion (3) Ed Adams moved to hire Whidbey Tech Solutions. Motion passed.

Janitorial Contract: Sandy shared her research in collecting bids for janitorial service. North South Island Cleaning (NSIC) was the only company to follow-up their walk-through with a bid. Sandy has submitted a professional services agreement to NSIC for their signature. Any Board member can sign it once it's returned.

Motion (4) Sarah Richards moved to approve the Janitorial Agreement sent to North South Island Cleaning. Motion passed. NOTE: During the meeting an email from NSIC came indicating they were no longer interested in pursuing an agreement with WICD. The Board asked for a follow-up phone call to get details.

6 NRCS Report – Jared Hamman

Jared introduced replacement NRCS Soil Conservationist Gabriela Fajardo, and reported upcoming funding deadlines.

7 WSCC Report – Shana Joy

Shana gave an update on the evolving new biennium budget and information about upcoming CPDS developments and deadlines. She also presented information about a new Good Governance Program (CAP). Annual Work Plan, SAO Annual Financial Report, and Schedule 22 are all due by May 31.

- 8 Project Reports**
Firewise and Outreach/Education -
Kelsi reported activities including plans for Firewise outreach and GIS fire risk mapping.
Motion (5) Sarah Richards moved to approve contract with Whidbey Camano Land Trust to provide GIS services. Motion passed.
Whidbey Island Growers Association and Whidbey Island Grown: update including Value Added Producer Grant.
WICD/Organic Farm School – Beginning Farmer and Rancher Project: presented professional services agreement between WICD and OFS for approval.
Motion (6) Ed Adams moved to approve the agreement between Organic Farm School and WICD. Motion passed.
Greenbank Marsh Restoration Project: Matt presented update on the recent homeowner meeting and survey results. Reported developments on proposal for SRFB funding and necessary wave energy study.
Motion (7) Ed Adams moved to approve Greenbank sub-contract for wave activity study that will be under the Element Solutions contract. Motion passed.
- 9 Farm Plans / Cost Share Projects Update**
Ken presented Farm Plan 3_17_1
Motion (8) Wendi Hilborn moved for approval of Farm Plan 3_17_1. Motion passed.
Motion (9) Wendi Hilborn moved to approve the Burk revised cost share contract \$39,311.25, including the Unanticipated Discovery Plan for cultural resources. Motion passed.
Bruce discussed the upcoming manure management tour to be held on April 8.
- 10 District Manager’s Report**
Karen presented updates on the Long Range Planning process.
Motion (10) Sarah Richards moved to approve the draft Long Range Plan to go out for comment. Motion passed.
- 12 Upcoming Dates, review of motions and adjourn.**
- 13 Motions:**
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Meeting adjourned at 12:25 p.m.