



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 May 23, 2018; 9:00 – 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:

Ed Adams – Chair Sarah Richards – Vice-Chair Tom Fournier – Auditor
Tim Keohane – Member Anza Muenchow - Member

Also in attendance or presenting:

Karen Bishop – WICD District Manager Sandy Welch – WICD Financial Administrator
Matt Zupich, WICD Natural Resource Planner Bruce Gordon – WICD Farm Planner

3 Call to Order and Welcome

Ed Adams, Board Chair, called the meeting to order at 9:00 a.m. with a quorum present.

4 Minutes

Motion (1) Tom Fournier moved to approve the minutes of the April 19, 2018 Board meeting. Motion passed.

5 Financials - Sandy Welch presented the monthly Financial Report.

Motion (2) Tom Fournier moved to approve the P & L and voucher report including vouchers #6211 - 6230 (\$27,332.21); POS purchases (\$994.35); and EFTPS for monthly 941 payroll tax (\$4,949.44); Motion passed.

Motion (3) Tom Fournier moved to acknowledge the Schedule 22 Internal Audit performed by the Audit Committee consisting of Tom and Anza. Motion passed.

6 Elect Board of Supervisor Officers

Motion (4) Tom Fournier moved to elect the following officers for the WICD Board of Supervisors, taking effect immediately:

Ed Adams, Chair Sarah Richards, Vice-Chair
Anza Muenchow, Auditor Tom Fournier, Vice-Auditor

Policy and Personnel Committee will consist of Tim Keohane and Ed Adams. Motion passed.

The Board discussed a timeline and process for hiring a Farm Conservation Planner.

7 FY19 Work Plan and Budget.

Motion (5) Sarah Richards moved to approve the FY19 work plan and budget. Motion passed.

8 WSCC Report – Shana Joy, WSCC Regional Manager, not present to report.

9 WACD Report – Next WACD Board meeting is June 26 at the Plant Material Center. A tour of the facility will be offered the prior evening on June 25.

10 Penn Cove NTA Grant Scope of Work and Contract Approval

Motion (6) Ed Adams moved to approve the scope of work for the Penn Cove NTA project. Motion passed.

Motion (7) Sarah Richards moved to authorize Tom Fournier to accept or reject the final Penn Cove NTA contract, and Tom will report at the next Board meeting. The Board authorized Tom to sign the contract. Motion passed.

11 Cost Share and Lone Lake Contracts

Motion (8) Sarah Richards moved to approve the proposed update to the WICD Cost Share Policy as part of the WICD Policies and Procedures Manual to ensure that the policy is in sync with the WSCC Grants and Contract Procedures Manual, as well as the Conservation Data Practice System (CPDS). Motion passed.

Karen discussed the newly updated Conservation Practice Data System from WSCC. Projects that qualify for cost share based on the WICD Ranking Matrix will be entered into CPDS.

Bruce Gordon presented four potential cost share projects for consideration.

Motion (9) Tom Fournier moved that the Board conditionally approve the Conaway cost share contract, depending on whether the Board approves or rejects the Conaway farm plan and related paperwork in process. Motion passed.

Motion (10) Tim Keohane moved to approve the Finch cost share contract, with the assignment of proceeds to go to the contractor. Motion passed.

Motion (11) Tim Keohane moved to approve the Mariner cost share contract. Motion passed.

Motion (12) Tom Fournier moved to approve the Hart cost share contract. Motion passed.

Matt Zupich presented the Lone Lake proposed contract agreement with the WA Department of Ecology, Agreement No. WQALG-2019-WhIsCD-00009

Motion (13) Sarah Richards moved to modify and approve the FY19 work plan and budget to include the Lone Lake Project. Motion passed.

Motion (14) Sarah Richards moved to accept the DOE Lone Lake Water Quality Algae Control Program Agreement, and to authorize the WICD District Manager to sign. Motion passed.

12 District Manager's Report

Karen provided an update on:

- PSCD Russell Family Foundation funding
- Upcoming Is Co Commissioners meeting to present the combined WICD and SCD report
- Letter circulating regarding the Farm Bill cuts to SNAP Ed and other programs
- Farm Tour funding – savings account
- WICD outreach materials and opportunities – revised WICD brochure and Ebey's Project 1-pager

13 Upcoming Dates, review of motions and adjourn at 12:00 p.m.

- June 11-13 WADE Conference in Leavenworth.
- June 20 – WICD/SCD presentation to Board of Island County Commissioners (afternoon – time TBD)
- June 25-26 WACD facility tour and Board meeting
- June 27 WICD Regular Board meeting

13 Motions:

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