



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
July 30, 2015
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

Tim Keohane – Regular Member (by phone)

Also in attendance:

Karen Bishop - District Manager

Sandy Welch – Office Administer, Treasurer

Ken Drecksell – WICD Farm and Forest Conservation Planner

3 Call to Order and Welcome

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

4 Minutes

Motion (1) Tom Fournier moved to approve the minutes of the June 30, 2015 meeting. Motion passed.

5 Financials

Sandy Welch presented the financial report. Sandy said the revenue is high due to cost share project reimbursements and reimbursement for completion of year-end projects.

Motion (2) Tom Fournier moved to approve the June 26 – July 30, 2015 P & L and voucher report including vouchers #5317 - 5342 (\$40,054.13); POS purchases (\$1,948.86); and EFTPS for monthly 941 payroll tax (\$4,803.30) all totaling \$46,793.74. Motion passed.

FY 15 Year End

The P & L for July 30, 2015 includes revenue for the year-end projects that were state grant funded. The WSCC year-end funding which covered staffing relieved vouchering the assessment funding as high as budgeted and left a \$9,107.78 carry over into FY16. Sandy said the 90 day CD for district reserves is due to be renewed. Supervisors decided to roll the \$9,107.78 and the \$16,273.90 together and start a new 90 day CD with a beginning balance of \$25,381.68 plus interest. Supervisors also discussed whether leave accrual reserves of \$20,020.11 are adequate and deemed that they are.

Motion (3) Sarah Richards moved to roll FY15 year-end assessment funds of \$9,107.78 together with the \$25,381.68 plus interest into a new 90 day CD intended to be used for WICD reserves. Motion passed.

Karen said that she will be presenting a revised budget to the board for FY16 at the August meeting. The FY16 approved budget includes anticipated funding from a combination of three possible grants. Only one grant was funded which is affecting the revenue for FY16.

6 WSCC Authorized Signature Form Signatures and WSCC Addendums

Motion (4) Wendi Hilborn moved to approve the signatures for the WSCC FY16 and FY17 authorized signature form. Motion passed.

Motion (5) Ed Adams approved the WSCC Addendums with the addition to addendum language to indicate that the WSCC funding to accomplish the proposed scope of work will be augmented by other funding sources. Motion passed.

7 Cost Share Projects

Staff presented a ranking matrix and a proposed ranking of cost share projects that have been entered in the WSCC Conservation Project Data System. Due to issues with the system, all of the projects have not been fully entered but staff asked board to review the list as of the July board meeting date.

Motion (6) Ed Adams moved to direct staff to go forward with the NPS Farm 1 Cost Share BMP implementation project funding to assist in improving water quality in the Ebey's Watershed, from the earliest source possible, whether that is through WSCC Shellfish funding or Livestock funding. Motion passed.

Ed reminded the board that the Marine Resources Committee has money earmarked for water quality monitoring associated with Ebey's Watershed water quality improvement projects.

Motion (7) Tom Fournier moved to approve the updated cost share project ranking matrix and recommends clear communication with landowners that onsite implementation will begin within 6 months of notification of funding. Motion passed.

8 NRCS Report

NRCS reported from Jared Hamman through Ken Drecksel that the EQIP deadline has been extended to October 16. This applies to regular and organic EQIP.

9 Presentation of Forest Plans –Ken Drecksel

Motion (8) Sarah Richards moved to approve Forest Plan 7_15-1. Motion passed.

Motion (9) Wendi Hilborn moved to approve Forest Plan 7_15-2. Motion passed.

10 Staff Reports

Karen Bishop reported on the following:

DOE agreement with WICD

Importance of the Ebey's Watershed project

PSP Technical Team application for stormwater group – Rob

WACD business – upcoming resolutions

Farm Tour Transition

11 Upcoming Dates, Review of Motions, Adjourn

Dates:

August 12 and 13 – WSCC All Districts meeting – Ellensburg – Ed

August 27, 9:00 – 11:00 WICD Board Meeting, WICD office

Sept. 12 and 13 – Farm Tour

October 6 – WACD Area Meeting – Kitsap CD

Motions:

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Meeting adjourned at 11:18 a.m.