

**Jefferson County Noxious Weed Control Board
MEETING MINUTES**

Thursday, February 20th, 2014, 5:00-7:00 pm,
Tri-Area Community Center, 10 West Valley Road, Chimacum

Board Members Present:

Bob Hoyle, Patricia Robinson and Jill Silver.

Others Present:

Eve Dixon (coordinator), John Haas (citizen and local contractor) and Laura Lewis (Extension Director and *ex officio* board member).

▪ **Introductions:**

Introductions were made.

▪ **Approval of Minutes of November 21st 2013:**

Jill proposed to approve the minutes as presented. Bob seconded. All in favor

▪ **Discussion of Property Assessment Process:**

Eve handed out binders containing documents about the process and the board discussed them. Per RCW 17.10.240, the assessment has to have a per acre component and can also include a per parcel fee. It cannot be a flat rate per parcel. Jill commented we will need to choose a combination that will generate enough revenue to meet our budget needs, but be palatable and affordable. Federal and tribal lands are exempt from an assessment, but city, county and state lands all get assessed. Clallam County has already been through the process, and since their county uses the same software as our county they may be able to help.

There is a problem in that in many cases multiple parcels have the same parcel number and we do not know if they would be assessed separately or as one parcel. Pat suggested we could find out how school levies are enacted and do the same.

Jill commented that the Weed Board will not have to do all the work of adding the assessment to the property tax forms—others at the county will do this. John suggested hiring a contractor specifically for this task. We have a job description under review for an interim position post Eve's retirement, and pre-full budget, and it covers the skills necessary to support and organize this process.

Laura commented that the Weed Board will need additional funds from the county to do the work related to the assessment, and keep the program going in the meantime. She talked a little about timing—if we can get a proposal to the Commissioners by August, it could be approved by November and will then be put into the weed board's budget in January 2015.

Jill commented that there is a lot for the weed board to do--the first step is make a decision about what land classifications to use and to hold a public meeting. One of the documents in the binders was a modified version of one produced by Clallam County, describing the four land classifications adopted there.

Laura commented that one of our documents says that state agencies with lands that may be subject to an assessment have to agree to an assessment, in writing. Eve said she could find nothing in the legislation (RCW 17.10.240) that says this. Eve will contact Alison Halpern (State Weed Board) and ask about it. Also, miscellaneous parcels, which will not be assessed (for example—a boathouse that has a parcel number but is not actually on land), will need to be dealt with individually.

Two votes were taken:

First, Jill proposed and Pat seconded that the weed board move ahead with the proposed assessment. All were in favor.

Second, Bob proposed to adopt the four land classifications referred to above. They are—1. Non-Forest, 2. Forest (this classification is required by law—forest lands pay 10% of the regular assessment rate), 3. Federal (not assessed—no jurisdiction) and 4. Miscellaneous (lands which for various reason will not be assessed). Jill seconded the motion and all were in favor.

The board discussed when and where to hold the land classification meeting. Mid-April was suggested, at the Jefferson County library in Port Hadlock. Eve will check if the room is available on April 14th or 21st (both dates are Mondays), in the early evening.

Laura commented that we will need a timeline of events and required actions —Eve will work with Kate Driehaus to prepare one.

Eve had prepared many different scenarios of different combinations of per parcel and per acre fee, with an estimate of how much money each would generate. The board discussed them but did not decide on one. Eve stressed that they are only estimates and various factors could change the amount of funds generated by each combination.

The board also discussed the sample budget Eve had prepared. Bob commented there is nothing in it for contracting. Eve replied that contracting for weed control is not the job of the weed board or the coordinator. Our role is to ensure that landowners (including government agencies) comply with state weed law, not to control weeds for landowners. Jill commented she would like to see funding in the budget for two seasonal employees—one full-time for 6 months, the other half-time, possibly an internship position. This would mean adding around \$13,000 to the budget. Also, if we have to pay county agencies (Assessor and Treasurer) either a set-up fee or an annual fee, this should be included in the budget. The board thought the goal should be to generate \$110,000. Bob commented that a permanent coordinator should be paid at least \$20/hour, and Jill, Pat, and Laura agreed.

▪ **Discussion and Approval of 2014 Jefferson County Weed List:**

Eve passed around copies of the Draft Jefferson County Weed List, and the Washington State Weed List, and explained that the only changes made on the county list since last year are ones mandated by the State Noxious Weed Board. John Haas suggested adding English holly as a Weed of Concern (it is not a state-listed noxious weed). Jill proposed, and Bob seconded, to approve the 2014 Jefferson County Weed List as presented, WITH the addition of English holly as a Weed of Concern.

▪ **Discussion of Interim Coordinator Job Description:**

Jill and Eve have worked together on two different job descriptions—one for an interim coordinator, mainly to help with the assessment process, and another one for a more permanent position, once the assessment is in place. Jill read to the board the main points of the interim coordinator position. Jill has sent both descriptions to the county HR to see that they meet their approval, and after hearing back from them, the interim position will be advertised.

▪ **Other Business**

Pat commented that tansy ragwort is invading recently-logged areas, and mentioned one particularly bad infestation on the Coyle Peninsula. Eve will investigate and write to the owners.

▪ **Schedule Next Meeting/Adjourn**

The next meeting will be May 15th, 5-7 pm, at the Tri-Area Community Center.

The meeting was adjourned at 6:50. Eve commented that this will be her last board meeting, since she is retiring in March. The board presented her with a gift of (very nice) garden tools, which was much appreciated.

Minutes respectfully submitted by Eve Dixon, Noxious Weed Control Coordinator.