



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 August 28, 2019; 9:00 AM – 12:00 PM

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 Tim Keohane - Member
Anza Muenchow – Auditor Tom Fournier – Member

Also in attendance or presenting:

Matt Zupich – WICD District Manager Jean Fike – WSCC Puget Sound Regional Manager
Erin Borden – WICD Technical Staff

3 Call to Order and Welcome

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

4 Minutes

Motion (1) Anza Muenchow moved to approve the minutes of the July 24, 2019 board meeting as read. Motion passed.

5 Financial Report and Other Business

- Matt Zupich presented the monthly Financial Report including an end of fiscal year review.

Motion (2) Anza Muenchow moved to approve the Payroll, Expense, and Voucher #s 6563-6590 totaling \$47,848.65; Bank POS purchases totaling \$3994.24; EFTPS monthly 941 payroll tax filing totaling \$5,731.52. Motion passed.

- Matt confirmed that the State Auditor's Office Accountability Audit of WICD was complete. The audit was perfect with no findings or recommendations reported.

6 WSCC Report

- Jean Fike introduced herself as the new Puget Sound Regional Manager and reported on current WSCC news. She can only attend WICD board meetings once every 3 months due to conflicting meeting schedules of other Puget Sound CDs. The WICD board will consider changing the monthly meeting day if it will help Jean attend more frequently.

7 WACD Report

- Sarah Richards gave a brief update on WACD. She announced that she will be resigning her position as NW Area Director effectively immediately.

8 Contracts, Agreements, Resolutions

- Matt Zupich reported that Gwendolyn Hannam has been accepted into the WSCC's Center for Technical Development (CTD) Conservation Planner training course this fall. He requested board signature on a District Approval and Training Commitment form to enable Gwendolyn to attend the training.

Motion (3) Tim Keohane moved to sign the District Approval and Training Commitment form for Gwendolyn to attend training. Motion passed.

- Matt Zupich reported the Greenbank Marsh Design Phase grant has been extended and approved for additional funding. He requested approval to sign a contract modification with Greenbank Beach and Boat Club.

Motion (4) Sarah Richards moved to approve Matt to sign the contract modification with Greenbank Beach and Boat Club. Motion passed.

- Erin Borden presented proposed cost-share projects for 3 landowners – Aws, Cerrato, and Jackson. All 3 have board-approved farm plans. She requested board approval and signature on each of the cost-share contracts.

Motion (5) Anza Muenchow moved to approve Matt to sign the Jackson cost-share contract. Motion passed.

Motion (6) Sarah moved to approve the Aws cost-share contract. Motion passed.

Motion (7) Tim Keohane moved to approve Matt to sign the Cerrato cost-share contract. Motion passed.

9 District Manager Report

- Matt Zupich reported the Board of Island County Commissioners have set their public hearing regarding the WICD/SCD Rates and Charges proposal for September 24, 2019, 10 AM, in the Commissioner's Hearing Room in Coupeville. The WICD board agreed to post a Special Meeting notice for that day in case a quorum of the WICD board is present at the hearing.
- Matt reported that the Beginning Farmer and Rancher grant has expired and all deliverables have been met. Karen Bishop transitioned all of her work on this project to WICD staff and offered her services on a contract basis for future needs with this type of work. The board will assess the risk of hiring Karen for consulting services prior to entering into any contract.
- Matt reported that there is movement among a few local farmers to pursue a farm/food co-op on Whidbey. They are holding a "Pop-Up Co-Op" at the Oak Harbor Music Festival over Labor Day weekend and have asked if WICD would serve as a fiscal agent to hold startup donations being solicited through a "Go Fund Me" campaign. The board suggested Whidbey Island Grown is a more appropriate entity to serve as fiscal agent for this effort. The board agreed to set up a "work session" for a more in-depth discussion on this and related topics regarding local farm support services. Jean Fike offered to help facilitate.

10 Upcoming Dates and Review of Motions

- September 2 – Labor Day Holiday, office closed
- September 17 – WACD Board meeting, 9 am – 2 pm, Ellensburg
- September 24 – Rates & Charges public hearing – 10 am, Commissioner's Hearing Room
- September 25 – WICD Board meeting, 9 am – Noon
- October 8 – NWAACD meeting – Snohomish CD
- October 14 – Indigenous Peoples Day Holiday, office closed
- October 23 – WICD Board meeting, 9 am – Noon

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11 Adjourned at 11:15 a.m.