

KING CONSERVATION DISTRICT

Board of Supervisors Meeting Minutes

February 23, 2009

1 **Supervisors Present:** Bill Knutsen, Chair, Bob Vos, Vice Chair, Scott Wallace, Member

2 **Associate Supervisors Present:** David Irons, Max Prinsen

3 **Guests Present:** Sara Hemphill, Sustainable Solutions, Tom Carpenter, citizen, Janice Corbin,
4 Sound Employment Solutions

5 **Staff Present:** Jeffrey Possinger, Brandy Reed, Susan Wermus, Jessica Saavedra

6 **NRCS Staff Present:** Clare Flanagan

7 Chair Knutsen called the meeting to order at 6:012 pm.

8 Introductions were made and the agenda was reviewed. Reed requested an action item be added
9 to the agenda for approval to surplus equipment. Wermus requested an action item be added to
10 the agenda for approval and signature of a dairy management plan.

11 **Wallace Moved; Vos Seconded, Passed unanimously a motion to approve the meeting**
12 **agenda. (3 ayes, 0 nays)**

13 There were no Public Comments so the agenda moved to the Consent Agenda.

14 **Vos Moved, Wallace Seconded, Passed unanimously a motion to approve the consent**
15 **agenda. (3 ayes, 0 nays)**

16 Wermus and Reed presented the board with key dates and deadlines related to the office
17 relocation. Wermus detailed when phone and internet service are expected to be live, when staff
18 will occupy the new office space, and what remaining installations have yet to be complete.
19 Reed explained that staff would experience three days of working from home and what resources
20 are available to them during this transition period. The board asked questions and staff provided
21 answers.

22 The salary survey presentation was pushed to later in the meeting.

23 Possinger provided the Executive Director's report. He thanked the board for making personal
24 contributions to the donation fund in honor of the passing of Steve Ohlenkamp's mother-in-law.
25 Possinger explained that the office relocation schedule is on track and has involved a huge
26 amount of work. He and Hemphill laid out the assessment schedule and will be presented later
27 in the meeting. Possinger will meet again with David Dicks. HB 1097 has stalled in the
28 legislature and KCD is working to support this bill. WSCC submitted selected KCD projects for
29 stiulus package support. Three staff positions are currently open, including the Public
30 Information Officer position for which we received 132 applicants. Janice Corbin will cull down
31 the applicant pool and start interviews in two weeks. Possinger handed out the draft strategic

*“Promoting sustainable uses of natural resources
through responsible stewardship”*

32 plan. The deadline for the March election applications is March 4th in order to be included on
33 the ballot. The deadline for Commission appointed applicants is March 31st.

34 In the interest of time, Knutsen and Wallace did not give reports. Vos reported several recent
35 meetings regarding BASE. He informed the board that Tony Zraggen has not been able to
36 attend meetings recently due to some medical needs.

37 Saavedra handed out a list of grants program close out items to be reflected in the formal record.

38 Knutsen named board members to each of the newly approved board subcommittees: Grants –
39 Knutsen, Administration and Budget – Knutsen, Strategic Planning – Lindemulder, and Program
40 Development – Wallace and Vos.

41 Corbin provided a presentation on the process, decisions, and conclusions from the salary survey
42 and schedule determination. She explained the condensing of the schedule from ten years to
43 five. Also, the position categories were reconfigured and she detailed how current staff fit into
44 the reconfiguration according to whether or not staff had special expertise and managed people.
45 She used other district schedules as well as Puget Sound region cost of living information upon
46 which to base the survey results. Possinger added that the new schedule will be attached to the
47 budget for approval. Vos requested that the board discuss the schedule in an executive session at
48 the next board meeting. Board questions and discussion ensued.

49 Hemphill provided a brief outreach report. She handed out her written outreach report and
50 highlighted a couple items. She also handed out a written report from the Bartlett Group.

51 Board attention moved to BASE. Vos handed out his written proposal and gave an overview.
52 He detailed several differences from last year's work to what is proposed for this year. Also, he
53 detailed each of the proposed project sites. Vos feels that staff involvement is a necessary part of
54 the project. Vos also feels that the board should authorize additional funding for payment of
55 engineer Ed Zapel's recent time spent on BASE. A special board meeting to focus on BASE
56 discussions was proposed and will more than likely be scheduled for Thursday evening February
57 26th.

58 Knutsen called for a recess at 7:55 pm. The meeting was reconvened at 8:05 pm.

59 **Vos Moved, Wallace Seconded, Passed unanimously a motion to authorize a \$5,000**
60 **extension to Ed Zapel's contract under the same scope of work. (3 ayes, 0 nays).**

61 Possinger and Hemphill provided the board with a presentation related to the assessment renewal
62 process. A detailed chart of the necessary steps was presented. Possinger explained who the
63 targeted audiences are and what the systematic approach should look like. Engagement of the
64 Advisory Committee was highlighted as a key aspect of the approach as well as August 1st was
65 shown as a critical deadline. Possinger is working closely with the District attorney to build a
66 renegotiation team. Time estimates have been built into the schedule presented. Hemphill added
67 that the key time period for Advisory Committee engagement as the present until August 1st.

68 She suggested that small working groups within the larger Advisory Committee will help to
69 draw out efficient strategy development. Board discussion ensued.

70 Reed presented AI 09-029 requesting board approval for the surplus of District equipment.

71 **Wallace Moved, Vos Seconded, Passed unanimously a motion to approve surplus inventory**
72 **item numbers 2003-3 (HP scanner), 2003-4 (Dell workstation), and 2004-6 (Dell**
73 **workstation). (3 ayes, 0 nays). [AI 09-029]**

74 **Vos Moved, Wallace Seconded, Passed unanimously a motion to direct the Administration**
75 **and Budget Board Subcommittee to draft Associate Board of Supervisor criteria and**
76 **processes to bring forth at the March 23rd regular meeting. (3 ayes, 0 nays).**

77 Wermus presented the board with documents relating to approval of the Prijatel dairy
78 management plan. The board reviewed the documents prepared by District staff member Josh
79 Monaghan.

80 **Wallace Moved, Vos Seconded, Passed unanimously a motion to approve and certify the**
81 **Prijatel dairy management plan. (3 ayes, 0 nays). [AI 09-030]**

82 Possinger led the board in the final questioning of three applicants to the appointment of the
83 open board of supervisors position recently vacated by Matt Livengood. He explained the
84 questioning and matrix voting process. The board decided on the three questions to be asked of
85 all three candidates. Following the alphabet, Tom Carpenter was the first candidate to be posed
86 questions from the board. Carpenter answered the three board determined questions and he
87 made a final statement. David Irons and Max Prinsen also answered the three board determined
88 questions and made a final statements to the board.

89 The board entered Executive Session at 9:26 pm to discuss the three candidates. The board
90 exited Executive Session at 9:40 pm.

91 Possinger led the board in a matrix vote of the three candidates. Wallace, Vos, and Knutsen
92 unanimously voted David Irons as the newest member of the District Board of Supervisors.

93 Knutsen administered the oath to Irons.

94 **Vos Moved, Wallace Seconded, Passed unanimously a motion for adjournment. (4 ayes, 0**
95 **nays)**

96 Chair Knutsen adjourned the meeting at 9:44 pm.

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100 Authorized Signature _____ Date _____

101 **Summary of Motions**

102 **Wallace Moved; Vos Seconded, Passed unanimously a motion to approve the meeting**
103 **agenda. (3 ayes, 0 nays)**

104 **Vos Moved, Wallace Seconded, Passed unanimously a motion to approve the consent**
105 **agenda. (3 ayes, 0 nays)**

106 **Vos Moved, Wallace Seconded, Passed unanimously a motion to authorize a \$5,000**
107 **extension to Ed Zapel's contract under the same scope of work. (3 ayes, 0 nays).**

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112 **Prijatel dairy management plan. (3 ayes, 0 nays). [AI 09-030]**

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114 **nays)**