



Whidbey Island Conservation District

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Public Meeting Minutes APPROVED
June 27, 2013
10:00 - 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 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
Fran Einterz, Past Chairman
Tim Keohane – Member (by phone)

Also in attendance:

Karen Bishop - District Manager
Sandy Welch – Office Administer
Ken Drecksel – Farm and Forest Conservation Planner
Bruce Gordon – Farm Planner
Sarah Cassatt – Public Information and Resource Planner
Stu Trefry - Regional Manager, WA State Conservation Commission (by phone)

3 Meeting Call to Order.

Wendi Hilborn, board chairman, called the meeting to order at 10:00 a.m.

4 Minutes

Supervisors reviewed the May 23, 2013 meeting minutes.

Motion (1) Fran Einterz moved to approve the May 23, 2013 regular meeting minutes with the addition under the Plant Materials Center report, “Jim Brown said he would offer all conifers to WICD at the 500 quantity pricing.” Motion passed.

5 Financial Report – Sandy Welch

Sandy presented the May 24 – June 27, 2013 financial report. Travel includes mileage to the WADE training in Leavenworth. Project implementation includes \$3,468.58 for the Ebey’s Watershed project. \$4,597.37 and \$2,732.82 to Sharp are for the new copy machine and add-on features respectively. Supervisors asked about the office building maintenance and Karen said she would contact the landlord as to the status of painting the building.

Motion (2) Sarah Richards moved to approve the May 24 – June 27 P & L, the voucher report including vouchers #4656 – 4685 (\$37,249.05), POS purchases (\$412.85), EFTPS (\$5,385.08). Motion passed.

6 Category 3 Cost Share Project – Ken Drecksel, Bruce Gordon

Wendi Hilborn recused herself from any discussion and decision making regarding the cost share project. Sarah Richards assumed leading the meeting as Vice-Chair.

Ken Drechsel and Bruce Gordon presented pictures of the final installed separator and manure tunnel project recently completed and inspected by NRCS and the District at Penn Cove Farm/Island Potato. **Motion (3) – Fran Einterz moved to approve the inspection of the Category 3 project on Penn Cove Farm/Island Potato and directed staff to issue payment upon receipt of paid receipts from the landowner, not to exceed \$40,700. Motion passed.**

Wendi Hilborn resumed leading the meeting.

7 FY14 WSCC Addendums

Supervisors suggested tabling the decision on approving the FY14 WSCC Addendums until the July 25 board meeting.

8 Supervisor Reports

Sarah Richards reported on highlights from attending the Supervisor track at the recent WADE training. Sarah would like the district to explore getting E mail addresses specifically for WICD business and suggested that these be position labeled addresses. She will work with staff and our E mail provider on this. Public disclosure, board liability and public records retention were also discussed.

9 WSCC Report – Stu Trefry, Regional Manager

Stu discussed the challenge with the capital budget project funds being used for livestock planning and technical assistance. He also reported that WICD is classified as a Tier 1 district by WSCC, which is the highest level. Larry Davis has been working with Stu on the improving the audit notification process to better align with the budget process for districts.

10 Farm Plan Approval

Ken Drechsel presented Farm Plan 6.13-7 to the board. Livestock on this farm include 62 llamas, alpacas and pygmy goats and 60 chickens.

Motion (4) – Wendi moved to approve Farm Plan 6.13-7. Motion passed.

11 Staff Reports

Karen Bishop – District Manager

Karen updated the board on the FY13 year-end projects including the BMP survey and the small acreage project she has been working on with the PSCD Districts. Karen will be working on getting answers to questions regarding WSCC funding for FY14 as soon as the legislature approves the budget.

Sarah Cassatt – Public Information and Resource Planner

Sarah updated the board on the 2013 Farm Tour as well as the North Whidbey CSA (Community Supported Agriculture) project. The CSA project is targeting 23 subscribers for a 10 week season with the first delivery at the Oak Harbor Public Market on Thursday, July 11.

12 Upcoming Dates and Review of motions:

WICD Board Meeting - July 25, 2013

Review of Motions:

Motion (1) Fran Einterz moved to approve the May 23, 2013 regular meeting minutes with the addition under the Plant Materials Center report, “Jim Brown said he would offer all conifers to WICD at the 500 quantity pricing.” Motion passed.

Motion (2) Sarah Richards moved to approve the May 24 – June 27 P & L, the voucher report including vouchers #4656 – 4685 (\$37,249.05), POS purchases (\$412.85), EFTPS (\$5,385.08). Motion passed.

Motion (3) – Fran Einterz moved to approve the inspection of the Category 3 project on Penn Cove Farm/Island Potato and directed staff to issue payment upon receipt of paid receipts from the landowner, not to exceed \$40,700. Motion passed.

Motion (4) – Wendi moved to approve Farm Plan 6.13-7. Motion passed.

Meeting adjourned at 12:28 p.m.

