

KING CONSERVATION DISTRICT

Board of Supervisors Meeting

Meeting Minutes

August 11, 1998

1 **Supervisors Present:** Pat Brewington, Vice-Chair, Kim Marousek, Member, Susan Schmoll,  
2 Chair, Chris Tiffany, Secretary-Treasurer.

3 **Guests Present:** Brooke Barrett, Tina Miller, Lynne Sullivan

4 **Staff Present:** Sandi Krenkel, Steve Heacock, Steve Stearns, Lyle Stoltman

5 **NRCS:** Joe Henry, District Conservationist

6 The meeting was called to order at 5:05 p.m. Susan Schmoll, Chair presided.

7 **Agenda Confirmation/ Guest Introduction:**

- 8 • The Board agreed to table the 1998 Budget Amendment until the next meeting.  
9 • Guests present were introduced: Tina Miller, KCWRLD employee and Basin Steward for the  
10 Lake Sammamish watershed; Brooke Barrett and Lynne Sullivan, applicants for the Board of  
11 Supervisors.

12  
13 **Minutes July 7<sup>th</sup> and July 21<sup>st</sup>:**

14 The Board reviewed the minutes from the July 7<sup>th</sup> meeting. No changes were made.

15  
16 **M/S/P a motion to accept the July 7<sup>th</sup> minutes.**

17

18 The Board reviewed the minutes from the July 21<sup>st</sup> meeting. A motion to recommend Chris  
19 Tiffany to the Conservation Commission for the open appointed supervisor position had not been  
20 recorded. The minutes were amended to correct this oversight.

21  
22 **M/S/P a motion to pass the July 21<sup>st</sup> minutes as amended.**

23

24 **Public Comment:**

25 No public comment.

26

27 **Guest Presentation:**

28 To introduce the presentation, Supervisor Tiffany reminded the Board of the District's current  
29 restrictions on using watershed forum assessment money for property acquisition. Tina Miller,  
30 King County Water and Land Resources employee and basin steward for the Lake Sammamish  
31 watershed, gave a presentation to the Board outlining the property acquisition process used by  
32 the watershed forums to answer any questions members might have. Miller described the  
33 Waterways 2000 process in the Bear Creek and Issaquah watersheds and spoke of the restrictions  
34 and criteria that must be met. She then gave a brief summary of match funding from several

35 sources and gave a copy of the Waterways 2000 Program in Issaquah for each Board member.  
36 Miller also stated that it would be easy to set up the Board as an oversight committee on property  
37 acquisition to provide a check and balance system and give the Board some input on the  
38 acquisition process. A discussion on the Issaquah program ensued. Miller stated that they were  
39 in the process of appraisals and should close on 3 or 4 parcels by the end of the year. Supervisor  
40 Schmoll asked how many acres would that be. Miller replied anywhere between 20-70 acres  
41 depending on funding. Supervisor Tiffany asked if there was any signage on purchased property  
42 to keep out unauthorized personnel. Miller said that she had not seen any, but local groups are  
43 approached to "adopt" a parcel, which involves doing planting and monitoring work such as fish  
44 and wildlife surveys, picking up trash, etc. Waterways lands acquired are transferred to the King  
45 County Parks Department for management, and in fact the Parks Dept. has just hired 4 new  
46 employees for open space area management. Financial Officer Sandi Krenkel inquired in whose  
47 name the land title is held. Miller answered that the land title is held in King County's name,  
48 under stewardship of the Parks Dept. Miller also shared an article on needs of salmon in urban  
49 areas as an example of what criteria they look at in purchasing potential property. Supervisor  
50 Schmoll thanked Tina Miller for her presentation and accepted several business cards in case  
51 Board members had further questions.

52

53 **Interviews with Board Candidates:**

54 The Board informally interviewed Brooke Barrett and Lynne Sullivan, the two applicants for the  
55 open supervisor position. Both candidates were informed by the Chair that Chris Tiffany had  
56 already been recommended for that position, and essentially they would be filling her elected  
57 position for the remainder of her term. The candidates were also informed that a decision would  
58 be made soon and their first meeting as supervisors would be in October.

59

60 It was announced that the Board would hold an executive session to discuss personnel matters.

61

62 *The Board convened to executive session at 6:12 p.m.*

63

64 *The Board reconvened to regular session at 7:47 p.m.*

65

66 The Chair announced that Supervisor Kim Marousek will arrange to meet with District staff  
67 within a week. The Board will have a work session the following week with upper staff  
68 members Steve Heacock, Lyle Stoltman, Geoff Reed, and Sandi Krenkel.

69

70 **City of North Bend Annexation, Resolution:**

71 Acting Manager Heacock presented a prepared resolution for incorporation of the City of North  
72 Bend into King Conservation District. A brief explanation of the ratification process by the  
73 Conservation Commission for incorporation of new cities followed.

74

75 **M/S/P a motion to adopt Resolution No. 98-14, a Resolution Approving a Petition for**  
76 **Inclusion of the City of North Bend, Washington within the King Conservation District.**

77 **City of Renton Assessment Fund Transfer Scope of Work:**

78 Financial Officer Sandi Krenkel explained the scope of work submitted by the City of Renton for  
79 payment of their assessment funds from FY 1994-97. Supervisor Schmoll had questions  
80 regarding tracking of this type of project(s) before the money is disbursed. Supervisor Tiffany

81 also questioned where the money would be coming from, as no city assessment money from  
82 years 1996-97 has been budgeted in the current District budget. Schmoll asked the Budget  
83 Committee for their suggestion on how to proceed. Tiffany said that \$199,000 had been  
84 budgeted for previous years but the Board will need to make a budget amendment at the next  
85 meeting based on their discussion in executive session. The Board agreed to take no action on  
86 this matter until more information was available.

87

88 **Green Car Wash Amendment:**

89 Sandi Krenkel presented a memorandum of amendment to the Green Car Wash program budget.  
90 The final version is forthcoming but will meet the County's criteria for reimbursement and  
91 overall scope of work. Final closeout of the Green Car Wash program needs to be done as soon  
92 as possible so the District can be reimbursed.

93

94 **M/S/P a motion to authorize the Financial Officer to amend the Green Car Wash**  
95 **agreement and authorizing the Chair to sign the amended agreement as outlined in the**  
96 **Financial Officer's memo.**

97

98 *A five-minute break was declared at 8:05 p.m.*

99

100 *The Board resumed regular session at 8:10 p.m.*

101

102 **Treasurer's Report:**

103 Secretary/Treasurer Chris Tiffany reported that Ida Ritter has been recommended for a loan  
104 under the DOE loan program. She will receive \$30,000 based on the bank's recommendation.

105

106 **M/S/P a motion to approve a revolving fund dairy loan for Ida Ritter.**

107

108 Tiffany also reported that a new account set up by the District to hold farm loan monies is  
109 gaining interest. Sandi Krenkel mentioned that all loan agreements and paperwork for this  
110 account is available for the Board's perusal.

111

112 Secretary/Treasurer Tiffany recommended that Budget/Actual expenditures have to come in with  
113 a budget amendment at the next Board meeting. It was noted that additional URP expenditures  
114 were higher than previously thought. Sandi Krenkel added that the URP expenditures in  
115 question included all of the URP Coordinator's 1997 travel expenses. Chris Tiffany said that the  
116 Treasurer will come back with a budget amendment recommendation at the next meeting. The  
117 Board spent the next few minutes reviewing checks signed and checks to be signed.

118

119 **M/S/P a motion to sign check numbers 4369-4417 for \$109,110.27 drawn on the Seafirst**  
120 **bank account for the period between July 22<sup>nd</sup> to August 11<sup>th</sup> for salaries and obligations of**  
121 **the District.**

122

123 **Committee Reports:**

124 It was said that the topics to be discussed under this portion of the agenda had already been  
125 covered.

126

127 **URP Project Extension:**

128 Sandi Krenkel presented a request from TREEmendous Seattle to extend the deadline for the  
129 Central Area Community Greening project. The Board agreed to extend the deadline from  
130 August 31, 1998 to October 31, 1998. It was noted that if the project cannot be completed within  
131 this timeframe, a revised scope of work and an application for grant funding for FY 1999 must  
132 be submitted to the next fiscal agent for URP, however named.

133

134 **Policy and Procedures - Amended RIF Policy:**

135 Supervisor Kim Marousek reported that the Policy and Procedures Committee met and discussed  
136 changes to the RIF policy to bring it into line with current District needs. The proposed changes  
137 were examined by District Attorney Eric Frimodt and he provided a new policy for Board  
138 review. A short discussion ensued on the amount of notice to be given in event of a layoff. The  
139 Board agreed that the 60-day period specified in the Policy and Procedures manual is too  
140 cumbersome to work with and the policy as it is currently written could result in unnecessary  
141 litigation. It was agreed that a 30-day period was the most reasonable and gave the Board  
142 maximum flexibility in the event additional RIFs are needed.

143

144 **M/S/P a motion to adopt Resolution 98-15 modifying the District's Policy and Procedures**  
145 **relating to personnel matters.**

146

147 The Chair directed the Acting Manager to have staff sign the new terminable-at-will agreement.  
148

149 **Manager's Report:**

150 Acting Manager Heacock presented a request from the Conservation Commission to house an  
151 employee at the District office. The employee would be doing watershed resource inventory  
152 work. Heacock noted that there is plenty of space and had discussed the matter with Joe Henry.  
153 It was his opinion that it may actually enlighten some as to what this particular conservation  
154 district office does.

155

156 A discussion on request from King County concerning the loosening of standards for farm plans  
157 ensued. It was mentioned that this could have potential liability issues for the District if such a  
158 loosening occurred. Because the District follows NRCS standards in design and implementation  
159 of farm plans, the NRCS bears liability should something go wrong. However, if the District  
160 loosens the standards, it would then be liable.

161

162 Heacock reported that Pieter Straub of the World Conservation Corps had approached him with a  
163 proposal to partner with the District at the Wetland Plant Cooperative.

164

165 A revised list of current employees and the 1998 Program Schedule of Activities was presented.  
166

167 **NRCS Report:**

168 District Conservationist Joe Henry said that the NRCS is currently working on a national effort  
169 to conduct a workload analysis. The analysis will be done on a county-by-county basis and is to  
170 be completed by September 9<sup>th</sup>. NRCS Renton Field Office staff and District employees are  
171 currently working on this analysis. Joe said that he would keep the Board apprised as to its  
172 progress. The NRCS has received notice of 3 water quality violations, two by the EPA.

173  
174 Lyle Stoltman reported that he, Jack Smith of NRCS, and former Board member Richard Van  
175 Dam have discussed available cost-share funding with several dairymen. The cost-share funding  
176 pays 50% of approved expenditures up to \$25,000 and to date 8 dairymen have signed up  
177 totaling \$80,315 in funding. Stoltman said that approximately \$17,000 was being kept in case  
178 more applications come in. He also informed the Chair that she would have to sign off all dairy  
179 plans that receive this cost-share funding.

180  
181 **M/S/P a motion to authorize the Chair to approve expenditures to dairymen as**  
182 **recommended by committee, to be funded by reimbursement for work completed.**

183

184 **Future Agenda Topics:**

185 Final Decision on Acquisition of Property using assessment money.

186

187 Susan Schmoll said that she is going on vacation following Labor Day weekend. The Board  
188 agreed to hold the next meeting on September 22.

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190 There being no further business, the Board adjourned at 9:25 p.m.

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192 \_\_\_\_\_  
193 Authorized Signature Date  
194

195 **Summary of Motions**

196  
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198 **M/S/P a motion to accept the July 7<sup>th</sup> minutes.**

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220

**Summary of Resolutions**

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**Resolution No. 98-14      A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE KING CONSERVATION DISTRICT, WASHINGTON, APPROVING A PETITION FOR INCLUSION OF THE CITY OF NORTH BEND, WASHINGTON WITHIN THE KING CONSERVATION DISTRICT**

**Resolution No. 98-15      A RESOLUTION OF THE KING CONSERVATION DISTRICT, KING COUNTY, WASHINGTON, MODIFYING THE DISTRICT'S POLICY AND PROCEDURES RELATING TO PERSONNEL MATTERS.**