
Official Minutes of the July 10, 2019, Pierce Conservation District Board Meeting:

Present:

Supervisors:

Jeanette Dorner, Chair
Scott Gruber, Vice Chair
John Hopkins, Auditor
Brian Sullivan, Member
Cindy Haverkamp, Member
Don Gourlie, Associate Supervisor
Hannah Febach, Associate Supervisor

District Personnel:

Ryan Mello, Executive Director
Melissa Buckingham, Water Quality Program Director
Allan Warren, Communication & Development Director
Paul Borne, KGI Farm Resource Specialist
Alison Nichols, Crop Farm Specialist
Cynthia Ross, Finance Coordinator
Kristine Swanner, Grant & Contract Coordinator

Other Attendees:

Sheila Marcoe, Department of Ecology
Jean Fike, Washington State Conservation Commission
Allison McCoy, Pierce County Citizen

Not Present:

Bill Schuller, Associate Supervisor

The July 10, 2019 meeting of the Pierce Conservation District was called to order at 5:14 pm. The meeting was held at the District office.

Introductions:

Board, District Staff, and visitors.

Please see Exhibit A: <S:\Board of Supervisors\Board Notes\2019\Attachments\7 - July\A - Sign In Sheet.pdf>

Agenda Change:

Jeanette added an item “FY 2020 Conservation Commission Addendums to our State Conservation Commission Contract” to the Consent Agenda.

Consent Agenda:

1. Approve Minutes of the June 19, 2019 Meeting.
Please see Exhibit B: <S:\Board of Supervisors\Board Notes\2019\Approved Notes\06-19-2019 Approved Notes.pdf>
2. Approve the FY 2020 Conservation Commission Addendums in the amount of \$125,600 for the Implementation Grant and \$100 for Conservation Reserve Enhancement Program technical assistance.
Please see Exhibit C: <S:\Board of Supervisors\Board Notes\2019\Attachments\7 - July\C - FY2020 Addendum PCD Implementation Grant.pdf>
Please see Exhibit D: <S:\Board of Supervisors\Board Notes\2019\Attachments\7 - July\D - FY2020 Addendum PCD CREP Grant.pdf>

John moved to approve the consent agenda. Scott seconded the motion. The motion passed unanimously.

June 30, 2019 Treasurer’s Report:

Cynthia presented the Treasure’s Report and financial activities for the month of June 2019. She reviewed the Profit and Loss statement, highlighting several items in the Income and Expense section. The District Professional Services Expense increase is related to the deposits for next year’s plant sale and Environmental Science Associates (ESA) storytelling. The increase in grant reimbursement is due to billing monthly instead of quarterly. Floodplains by Design, Agricultural Community of Interest (AgCOI), and Environmental Education Community of Interest (EE COI) are a big reason for the increase.

Cynthia reviewed the Balance Sheet, Deposits, Missing Checks, and Treasurer’s Report in detail with the Board. There are no missing or voided checks.

Brian moved to approve the June 30, 2019 Treasurer’s Report. John seconded the motion. The motion passed unanimously.

Please see Exhibit E: <S:\Board of Supervisors\Board Meeting Financials\2019\July 2019.xlsx>

Water Quality Improvement & Monitoring Program Update:

Melissa presented to the Board an overview of the Water Quality Improvement & Monitoring Program Update. Melissa answered general questions regarding processes and provided further clarification of the cost.

Please see Exhibit F: S:\Board of Supervisors\Board Notes\2019\Attachments\7 - July\F - Water Quality Program_2019 BM.pptx

Re-affirming the Pierce Conservation District's Cost Share Policy, Including the Cooperator Labor Rate:

Ryan explained that at the beginning of each state biennium, the District is required to reaffirm/amend its cost share policy, including landowner labor rates. He explained that there were no changes for policies guiding the Financial Assistance Program for our Farm Cost Share Program and landowner labor rates.

Cindy moved to approve Resolution # 2019-07-01. John seconded the motion. The motion passed unanimously.

Please see Exhibit G: <S:\Board of Supervisors\Board Notes\2019\Attachments\7 - July\G - 2019 -2021 Cost Share Policy.docx>

Farm Program Cost Share Project Round 3 Allocations:

Paul presented on the Baker and Lawson Cost Shares. Alison presented on the Early Bird Farm, Four Elements Farm, and Emergency Food Network Cost Shares.

- a) **Amending the Baker Cost Share**
- b) **Early Bird Farm Cost Share**
- c) **Four Elements Farm Cost Share**

Brian stated his concerns regarding the second part of the project – the invasive blackberry removal from Blueberry Acreage.

He questioned whether this follows the Strategic Plan and wondered if a loan could support the project instead.

Brian voted nay for the removal of invasive blackberries.

Alison explained that removing the blackberries would improve the viability of the farm.

Jeanette asked Alison to work on revising the proposal on the invasive removal, which will involve working with the landowner, and discussing this at the August Board Meeting.

- d) **Emergency Food Network Cost Share**
- e) **Amending the Lawson Cost Share**

John moved the approval of PCD Rates cost share for the “cross fencing” BMP to the “buffer exclusion fencing” BMP and to reduce the cost share award from \$13,000 to \$11,250 for the Baker Cost Share Project. Brian seconded the motion. The motion passed unanimously.

John moved to approve the Early Bird Farm Pollinator Habitat Planting Project with a not to exceed amount of \$931 of PCD Rates Cost Share funds. Cindy seconded the motion. The motion passed unanimously.

Scott moved to approve the Four Elements Farm Soil Rehabilitation Cost Share Project with a not to exceed amount of \$4,063 in PCD Rates Cost Share funds. John seconded the motion. The motion passed unanimously.

John moved to approve the Emergency Food Network Pollinator Habitat Planting Project in a not to exceed amount of \$832 of PCD Rates Cost Share funds. Cindy seconded the motion. The motion passed unanimously.

John moved to approve the additional livestock exclusion fencing project for the previously approved Lawson Cost Share Project in an amount not to exceed \$1,250 in Rates Cost Share funds. Cindy seconded the motion. The motion passed unanimously.

Please see Exhibit H: <S:\Board of Supervisors\Board Notes\2019\Attachments\7 – July\H – 2019 All Cost Share Projects- Tracking.xlsx>

Please see Exhibit I: <S:\Board of Supervisors\Board Notes\2019\Attachments\7 – July\H – Baker Cost Share Addendum.docx>

Please see Exhibit J: <S:\Board of Supervisors\Board Notes\2019\Attachments\7 – July\I – Cost Share Request Memo to the Board – Early Bird – Pollinator Planting.docx>

Please see Exhibit K: <S:\Board of Supervisors\Board Notes\2019\Attachments\7 – July\J – Capital Budget Project Scoring – Early Bird .docx>

Please see Exhibit L: <S:\Board of Supervisors\Board Notes\2019\Attachments\7 – July\K – Cost Share Request Memo to the Board – Four Elements – Cover Crop and Invasives Removal 2019.docx>

Please see Exhibit M: <S:\Board of Supervisors\Board Notes\2019\Attachments\7 – July\L – Capital Budget Project Scoring – Four Elements – Soil Rehabilitation and Invasives .docx>

Please see Exhibit N: <S:\Board of Supervisors\Board Notes\2019\Attachments\7 – July\M – Cost Share Request Memo to the Board – Emergency Food Network – Pollinator Planting.docx>

Please see Exhibit O: <S:\Board of Supervisors\Board Notes\2019\Attachments\7 – July\N – Capital Budget Project Scoring – Mother Earth.docx>

Please see Exhibit P: <S:\Board of Supervisors\Board Notes\2019\Attachments\7 - July\O – Lawson Cost Share Addendum.docx>

Green Partnership Fund Program & Policies Update for the 2020 Application Cycle:

Allan briefed the Board on the process changes that were instituted last year. He explained that the goal of this discussion is to gain alignment and direction from the Board on a few key Green Partnership Fund policies and procedures related to the role of the staff in supporting the Review Committee/Board in decision making and criteria for eligible projects.

There was discussion to revise the Strategic Plan or revise our GPF plan to allow other criteria.

Please see Exhibit Q: <S:\Board of Supervisors\Board Notes\2019\Attachments\7 - July\P - Green Partnership Fund Policy Discussion.docx>

Chair Reports:

- WA Association of Conservation Districts: Jeanette briefed the Board on recent developments with the Washington Association of Conservation Districts.
- Conservation District Elections: Jeanette said that the meeting will be on August 21 in Ellensburg to discuss the election process.

Update from NRCS:

There was no update from NRCS.

Update from Department of Ecology:

Sheila Marcoe, Nonpoint Water Quality and TMDL Specialist with the Department of Ecology, introduced and provided a brief background of herself. She discussed nonpoint activity updates and program updates.

Jeanette suggested adding a standing item on the agenda for Sheila.

Please See Exhibit R: <S:\Board of Supervisors\Board Notes\2019\Attachments\7 - July\R - DOE Nonpoint Activity Update - Southwest Region.pdf>

WA State Conservation Commission Update:

Jean provided general updates. She also reminded the Board that the Annual Report is due on August 26.

Executive Director's Report:

- **Grants and new Revenues Report:**
Ryan gave a brief overview of the grant report that is submitted monthly to the Board.
Please see Exhibit S: <S:\Board of Supervisors\Board Notes\2019\Attachments\7- July\S - July 2019 Grant Report.docx>

- **Blueberries & Blues Festival and the District's 70th Birthday:**
Ryan reminded the Board that this event is on July 14.

Board Member Comments & Open Discussion

Don announced that he will not be at the August Board Meeting due to personal reasons.

Scott raised the questions as to why the cross fencing was not included in the initial Cost Share request at the May Board Meeting.

There being no further business, the Pierce Conservation District Board Meeting was adjourned at 8:12 pm.

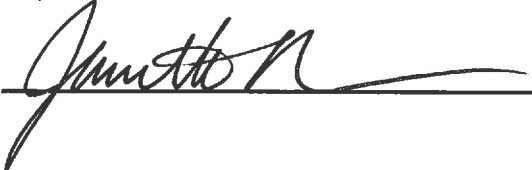
SUMMARY OF MOTIONS:

1. *John moved to approve the consent agenda. Scott seconded the motion. The motion passed unanimously.*
2. *Brian moved to approve the June 30, 2019 Treasurer's Report. John seconded the motion. The motion passed unanimously.*
3. *Cindy moved to approve Resolution # 2019-07-01. John seconded the motion. The motion passed unanimously.*
4. *John moved the approval of PCD Rates cost share for the "cross fencing" BMP to the "buffer exclusion fencing" BMP and to reduce the cost share award from \$13,000 to \$11,250 for the Baker Cost Share Project. Brian seconded the motion. The motion passed unanimously.*
5. *John moved to approve the Early Bird Farm Pollinator Habitat Planting Project with a not to exceed amount of \$931 of PCD Rates Cost Share funds. Cindy seconded the motion. The motion passed unanimously.*
6. *Scott moved to approve the Four Elements Farm Soil Rehabilitation Cost Share Project with a not to exceed amount of \$4,063 in PCD Rates Cost Share funds. John seconded the motion. The motion passed unanimously.*
7. *John moved to approve the Emergency Food Network Pollinator Habitat Planting Project in a not to exceed amount of \$832 of PCD Rates Cost Share funds. Cindy seconded the motion. The motion passed unanimously.*

8. *John moved to approve the additional livestock exclusion fencing project for the previously approved Lawson Cost Share Project in an amount not to exceed \$1,250 in Rates Cost Share funds. Cindy seconded the motion. The motion passed unanimously.*

Respectfully submitted,
Kristine Swanner, Administrative Assistant

Reviewed by,
Cynthia Ross, Finance Coordinator

Accepted:  Chairman.