



Board of Supervisors
Special Meeting Minutes
Amended 1.15.2019
Tuesday, August 29, 2017
2:00pm

Present at Meeting:

Eric Johnson, TCD Board Chair	Samantha Fleischner, TCD Board Auditor
Richard Mankamy, TCD Board	Joe Hanna, Public
Shana Joy, WSCC (via phone)	Ashley McBee, TCD Staff
Sarah Moorehead, Acting Executive Director	

Action Items:

- Supervisors will check notes re: voting on January 2017 check register & discuss at September Board Meeting
- Sarah will update Board re: Lead Entity Contract Modifications on September 5th
- Sarah & Eric to draft Resolution navigating CPDS projects with T/E Species presence
- Staff will draft Resolution re: candidate statements at poll sites

Eric Johnson called the meeting to order at 2:04pm. There was a quorum.

1. Welcome, Introductions, Audio Recording Announcement, and Pledge of Allegiance

- Welcome, Introductions, & Pledge of Allegiance conducted
- Eric announced meeting being recorded

2. Public Comment

- Joe Hanna:
 - Asked Shana if State email address is valid for communicating; Yes.

3. Agenda Review

- Added Agenda Item #4A: *February 2017 Minutes Discussion/Amendment*
- Added Agenda Item #6D: *Bank Signature Card Update*
- Added Agenda Item #7: *WRIA13 Lead Entity Potential Contract Modifications*

4. Executive Sessions: To Evaluate a Complaint/Charge & Potential Litigation and Performance of a Public Employee

- Executive Session commenced at 2:11pm for 30 minutes, with Board Supervisors and Shana Joy (via phone) in attendance
- Board exited Executive Session and returned to public meeting at 2:41pm
- Board Chair clarified Executive Session was to Evaluate a Complaint/Charge and Performance of a Public Employee

4A. February 28, 2017 Minutes Review

- Ashley provided context for Eric; Board approved February 28th minutes contingent upon review of Eric's audio recording to determine how each Supervisor voted on the check register approval; Minutes incorrectly state Richard both voted for and abstained
- Eric: Audio recording not helping clarify; Bringing back to Board to figure it out; Samantha: Does not remember motion & cannot say with certainty if she voted in favor; Samantha was present; Did not motion or second because she is the Auditor
- Eric: Need to move forward; Recommends re-approving check register at next meeting
- Shana: Is there an audio recording of meeting? Eric: No TCD audio recording of meeting; Shana: Doug or Samantha may have notes; Recommends not going back and reviewing check register because may raise red flag for state auditor; If Board believes it was approved, but cannot clarify how Supervisors voted, recommends checking individual Supervisor's notes to see if they have more information; Recommends

53 tabling to next meeting and asking Supervisors to bring/review their notes; Board agrees with
54 recommendation
55

56 **AI – Supervisors will check notes re: voting on January 2017 check register & discuss at September Board**
57 **Meeting**

58 **5. Board Meeting Minutes Review, All**
59 *(July 31st Action Item Report – Informational Only)*

60 **A. Review of July 25, 2017 Board Meeting Minutes Review, All**

61 Line Edits:

62 Richard requested update on Joe Hanna's requests made in public comment; Sarah: Referred to July 31st
63 Action Item report; Amy F, Sarah, & Eric contacted Enduris re: conflict of interest; Said they would take it
64 seriously; They are investigating the issue and said they would provide a response before September Board
65 meeting

66
67 105: Eric: Thought he (Eric) made additional comments at the end of Jame's update;
68 Sarah: Cannot speak to minutes but clarified process: TSPs are individuals and not
69 organizations; WSCC working with NRCS to augment policy to allow CDs to do direct
70 TSP work; Richard: Understanding that TCD could be a TSP provider; Sarah: That is
71 what they are moving towards but not current process; Shana: Complex for CD to be
72 registered on tech registry b/c required qualifications are still tied to individual Staff
73 members; Richard: What happens if registered Staff leave?; Sarah: Will sign up new
74 Staff

75
76 **Samantha moved to approve July 25, 2017 Board Meeting minutes. Richard seconded. No Discussion.**
77 **Vote: All in favor. Motion passed.**

78
79 **B. July 31, 2017 Special Meeting Minutes Review, All**

80 Line Edits: None

81
82 **Samantha moved to approve July 31, 2017 Special Meeting minutes. Richard seconded. No Discussion.**
83 **Vote: All in favor. Motion passed.**

84
85 **C. August 15, 2017 Special Meeting Minutes Review, All**

86 Line Edits:

87
88 **Samantha moved to approve August 15, 2017 Special Meeting minutes. Richard seconded. No Discussion.**
89 **Vote: All in favor. Motion passed.**

90
91 **6. Financial Reports, Amy Franks**

92 **A. Monthly Financial Report**

93 **B. July Check Register**

94 Questions:

- 95
 - Richard submitted questions to Sarah; Sarah: Will need to ask those questions of Amy F.; Recommends
 - 96 meeting with Amy Franks in person
 - 97 ▪ July & August Check Registers tabled to regular September Board meeting

98 **C. August Check Register**

- 99
 - July & August Check Registers tabled to regular September Board meeting

100
101 **D. Bank Card Signature Update**

- 102
 - Sarah updated Timberland Bank with Board decisions re: Authorized Signatures; TCD will provide
 - 103 current Authorized Signers signatures to bank by Friday September 8th

104

105 7. WRIA 13 Lead Entity Potential Contract Modifications

- 106 ▪ Richard: Will they get another extension on contract?; Eric: Do we have any additional information?
- 107 ▪ Sarah: Will have more information on September 5th; Thinks it was proposed that Lead Entities statewide
- 108 will receive a funding extension; RCO & LEs state wide did meet but do not have the outcomes of that
- 109 discussion
- 110 ▪ Richard: If extension does not come with funding attached, where would Lead Entity work be funded
- 111 from? Assessment?; Sarah: No. RCO funds; Eric: Clarification - Couple of months ago Board was told
- 112 Amy's time would be covered by Assessment; Sarah: Referring to last extension of 10k funds?; Eric: Yes.
- 113 Sarah: We received contract modification to pay for work to be performed through August 31st; Eric:
- 114 Don't want to get into a situation where pulling Assessment funds if RCO does not provide funding;
- 115 Sarah: New plan proposed will be to set up extension to pick up after the 31st
- 116 ▪ Sarah will update Board on 5th on status of new contract/funds; There is no Assessment budget for Lead
- 117 Entity work
- 118 ▪ Richard: Does RCO have reserve funds to cover things like this? Sarah: Don't know budget but thinks it
- 119 is in house funds
- 120 ▪ Joe Hanna: District shouldn't be spending funds you don't have; Eric: Agree, but if funds are able to
- 121 come later.; Sarah: This is the typical process with grants; Organizations receiving grant funds submit
- 122 vouchers for reimbursement of work already done
- 123 ▪ Joe Hanna: Possibility that funds will be available for Sept 1- End of year; Don't know at this time;
- 124 Where would money come from?; Sarah: Will not bill work if not a grant to cover cost; Recommends
- 125 meeting on September 5th if Board wants to approve modification before work begins; Board: Don't need
- 126 special meeting to approve modification before Staff time billed; Sarah will provide update on the 5th
- 127 ▪ Joe Hanna: Sarah said no time will be billed to the grant before funding secured; He is happy
- 128 ▪ Eric: What other programs are affected by lack of Capital Budget? Sarah: Other pieces are related to work
- 129 for flood TA in Chehalis basin but contract does not run out until December 31st; Eric: CPDS funds?
- 130 Sarah: Process we apply for WSCC funding on a case by case basis; Shana would need to speak to status;
- 131 Shana: Not allocating funding to any CPDS projects right now; Decision has not been made at this point
- 132 on cost share projects
- 133 ▪ Richard: Everyone is covered through end of year? Sarah: Yes, September will see a revised budget in
- 134 September
- 135

136 **AI – Sarah will update Board re: Lead Entity Contract Modifications on September 5th**

137

138 **8. Potential WACD Resolutions**

- 139 ▪ Sarah reviewed process for submitting resolutions; Shana: If approved at September meeting, should allow
- 140 enough time to submit for SW Area Meeting; Host district requests resolutions 1-2 weeks in advance; Can
- 141 propose resolutions from the floor at Annual Meeting if necessary
- 142 ▪ Eric: Supports Resolution pertaining to Threatened/Endangered species re: CPDS projects; Process? Draft
- 143 something and bring to next meeting; Sarah will work with Eric to develop a draft said resolution; Shana
- 144 offered to help
- 145 ▪ Sarah: Clarified cannot currently have candidate statements at election site; Eric & Samantha don't see as
- 146 pressing as T/E species resolutions; Eric: Create something short and brief and review with Board
- 147

148 **AI – Sarah & Eric to draft Resolution navigating CPDS projects with T/E Species presence**

149 **AI – Staff will draft Resolution re: candidate statements at poll sites**

150

151 **9. Roundtable & Adjourn**

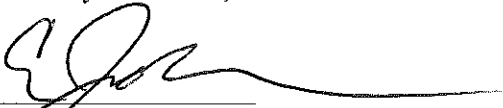
- 152 ▪ Richard: Will do budget review at next board meeting? Sarah: Yes
- 153 ▪ Sam: Talked with City of Rainier Council Members re: TCD at Rainier Round-Up; They requested a
- 154 followup visit from Samantha to move forward; Richard: Process?; Sarah: Doug requested a timeline at
- 155 Sept board meeting for R&C through end of year
- 156 ▪ Eric: No update
- 157 ▪ Ashley: No update

158 ▪ Sarah: Working on R&C package to County Commissioners; Board will receive draft ordinance for review
159 this week; Shana & Ron & FCS have all reviewed; Then goes to County Manager to schedule Public
160 Hearing at beginning of November; When Board approved R&C in June, there was not a signed Resolution
161 included; Will need to do that and submit with TC ordinance; Options: 1) Board authorize Eric to sign a
162 Resolution stating TCD is pursuing R&C; 2) Bring back at another Board Meeting; Staff recommends
163 signing sooner rather than later to stay on track with process timeline; Samantha: Action already taken; Do
164 not want to push timeline since its effects public hearing; Already done; Will motion to allow Eric to sign;
165 Richard: Agrees

166
167 Sam moved for Eric to sign a Resolution that TCD Board adopted a R&C fee system. Richard seconded. No
168 Discussion. Vote: All in favor. Motion passed.

169
170 Sam moved to adjourn. Richard seconded.

171
172 Respectfully Submitted,

173
174 
175 _____
176 Eric Johnson, Board Chair