



Skagit County Noxious Weed Control Board

1800 Continental Place
Mount Vernon, WA 98273
(360) 416-1467

Minutes

Published Meeting
October 17th 2019, 5:30pm
Skagit County Noxious Weed Board
Board of Commissioners Hearing Room
1800 Continental Place
Mount Vernon, WA 98273

I. CALL TO ORDER

- 5:30pm

II. ROLL CALL

- Brian Waltner
- Joseph Shea

III. AGENDA

- a. Approval of October 17th 2019 meeting agenda

IV. MINUTES

- a. Approval of January 18th 2019 meeting minutes.
****Tabled until next scheduled meeting 1/16/2020****
- b. Approval of July 18th 2019 meeting minutes
****Tabled until next scheduled meeting 1/16/2020****
- c. Approval of April 18th 2019 meeting minutes
****Tabled until next scheduled meeting 1/16/2020****

V. GUEST COMMENTS

VI. CONTINUED BUSINESS

- a. Noxious Weed Coordinator Report
****See Attached Report****

HAZWOPER

Skagit County Risk Management had us take a 40hr HAZWOPER training course since we work with chemicals as well as in a response to a need for a Skagit County spill response team. Since we have a lot of chemicals in storage, as well as have various gas, tar hydraulic oil storage and use areas there is a need to make sure we have a team that is trained to handle those spill on our facilities as well as on county roads. The training

Chair

- Brian Waltner

Board members:

- Jim Carstens
- Victor Jensen

Extension representative:

- Don McMoran (WSU)
Agriculture & Natural
Resources Extension
Faculty County
Extension Director

Coordinator:

- Joseph Shea (Skagit
County)

Guests:

ended up being funded entirely by the Washington State Department of Emergency management.

WSDA NISMA certification

In 2019 WSDA is requiring more formal certification for weed free inspectors. I took the online training offered by NISMA to be a certified weed free hay and mulch inspector. The only properties I have done in the past are Dick Sullivan's wheat crop. We hope to offer this service more in the future.

WSU education and outreach

I have the 2020 Country living expo and the livestock advisory classes I will be teaching at. The livestock advisory with Joan Devries will be on November 20th and the country living expo will be on February 25th.

Britt Slough

I have been working with Dave Towne trying to spray the Knotweed growing in brit slough. This is a fairly small population but it keeps being mowed after I spray and it has caused some issues. There is a neighbor next door that also has some Knotweed that we are trying to get in contact with. I was approached to see about spraying the entirety of the slough due to the buildup of vegetation but due to time constraints and the complexity of the problem it wasn't something I would be able to commit to. There is a lot of vegetation that would need to be removed in order to have a successful control. We could potentially use Imazapyr or glyphosate to control those aquatic weed under our NPDES permit.

Enforcements

Besides the letter I sent a couple months ago with the garlic mustard I have sent out 11 notification letters mostly pertaining to poison hemlock and thistle. With the majority of the properties being along memorial highway in the west Mount Vernon, Avon Allen, LA Conner flats area. Also we notified some landowners with thistle population in the Edison area. For two of the properties I notified there was a concern about organic certifications. The temporary solution I suggested was to keep mowing the populations to prevent seed production then to periodically pull plants. I also talked about sectioning out the property and doing chemical control periodically on one section at a time to try and use chemical control while still allowing other parts of the property to stay organic.

Purchasing

We haven't spent as much so far in 2019 than we did in 2018 but we still have some pieces of equipment that we still want to get before the end of the year. Since we have been working with Risk Management as well as talked with an L&I representative at the HAZWOPER training it became apparent we still needed some pieces of equipment to ensure we are providing everything we should for our employees. An example would be eye wash stations, PPE fit testing, Hearing tests, Pre and post medical evaluations etc.

3rd Quarter Monitor Report

Although it says we have 87% of our budget remaining that is mainly due to the fact we haven't billed anything for this last quarter. Once that is billed it should drop to roughly 50%. All together we look on track to use our budget but I do plan on buying some new sprayers and small equipment later in the year to close out our budget.

2020 Budget Request

It will be roughly 70,000 for an additional staff member. This is with the benefits and wage. We plan on compensating the budget load by having the majority of the employees hours being covered by grants from may till November. This allows us to have a full time staff member all year. Our total 2020 budget will be \$177,000.00 without the full time position and with roughly be \$225,000.0. We also will compensate for this budget load by hiring less seasonal crew members as well as only look for laborers to help the full time staff member.

Board member positions.

The Skagit County Commissioners have been approaching me a lot lately wondering about our board members and if the positions are getting filled. With all the support they have shown our program I would like get those positions filled ASAP.

Brian: Well now that you are more of a county employee and less of an employee of the board there isn't as much for the board to do. Now the Coordinator is overseen more by the County then it's been overseen before. Overall the coordinator has more resources now at the county than by their self.

Joseph: With more liabilities as well as the issues faced in the past the change was much needed. With the additional position I plan on focusing on enforcements since that has been neglected in the past due to time constraints with our grant programs. One thing that will be crucial to our programs success is board member presence and leadership with appeals. Without a functioning appeals process we are unable to perform a vital function of our Board. 99% of the people I work with take initiative and control the problem infestations but we need to have a process in place for the 1% of people who fail to control their weeds after being notified.

Brian: It would be nice if we were able to hold impromptu meeting for these issues so we can address them in a timely manner. Another possible issue is the time. Having meetings late in the afternoon in the winter can be hard to get people to attend so maybe we could have them earlier like 3pm during the winter.

Joseph: There is definitely a demand in the county for more Noxious weed involvement or work to be done in the Natural Resource Areas. This may not be the original intent of the noxious weed boards but most of the partnerships, funding opportunities as well as current work taking place is to rehabilitate or create salmon habitat as well as shellfish and marine wildlife. Although there is interest in noxious weeds within the traditional agriculture there is little funding and collaboration to take care of landscape wide noxious weed problems. We have mentioned a Noxious Weed Assessment in the past but that would be a very difficult process especially when considering other groups current exploration of assessments. It would overall help our program but it would have to be something that the citizens want. This would make it easier to fund control efforts for multiple years to ensure continuity as well as continues control. Many if not all of our work in the past have been 1-2 year agreements which we carry out our program but then just walk away after a given amount of time. This is very wasteful and counterproductive as noxious weeds can have long residency time in the soil with propagules and seeds and therefore all the money and time put into the program is lose due to unsustainable funding sources.

Joseph: We need up to date applications from our board members to ensure we have voting quorum. I haven't heard from Vic in a long time so I am unsure if he wants to still be a member of the board.

Brian: So we need applicants for 2, 3, 4 and district 5.

2020 Noxious Weed Control Board meeting dates and times.

Due to a Lack of Quorum the board will operate at the same schedule of 2019.

Every 3rd Thursday of the month, every 3 months. At 5:30pm

- January 16th
- April 16th
- July 16th
- October 17th

2020 State Noxious Weed List

Brian: I think we will stick with the same weeds as before but I would suggest getting more information about Yellow Nut Sedge or asking the State Board about it. Seems like no one knows what it is and it will grow through black plastics and can be very competitive especially when it spreads by farm equipment.

- b. Treasurers Report
****See Attached Report****
- c. 2020 Skagit County Budget
****See Attached Report****
- d. Board Member Nominations
There currently aren't any nominations but applications have been provided to board members who are interested in reappointment to the board. Cindy and Jason Kleinhousen have shown interest but were unable to make the meeting tonight.
- e. Board Member Training Certification
TBD once new board members are appointed
- f. Brassica Ordinance
We will be working with the Puget Sound Seed Grower association to go over the information provided to us by Stephen Fallquist after they worked together with the WSDA to revise SCC 9.56.

VII. NEW BUSINESS

a. 2020 Meeting Dates, Location and times

We will follow the same meeting schedule as last year.

January 16th

April 16th

July 16th

October 17th

5:30pm in the commissioners hearing room.

b. 2020 Noxious Weed List Suggestions for the State Noxious Weed List.

Bring more awareness to yellow nut sedge. Brian Waltner

VIII. MISCELLANEOUS

IX. ADJOURNMENT

Meeting Concluded at 6:15pm



Skagit County Noxious Weed Control Board

Coordinators report

October 17, 2019

General

1. Joan and Dawn Butterfield Knotweed Blank Rd Sedro Woolley WA September 3rd
2. Robert & Jenifer Adams Knotweed Blank Rd Sedro Woolley WA September 3rd
3. Janet Matzken Knotweed Blank Rd Sedro Woolley WA September 3rd
4. Japanese Knotweed Jes Paone Knotweed Gordon Rd Concrete WA September 5th

Cooperative Efforts

1. Swift Creek and Swift Pond Purple Loosestrife and Yellow Flag Iris Treatment, Skagit Steelhead Club, Sedro Woolley Public Works, Skagit County Parks. July 23rd
2. WCC Knotweed on Skagit River with WSDA. July 24-25th
3. WCC Crew Bob and Elizabeth Hixon Knotweed Samish Prairie Lane Sedro Woolley WA. August 5th
4. WCC Crew Jay Lyman Knotweed Samish River Prairie Lane Sedro Woolley WA. August 6th
5. WCC Crew Larry Vanderveen Prairie Road Sedro Woolley WA. August 8th
6. WCC Crew Jean and John Shea Knotweed Samish Prairie Lane Sedro Woolley WA. August 7th
7. WCC Crew Robert Walsh Knotweed Samish River Prairie Road Sedro Woolley WA. August 6th

8. Skagit River Knotweed Survey Float with SFEG and Phillips 66. August 3rd
9. Milltown South Skagit Bay Spartina Cooperative. July 30th- August 2nd
10. Spotted lantern Fly WSU Tree of Heaven Survey TBD
11. Sauk Suattle Tribe and Bear Creek LLC to stem inject Knotweed at Howard Miller Steelhead Park. September 18th
12. Ika Island Spartina survey Swinomish Tribal Community. August 18th
13. WCC, Snohomish County and WSDA Elger Bay Camano Island Spartina Survey. August 14th
14. Whatcom County, Lummi Nation, WSDA Lummi Island Spartina Survey. August 15th
15. Lake Hancock Coupeville WCC, WSDA, Island county Spartina Survey. August 12th-15th
16. Swinomish Tribal Community Spit islands north of Swinomish Channel Spartina Survey. September 10th
17. Roger Fuller Padilla Bay Research Center Samish hunting club Samish island Alice Bay. September 11th
18. Skagit County Natural Resources Warner Creek Sediment Pond vegetation Control. September 26th

Education and outreach

1. Skagit County Fair August 7th – 10th
2. Salmon river festival September 7th
3. Rutheia Wyckoss Samish Edgewater Garden club General Noxious weed class October 24th
4. HAZWOPER training September 30th – October 4th
5. NAISMA Certified weed free forage training September 11th
6. Washington State Weed Conference November 6th – 8th
7. San Juan County Noxious Weed Control Board meeting September 6th
8. Country living Expo February 25th
9. Joan Devrees Pasture Weeds and how to get rid of them. November 20th

Landowner Calls and Consultations

1. Robert w Sund Noxious Weed Consultation Stanwood Washington
2. Karen Stevenson Berenice Starburd rd. Common Teasel Infestation
3. Melvin case SR 20 Marblemount Thistle Infestation
4. Dave Suther Franklin rd. MV Common Teasel Infestation
5. Bob Raymond LA Conner WA Japanese Knotweed infestation
6. Pat deLaChapelle 6th St. Anacortes WA Policeman helmet Infestation
7. Aldo Bucko F and S grade Rd. Japanese Knotweed Infestation
8. Vince fryer Nylon Court Mount Vernon WA Japanese Knotweed Infestation
9. Dave Towne Britt rd. Mount Vernon Japanese Knotweed Infestation
10. Cheri Austin 6th St. Anacortes WA
11. Nick Johnson triple creek lane Mount Vernon
12. Holly Dickens Avon Allen Rd Mount Vernon Thistle Infestation

82 calls
23 External Received / outgoing calls
11 Enforcement letters were sent
14 Landowner Agreement updated

2019-2021 Grant Budgets

****TBD currently running grant account numbers****

General Fund Budget

****See attached budget monitoring report****

Purchasing

Weed Eater	\$371.03
Eyewash station	\$401.99
Boot Dryers	\$88.02
Wader Hangers	\$38.00
New Running Board for #8123	\$360.00
Rental and Damage deposit	\$57.99
SCIBA Home and Garden show registration	\$150.00
Ferry Ticket	\$27.50
Boots	\$19.56
Pruners and nozzles	\$85.74
Uline Gloves	\$278.86

Monthly Budget Monitoring Report

Fund/Department: Noxious Weeds 001

3rd Quarter July - September

Percent of year remaining: 25.00%

	YTD Revenues	2019 Budget	% Budget Remaining
310 Taxes			0.00%
320 Licenses & Permits			0.00%
330 Intergovernmental Revenues	6,628.57	52,000.00	87.25%
340 Charges for Goods & Services			0.00%
350 Fines and Penalties			0.00%
360 Miscellaneous Revenues			0.00%
390 Other			0.00%
Total Revenues	<u>6,628.57</u>	<u>52,000.00</u>	87.25%

Revenue Comments

We have yet to submit our 3rd quarter payment requests for our grant programs. We expect to exhaust our Grant programs budget for 2019. Our seasonal staff member is expected to work until the second week in December and that will also use up more of our grant allocation for our Spartina budget.

	YTD Expenditures	2019 Budget	% Budget Remaining
510 Salaries & Wages	64,633.78	102,025.00	36.65%
520 Benefits	28,470.08	38,436.00	25.93%
530 Supplies	4,036.83	13,625.00	70.37%
540 Services	11,017.70	21,431.00	48.59%
550 Intergovernmental Services		1,500.00	100.00%
560 Capital			0.00%
Total Expenses	<u>108,158.39</u>	<u>177,017.00</u>	38.90%

Expenditure Comments

We are on track to spend our allocation for salaries and wages along with the allocated benefits. Although our supplies line item is still at 70.37% but we also expect to use those funds to get more equipment and restock the supplied used during the 2019 treatment season. Services and intergovernmental services may not be used but are still necessary to have in the case of emergency or enforcements.

Noxious Weed

Object	2017 Actuals	2018 Actuals	2019 Adopted	2019 Modified	2019 EOY Estimate	2020 Request	2020 Supplementals	% Change Base vs EOY Est
Revenue 330: Intergovernmental	(71,351)	(51,827)	(52,000)	(52,000)	(54,700)	(45,000)		-17.73%
360: Miscellaneous	(32)							#DIV/0!
	(71,383)	(51,827)	(52,000)	(52,000)	(54,700)	(45,000)		-17.73%
Expense 510: Salaries	104,628	98,157	102,025	102,025	102,953	83,946	42,494	-18.46%
520: Benefits	30,335	40,547	38,436	38,436	35,908	35,642	27,616	-0.74%
530: Supplies	6,558	4,678	13,625	13,625	11,696	13,500		15.42%
540: Services	17,243	15,706	21,431	21,431	16,542	22,420		35.53%
550: Intergovernmental			1,500	1,500				#DIV/0!
	158,764	159,088	177,017	177,017	167,099	155,508	70,110	-6.94%
Grand Total	87,382	107,261	125,017	125,017	112,399	110,508	70,110	-1.68%

Questions/Comments:

- 2020 Grants:
 - \$35,000 - Dept of Ag – Spartina
 - \$10,000 - Dept of Ag – Knotweed
- 2020 includes:
 - 1 Full Time Coordinator
 - 3 Part Time Positions - all at 35% FTE (Total Expense \$40,800)
 - 1 PT Noxious Weed Aides
 - 1 PT Spartina Control Coordinator
 - 1 PT Spartina Control Technicians

Prior Supplementals Approved / Staffing History

Supplemental Requests:

- \$70,110 – Noxious Weed Tech III

Other:

	A	B	C	D	E	F	G	K	L
			2019 Budget	2019 Projections		General Fund/Not Grant Funded	SPARTINA	KNOTWEED	2020 TOTAL
2						2400000	2400001	2400005	
3									
4	Obj 510	SALARIES AND WAGES							
5	1100	Salaries and Wages	47,133	47,972		91,270			91,270
8	1200	Part time Salaries	54,142	53,303			25,903	8,517	34,420
9	1300	Overtime	750	1,678		300	150	300	750
10	Obj 510	SALARIES AND WAGES	102,025	102,953		91,570	26,053	8,817	126,440
11									
12									
13	Obj 520	PERSONNEL BENEFITS							
14	2100	Social Security	7,806	7,806		7,005	1,993	674	9,673
15	2200	Retirement	6,089	6,089		11,683	11	22	11,716
16	2300	Labor and Industries	4,950	4,950		536	2,463	770	3,769
17	2400	Medical	18,072	18,072		36,144	0	0	36,144
21	2900	Employment Security	1,519	1,519		1,369	389	127	1,885
22	Obj 520	PERSONNEL BENEFITS	38,436	38,436		56,737	4,856	1,593	63,186
23									
24	Obj 530	SUPPLIES							
25	3110	Office Supplies	125	0					0
26	3120	Operating Supplies	6,500	4,696		3,500	3,000		6,500
28	3510	Small Tools and Minor Equipment	7,000	7,000		5,000	2,000		7,000
29	Obj 530	SUPPLIES	13,625	11,696		8,500	5,000	0	13,500
30									
31	Obj 540	OTHER SERVICES AND CHARGES							
32	4110	Professional Services	1,750	0		1,750			1,750
37	4210	Telephone	3,500	2,344		3,500			3,500
38	4220	Postage	0	150					0
39	4310	Travel	1,525	1,525		1,805			1,805
41	4410	Advertising	1,500	1,500		1,500			1,500
42	4510	Rentals	4,200	3,500		4,200			4,200
43	4511	Interfund Equipment Rental	6,381	6,381		8,365			8,365
47	4810	Repairs and Maintenance	1,500	0					0
49	4910	Miscellaneous	1,000	1,142		1,300			1,300
50	4920	Education/Training	50	0					0
51	4930	Dues/Subscriptions	25	0					0
52	Obj 540	OTHER SERVICES AND CHARGES	21,431	16,542		22,420	0	0	22,420
53									
54	Obj 550	INTERGOVT/INTERFUND SVC/TAXES							
60	5501	Interfund Pmts for Service	1,500	0					0
61	Obj 550	INTERGOVT/INTERFUND SVC/TAXES	1,500	0		0	0	0	0
62									
63	Obj 560	CAPITAL OUTLAYS							
68	Obj 560	CAPITAL OUTLAYS	0	0		0	0	0	0
69									
70	Obj 570	DEBT SERVICES:PRINCIPAL							
72	Obj 570	DEBT SERVICES:PRINCIPAL	0	0		0	0	0	0
73									
74	Obj 580	DEBT SERVICES:INTEREST							
76	Obj 570	DEBT SERVICES:INTEREST	0	0		0	0	0	0
77									
78	Obj 590	INTERFUND PAYMENTS FOR SERVICE							
87	Obj 590	INTERFUND PAYMENTS FOR SERVICE	0	0		0	0	0	0
88		TOTAL	177,017	169,627		179,227	35,909	10,410	225,546
89									
90	GRANT REVENUES/TRANSFERS FROM OTHER FUNDS								
91	GL Code	SOURCE							
92	001 32400010210	Dept of Ag Spartina	40,000	35,700			35,000		35,000
93	001 32400050212	Dept of Ag Knotweed	12,000	19,000				10,000	10,000
103		TOTAL	52,000	54,700		0	35,000	10,000	45,000

Cell: B26
Comment: Safety equipment, calibrating tools, sprayers, etc.

Cell: B28
Comment: Brush cutter, chain saw

Cell: D39
Comment: Meals and Lodging for 4 people - WA State Noxious Weed Conference
WA State Coordinator Conference - Joseph Shea

Cell: D42
Comment: continental rent
fair booth rental

Cell: F43
Comment: EQ #2063
EQ #8123

Cell: D49
Comment: Fuel charges, fees
Conference Registration:
\$125/person for 4 people
\$100 Joseph Shea Coord Conf

Cell: G92
Comment: For 2017-2019 biennium we will be receiving 80,000 for two years

Cell: D93
Comment: Additional \$7,000 for 2017-2019 biennium

Cell: K93
Comment: For 2017-2019 biennium we will be receiving 27,000 for two years

2020 Travel Training

2020 Washington State Noxious Weed Conference at Wenatchee Conference Center

We will have all of our employees charged through general budget from now on instead of the Spartina grant.

General Fund 0015240000

- Joseph Shea
- Noxious Weed Tech III
- Spartina Technician I
- Spartina Technician I

\$1,688.00 total out of General fund

Registration fees = \$125.00 per person

Hotels and lodging = \$182.00 per person

Meals = \$115.00 per person

2020 Coordinators Conference Chelan WA

General Fund 0015240000

- Joseph Shea
- Noxious Weed Tech III

\$817.66 total out of general fund

Registration fees = \$100.00

Hotels and Lodging = \$206.83

Meals = \$102.00