

KING CONSERVATION DISTRICT

Board of Supervisors

Meeting Minutes

May 5, 1998

Supervisors Present: Stephen Lamphear, Chair; Susan Schmoll, Vice-Chair, Chris Tiffany, Sec/Treasurer; Pat Brewington, Member, Kim Marousek, Member (unconfirmed).

Guests Present: Ralph Backstrom , Associate

Staff Present: Nathan Jacobsen, Lyle Stoltman, Steve Heacock

NRCS Present: Joe Henry

The meeting was called to order at 5:07 p.m. Stephen Lamphear, Chair presided.

It was announced the Board would hold an Executive session to discuss options for filling the district manager position.

The Board convened to executive session at 5:08 p.m.

The board reconvened to regular session at 5:49 p.m.

Agenda Confirmation: The Board agreed to change the agenda as follows:

Move the budget amendment discussion until after the finance committee report.

No public comment

The meeting was opened to the minutes for April 21, 1998.

M/S/P a motion to approve the April 21st, 1998 minutes, as presented by the Secretary/Treasurer. Brewington abstained.

Future Agenda Topics include: 1) Development of a work plan for District supervisors that would be different than the work plan for employees. 2) Updating Personnel Policy manual.

KCD Board Committee Reports included:

Executive Search Committee- Tiffany reported that process is ongoing and that there is a person interested in the position at this time.

Lamphear reported that Jacobsen's tenure has terminated, the Board had asked Jacobsen to stay on permanently and he declined.

M/S/P a motion to compensate Nathan's time for work after his contract expired at the existing rate.

M/S/P a motion to enact Steve Heacock as Acting Manager and award premium pay at the rate of 15% pursuant to District policy.

Lamphear went on to say that the acting manager is eligible for premium pay if Heacock is in that position for more than five (5) days.

Finance Committee report - Tiffany reported that the committee met recently and has confirmed that there is a budget shortfall of approx. \$200,000.00.

The finance committee recommends that in order to balance the budget \$100,000.00 should be taken out of the reserve fund and approximately \$100,000.00 of salaries, wages, and benefits should be cut.

M/S/P a motion by the Chairman that given the current financial and budget limitations facing the District, a reduction in force is necessary. The Chairman of the Board is instructed to immediately initiate a reduction in force in accordance with the District's policy, provided that the implementation of the policy does not unduly interfere with or undermine the District's ability to evaluate and respond to the current financial and budget issues facing the District. In such cases, exceptions to the District's reduction in force policy are authorized. At the next regular board meeting, the Chair shall present to the Board of Supervisors his recommendations for implementation of a reduction in force as authorized by this motion.

M/S/P a motion for a resolution to adopt a budget amendment to the 1998 annual budget. (budget amendment #2, resolution 9809).

The Board authorized the Chair to have the state auditor come back to review the 1997 books.

Board Retreat - June 13th is new target date. The Silver Cloud Inn in Renton is the proposed location.

Municipal and watershed Forums Non-competitive Grants- Update - Jacobsen reported that the next step in the process is to develop an application form and send it out for review to the District's stakeholders. The due date for return is May 20th. It was noted that all applications must meet the District's strategic plan objectives.

First Quarter Work plan Activities Report - Jacobsen reported that the report sent out to the Supervisors was a first time trial and that Supervisor input is welcomed. The reporting is suppose to be completed as follows: Data shall be documented the first week following the end of a quarter. During the second week staff should complete the report. During the third week, the reports shall be compiled by the administration personnel and sent out to the District Supervisors.

Dairy Cost Share program - Two of the "kitchen table" meetings have been completed and dairymen have expressed interest in technical assistance and the cost share programs. Jacobsen said that the next step should be to form an application review committee with NRCS, KCD staff, and associate supervisor Van Dam. At this point the Board was in consensus to form a committee as said.

Old Business - Schmoll brought up subject of deferred compensation. Jacobsen said that target date is 7-1-98 but others issues are ahead of it.

Schmoll wondered if the District still had the manure share program.

The meeting was adjourned at 6:50 PM.

Authorized Signature

Date

Summary of Motions:

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M/S/P a motion to enact Steve Heacock as Acting Manager and award premium pay at the rate of 15% pursuant to District policy.

M/S/P a motion by the Chairman that given the current financial and budget limitations facing the District, a reduction in force is necessary. The Chairman of the Board is instructed to immediately initiate a reduction in force in accordance with the District's policy, provided that the implementation of the policy does not unduly interfere with or undermine the District's ability to evaluate and respond to the current financial and budget issues facing the District. In such cases, exceptions to the District's reduction in force policy are authorized. At the next regular board meeting, the Chair shall present to the Board of Supervisors his recommendations for implementation of a reduction in force as authorized by this motion.

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