



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 September 26, 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:

Sarah Richards – Vice-Chair
Tim Keohane – Regular member
Tom Fournier – Auditor
Fran Einterz – Regular Member

Also in attendance:

Karen Bishop - District Manager
Sandy Welch – Office Administer, Treasurer
Bruce Gordon – Farm Planner
Tony Sunseri – NRCS District Conservationist (by phone)
Stu Trefry - Regional Manager, WA State Conservation Commission (by phone)

3 Call to Order and Welcome

Sarah Richards, Vice-chair., called the meeting to order at 10:00 a.m.

4 Minutes

Supervisors reviewed the August 22 regular board meeting minutes as well as the September 5 special board meeting minutes.

Motion (1) Tom Fournier moved to approve the August 22, 2013 regular meeting minutes as well as the September 5, 2013 special board meeting minutes. Motion passed.

5 Financial Report – Sandy Welch

Sandy presented the August 23 – Sept. 26, 2013 financial report.

Motion (2) Sarah Richards moved to approve the Aug. 23 – Sept 25, 2013 P & L, the voucher report including vouchers #4738 – 4760 (\$29,038.80), POS purchases (\$797.08), and EFTPS (\$4,925.78) all totaling \$34,761.66. Motion passed.

Motion (3) Sarah Richards moved to again roll over the CD with FY13 year-end cash balance for 30 more days. Motion passed.

6 NRCS Report – Tony Sunseri

Tony said that Kathy Smith from the soils division of the Mt. Vernon office would be replacing Kathy Kilcoyne who retired as of October 6. Kathy is a qualified forester.

7 WSCC Report – Stu Trefry, Regional Manager

Stu said the WSCC Board met last week and said to pay close attention to the recent information from Debbie Becker regarding Category 3 cost share funding. There is a small amount of livestock planning money available. A survey will come out to request information on district needs.

- 8 POLICY /PERSONNEL COMMITTEE REPORT – Sarah Richards, Tim Keohane**
Motion (4) - Fran Einterz moved to accept the updated Plant Sale Inventory Management Policy as reviewed and presented by the policy/personnel committee. Motion passed. (Policy attached).
Motion (5) – Tim Keohane moved to increase staff salaries 3% across the board beginning with hours worked in the month of September, reflected in the October 1 payroll. Motion passed.
The policy committee discussed completing a communications policy for WICD which they will continue to work on with the District Manager.

- 9 Category 3 – Cost Share Project Approval**
Ken Drecksel explained that the Bethany Ridge compost facility with a total project cost of \$230,000 can be split into two components: the roof which can be done in the first year and the building itself which can be done in the second year. The roof alone addresses as run-off and manure leachate resource concern.
Motion (6) – Tim Keohane moved to approve the Bethany Ridge Compost Facility Roof (317) for 75% cost share funding, up to \$50,000 from the WSCC Shellfish Funding Category 3 allocation. Motion passed.

10 Staff Reports

Karen Bishop – District Manager

DOE/WICD Memorandum of Agreement – Karen said that there has been increased involvement by the Department of Ecology on Whidbey Island. This is largely due to DOE’s participation in the Is. Co. Pollution Identification and Control Grant. In light of a recent landowner issue where the landowner filed a complaint with DOE, Karen suggested that we discuss the status of the state CD/MOU agreement that WACD and WSCC were going to work on in light of District’s terminating their own individual agreements. The Board directed Karen to draft a letter to WSCC and WACD regarding status of state MOU template.

WSU/ WICD Partner Agreement – Karen informed the board that the agreement was executed with WSU for the partnership and \$2,500 support to bring the WSU Forest Stewardship Coached Planning class to Whidbey.

Storage shed and office maintenance – Karen said that the Historic Review Committee was reviewing the application for the Certificate of Appropriateness for the storage shed today. If approved, it will be installed on October 12. The painter for the office building will paint the shed for an additional cost to be paid by WICD. Cost may run over original \$3,000 due to staff time and permit cost for historic review.

Upcoming meetings – Karen suggested changes in Board meeting dates due to the holidays and the plant sale.

Motion (7) Fran Einterz moved to approve the following board meeting dates: November 21 (Third Thursday), December 19 (Third Thursday), January 23, 2014 (Normal 4th Thursday), February 20, 2014 (Third Thursday due to plant sale). The plant sale was set for Friday, February 28 and Saturday, March 1. Motion passed.

11 Upcoming WACD Meetings

Northwest Region Meeting – Port Townsend, October 7

Sarah Richards, Tom Fournier, Karen Bishop and Sandy Welch will attend.

Sarah Richards gave an overview of a resolution that she proposed presenting at the WACD Area Meeting to inform districts of the targeted messaging opportunities being created by the WSCC Path Forward Communications group. A similar resolution will run at the Northeast Area Meeting.

Motion (8) Tom Fournier moved to support the Communications Resolution to be presented by WICD at the WACD N.W. Region Meeting. Motion passed.

WACD Annual Meeting – Cle Elm

Costs to attend will be sent out to Board prior to the October meeting.

**12 Farm Plan #9.13-1, presented by Bruce Gordon / ACTION
Motion (9) Fran Einterz moved to approve Farm Plan #9.13-1. Motion passed.**

11 Upcoming Dates and Review of motions:

- October 7 WACD N.W. Region Meeting – Port Townsend
- October 24 (Normal 4th Thursday) – Board Meeting
- November 21 (Third Thursday) – Board Meeting
- December 2 – 5 - WACD Annual Meeting – Cle Elm
- December 19 (Third Thursday) – Board Meeting

Review of Motions:

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Meeting adjourned at 12:40 p.m.