

KING CONSERVATION DISTRICT

Board of Supervisors

Meeting Minutes

September 15, 1999

1 **Supervisors Present:** Bill Niccolls, Chair; Lynn Sullivan, Vice Chair; Chris Tiffany, Secretary
2 /Treasurer; Nancy Hansen, Member

3 **Associate Supervisors:** Max Prinsen, Bruce Harpham

4 **Guests Present:** Eric Nelson (King County, Department of Natural Resources), Laurie Clinton
5 (King County, Department of Natural Resources), Claire Dykman (King County, Department of
6 Natural Resources)

7 **Staff Present:** Sandi Krenkel, Elizabeth Weldin

8 The meeting was called to order at 6:35 PM. Bill Niccolls, Chair presided.

9 **Executive Session:** The Board went into Executive Session at 6:40PM.to meet with Mike
10 Bolasina of Stafford, Frey, Cooper, appointed by the Washington Government Entity Pool, to
11 hear an update on pending litigation.

12 The Board reconvened to Regular Session at 7:05PM.

13 **Agenda Confirmation:** The Board agreed to revise the agenda to vote on a proposed settlement
14 agreement discussed in executive session and review the August 11, 1999 meeting minutes
15 before the presentation by Clare Dykman.

16 **M(Tiffany)/S(Wallace)/P a motion to authorize the Chair to sign the settlement agreement**
17 **between John L. Davis, Dorthea Davis, King Conservation District, and Stephen Lamphear**
18 **as presented by the Michael Bolasina, the District's attorney.**

19 **Guest Introduction:** Eric Nelson, Laurie Clinton, and Claire Dykman, all employees of King
20 County, introduced themselves.

21 **Approval of the Minutes:**

22 **M(Wallace)/S(Sullivan)/P a motion to approved the August 11, 1999 minutes with**
23 **amendments submitted by Lynn Sullivan. (Hansen abstained)**

24 Sullivan excused herself from the remainder of the meeting.

25 **Presentation by Claire Dykman of King County**

26 Sandi Krenkel, who invited Ms. Dykman to speak at the Board meeting, introduced her. Ms.
27 Dykman spoke about the Draft Tri-County Proposals for Agriculture with regards to the
28 Endangered Species Act (ESA). The presentation began with a summary of federal, state, and
29 local agencies involved with ESA. Next, she summarized the issues facing agriculture with the
30 listing of the salmon, both at a local and regional level. Finally, she suggested the roles that the
31 King Conservation District may hold in the ESA issue. Eric Nelson mentioned that on
32 September 23 and October 13, there would be ESA and Agriculture presentations, in Renton and

33 Snoqualmie Valley, respectively.

34 After returning from a ten-minute break, Bill Niccolls called the meeting back to order at 7:40
35 PM.

36 **Farm Plan Status Report:**

37 Krenkel presented a revised 1999 Farm Plan and Dairy Nutrient Management Plan report.
38 Through research, she learned that the Dairy Nutrient Management Plans could be counted
39 towards the total annual farm plan numbers. The District is taking a more active role in Dairy
40 Nutrient Management Plan. The Board has a sub-committee that signs off on the Dairy Nutrient
41 Management Plans. Krenkel has a goal of completing all 53 Dairy Nutrient Management Plans
42 by December 31, 2000. This goal was established because the assessment and cost share funding
43 might not be available in 2001. Niccolls informed the Board, that they must take a proactive
44 stance on making sure these Dairy Nutrient Management Plans are complete. Prinsen stated that
45 the 53 dairies need to work in a cooperative manner to complete the KCD's goal. He asked if the
46 District had a waiver available to operators who were not interested in doing a Dairy Waste
47 Management Plan. Krenkel reminded the Board that the District does not have to do the plans
48 for the dairies. If an operator wants to pay a consultant to complete the Dairy Waste
49 Management Plan they have that right. Krenkel informed the Board that this law can be found in
50 RCW 90.64. Harpham informed the Board that the Livestock Oversight Committee is concerned
51 that there are many unsigned or partially completed farm plans in King County. Tiffany
52 suggested that there might be a lack of small farm work for farm planners in 2000. She
53 suggested this could be do to a lack of enforcement of the Livestock Ordinance. Laurie Clinton,
54 King County, Department of Natural Resources, mentioned that the enforcement of the
55 Livestock Ordinance has begun. Elizabeth Weldin, King Conservation District, mentioned that
56 there is currently a waiting list for farm plans. Harpham stated that when Dairy Waste
57 Management Plans are fully implemented that federal and state regulations must be met. Tiffany
58 mentioned that the King Conservation District staff needs to start attending Livestock Oversight
59 Committee meeting and reporting back to the Board. Clinton mentioned that King County
60 Council selects the member of the Livestock Oversight Committee. The Committee works on
61 the implementation of the Livestock Ordinance. She added that Eric Nelson works with the
62 Agriculture Commission. Niccolls suggested that a presentation on farm plan development
63 should be a presentation at a future Board meeting. Hansen suggested that another future Board
64 meeting topic needs to be the Board's and District staff's role in ESA matters. Krenkel
65 mentioned that in the 2000 budget, implementation is going to be important.

66 **Request to Fund State Revolving Fund Loan to Ida Ritter:**

67 Krenkel presented an application for a State Revolving Fund (SRF) loan for Ida Ritter, a dairy
68 operator. A motion was needed for the District Chair to approve the funding of the SRF Loan.
69 Krenkel mentioned that this action was not co-signing for a loan and there is has no liability
70 associated with this loan.

71 **M(Wallace)/S(Tiffany)/P a motion to approve for the Chairman of the King Conservation**
72 **District's Board of Supervisors to recommended to the Conservation Commission to fund**
73 **the SRF Loan Application of Ida Ritter.**

74 **City of SeaTac non-competitive grant award:**

75 Krenkel explained that City of SeaTac is requesting \$3500 of its Assessment collections to be
76 used as match for a King County Waterworks Grant in the amount of \$69,520. This will pay for
77 consulting services to do outreach and education work with businesses on water quality issues.

78 **M(Wallace)/S(Tiffany)/P(Hansen - Abstained) to approve the King Conservation District**
79 **Watershed and Municipal Non-Competitive Grant Application for the City of SeaTac's**
80 **Business Water Quality Program.**

81 **Treasurer's Report:**

82 The Board reviewed the report and Tiffany asked if there were any questions. Niccolls asked
83 why there was a fund transfer of \$60,000 on August 20, 1999. Krenkel explained that there was
84 a positive cash flow because grants reimbursement requests were paid out by the State
85 Conservation Commission.

86 **M(Tiffany)/S(Wallace)P a motion to ratify checks numbering 5013 to 5047 in the amount**
87 **of \$39,460.75 for the period of August 16 to September 15, 1999 for payment of salaries and**
88 **obligation of the District.**

89 **Budget Amendment**

90 Krenkel explained that the District is ending some grant funded programs with positive funds
91 that will be included in the Ending Fund Balance. The administrative assistant would be
92 primarily funded through interest income. Niccolls joked calling the position the "Sandi Krenkel
93 sanity position". Krenkel explained that position would do tasks described under numerous
94 grants. Hansen questioned the need to do a budget amendment to create this position. Tiffany
95 explained this budget amendment showed the accountability of the funds. Hansen asked if the
96 Board had authorization to create a new position of an administration assistant. She asked if the
97 creation of the new position should be a separate action. Tiffany commented that the Board does
98 not have a policy for position creation. Tiffany and Krenkel both stated that there was no need for
99 a separate action for the creation of an administrative assistant. Niccolls interjected by saying
100 that the Board needs to have the authority to create new positions. Tiffany reminded the Board
101 that the District Executive has hiring and firing powers. Hansen asked again if the Board has the
102 authority to create a new position. Krenkel explained that when King County creates a new
103 position they are looking at it as a long-term commitment where the funding has to be
104 demonstrated. Tiffany referred to this budget amendment as a supplemental budget. Hansen
105 asked if the Board should have the position creation as a separate Board action. She was
106 wondered if the action was actually part of the budget process. Krenkel explained that the
107 interest income from investments will support this position. Tiffany explained that the salary for
108 this position would be \$24,000 to \$28,000 per year. Krenkel explained that \$3000 of the salary
109 would come from the administration budget under wages/benefits. Hansen asked what the
110 longevity of the position would be and asked where the other money was coming from to pay for
111 the administrative assistant. She asked if the grant allowed for administrative support. Krenkel
112 explained that the seventy percent of the position funding would come from grants. The
113 administrative assistant will work on projects such as newsletter layout, grant reporting, and

114 quarterly reporting. Krenkel mentioned that current work on grant reporting is not being done in
115 a timely manner as directed. There were three grants that had not been closed out in a timely
116 manner as the ending dates were June 30, 1999. These grants include the Dairy Waste,
117 Information Services, and Implementation grants. These grants are under the supervision of Lyle
118 Stoltman. Hansen asked why there was not an administrative assistant. Tiffany responded that
119 the Board cut the position. Hansen asked the Board if they really did have authority to create a
120 new position. Niccolls proposed that the Board should create a new policy on their
121 responsibilities with position creations. Wallace asked if Stoltman was over allocated. Krenkel
122 said that the issue was a personnel matter and was addressing it. Krenkel and Tiffany both
123 mentioned that Stoltman was not reporting to the Board what was occurring at meetings, which
124 was why Clare Dykman gave her presentation. Krenkel stated that if a staff member did not a
125 have anything to report to the Board on, then they should not be paid to attend board meetings.
126 The time should be used for program activities. Niccolls suggested that discussion be refocused
127 to the budget amendment.

128 **M(Tiffany)/S(Wallace)/P a motion to pass and amend resolution no 99-09"A Resolution of**
129 **the Board of Supervisors of the King Conservation District No. 9 Amending the Annual**
130 **Budget"**.

131 Krenkel explained that money for the position would come from closed out grants and interest
132 income. Hansen commented that wage spending would then increase with the addition of this
133 position. Krenkel explained that the District has a non-benefited position on staff. Niccolls
134 explained that there was a \$10,000 grant applied for and not all the money was used, therefore
135 this money is available for the creation of this position. Tiffany reiterated that the Board needs
136 to be accountable for the movement of the money and the rationale behind the movement.
137 Niccolls restated that an administrative assistant needs to be added to decrease Krenkel's
138 workload.

139 **Future Agenda Topics:**

140 Niccolls suggested that ESA and its relationship to the Conservation District should be discussed
141 during future meetings. Additionally farm plan development and implementation strategies need
142 to be discussed. Finally, Niccolls would like to discuss budget amendments and the District
143 Executive's authority. Niccolls and Wallace both suggested that grant administration should be a
144 future topic of discussion. It was suggested that Stoltman be present at future meetings for the
145 discussion of his role in grant administration and meeting attendance. Bruce suggested the
146 Laurie Clinton should brief the Board on the Livestock Ordinance. Prinsen suggested that there
147 should be a discussion about the new cities being incorporated and how this incorporation affects
148 the Conservation District. Hansen suggested that a future the discussion should be about how
149 new positions should be created. Wallace suggested that roles of individual staff should be
150 discussed.

151 **M(Tiffany)/S(Wallace)/P a motion to adjourn meeting.**

152 The meeting was adjourned at 9:33 PM.

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156 _____
Authorized Signature

_____ Date

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Index of Motions

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