

**WHATCOM CONSERVATION DISTRICT**  
**Public Meeting Minutes**  
**August 20, 2015**

**I. Time and Place of Meeting.**

A regular meeting of the Board of Supervisors of the Whatcom Conservation District (WCD) was held at the Ag Service Center, 6975 Hannegan Rd, Lynden, Washington on August 20, 2015, at 7:00 p.m.

**II. Attendance and Quorum.**

The following Supervisors, being a quorum of the Board, were present:

Larry Davis, Chair	Dick Yoder, Vice-Chair
Dan Heeringa, Treasurer	Joe Heller
Larry Helm	

Also in attendance were:

George Boggs, Executive Director	Dawn Bekenyi, Admin. Assistant
Shana Joy, WSCC	

**III. Meeting Called to Order.**

Larry Davis, Chair, called the meeting to order at 7:00 p.m.

**IV. Public Comment (written or in person).**

There were no public comments written or in person.

**V. Approval of Minutes of Previous Meeting.**

**Larry Helm moved that the minutes of the July 23, 2015 Board meeting be approved as mailed. Joe Heller seconded the motion. The motion passed.**

**VI. Financial Report.**

The financial report was mailed to the Board with their draft minutes from the July meeting.

Dawn Bekenyi, Administrative Assistant, presented the financial report. There were no questions.

**Joe Heller moved to approve the Financial Report. Larry Helm seconded the motion. The motion passed. Upon motion made and duly seconded, the Treasurer's Report was approved.**

Accounts Payable –

A copy of District invoices and incurred expenses, as listed in the Accounts Payable Report, were reviewed and approved. The Board further authorizes the payment of District expenses incurred subject to their review and approval at the next Board meeting.

The following voucher/warrants are approved for payment:

July 2015 - balance				
Voucher (check) numbers	<u>22817</u>	through	<u>22818</u>	and totaling <u>350.00</u>
Payroll check numbers:	<u>22819</u>	through	<u>22835</u>	and totaling <u>32,443.42</u>



These T-shirts will be funded out of funds written into the WCD inter-local agreement with Whatcom County BBWARM: Terrell Creek Landowner Stewardship Program.

Aneka Sweeney, WCD Education and Outreach Coordinator, shared the three quotes for the cost of shirts and printing with the Board. The District has used Amjay the past 2 years. Aneka suggested using them again; the price is the lowest. They are a local business and she has been impressed by their timeliness and professionalism.

Larry Helm asked about buying two year's amount of shirts. It was pointed out that the shirts are printed with the date of the event and the color changes each year. That would not be a cost savings, since the shirts are not all the same.

**Larry Helm moved to purchase Chum Run T-shirts from Amjay Inc. for approximately \$2,000. Dick Yoder seconded the motion. The motion passed.**

**D. Non-shellfish Cost-share.**

George explained that the WSCC has two cost-share programs, Shellfish & Non-shellfish for areas without shellfish growing areas. He informed that Board that the Whatcom Conservation District was allocated Non-shellfish Cost-share funds for two projects. Additional funds are provided to the Conservation District for Technical Assistance to implement the cost-share allocations.

**Dan Heeringa moved to approve and authorize signature of cost-share contracts of Non-shellfish Cost-share funds to Terry Lenssen for \$50,000 and John Vander Veen (TJ VeenAcres) for \$50,000. Larry Helm seconded the motion. The motion passed.**

**VIII. Other Business.**

**A. Alex Hall, Natural Resources Conservation Service (NRCS).**

Alex provided a written report that George read to the Board.

National Water Quality Initiative (NWQI) –

NRCS staff are now obligating contracts for the National Water quality Initiative. They will be funding 5 contracts for sure (2 contracts have been signed so far). They will be requesting additional funds for 2 unfunded applications. If all goes well they will be funding all 7 active applications totaling \$2,290,579. All but one of the applications involves upgrading manure storage to current standards. Other practices include covering ditches, installing water control structures, and various BMPs to prevent surface water runoff from livestock operations. NRCS staff are hoping to have all contracts signed and sent to Olympia for obligation by the end of next week. The obligation deadline is September 15, 2015.

Environmental Quality Incentives Program (EQIP) –

NRCS had 2 applications for the EQIP air Quality initiative. Both applicants cancelled their applications after reviewing the financial incentives offered by the program

Regular EQIP signup ends on October 16, 2015. This sign-up deadline includes the EQIP energy, organic, high tunnel and air quality initiatives.

Technical Service Provider (TSP) –

Staff are working on getting an agreement in place to partially fund Bill and Chris' time to assist with EQIP program implementation.

Civil Rights Appraisal –

The National civil rights appraisal for the Lynden field office was completed. Alex thanked Larry Davis for participating in the review.

**B. Policies.**

Associate Supervisor Policy –

While there is information on the district's website about the role of an Associate Supervisor, there is no corresponding policy establishing the position. The draft policy was reviewed and comments were given prior to the meeting. Additional changes were discussed at the meeting. It was decided to make the suggested changes and bring the draft policy to the September Board meeting for review and adoption.

Consent Agenda –

It was decided to hold the Consent Agenda to the September Board meeting as well.

Conservation Reserve Enhancement Program (CREP) –

There was discussion about administration and Board approval of CREP projects. There was discussion about holding a public hearing regarding the matter.

Washington Association of Conservation Districts (WACD) Resolution of Supervisor Elections –

WACD drafted a resolution that changes the timing, conduct and responsibilities for elected conservation district supervisors to come before the Area Association in October. WACD would like the Whatcom Conservation District to sponsor the resolution at the NW Area meeting. Thurston Conservation District will be sponsoring the resolution at the SW Area meeting.

There was discussion regarding having a state-wide election day, publicity and how the county auditor may handle to keep the costs down. It was decided to ask Debbie Adelstein, Whatcom County Auditor, to attend the next Board meeting to discuss election costs. There was discussion regarding the possibility of all Board Supervisor positions being elected, if the Board would be given direct authority by the legislature to do a rates and charge. The structure of elections for all positions being elected was discussed. There would be two year terms with staggered elections.

NW Area By-Laws Change –

A resolution to change the By-Laws of the Northwest Area Association of Conservation Districts to require meeting materials, including proposed resolutions for the Annual WACD meeting, be provided to all area supervisors and district managers at least five days in advance of the regular or special meeting was presented to take to the area meeting.

**Larry Helm moved to approve the Northwest Area Association of Conservation Districts By-Laws change resolution to require materials for meetings are submitted five days prior to the meeting. Joe Heller seconded the motion. The motion passed.**

Clallam CD Policy –

George passed out a resolution from Clallam Conservation District seeking a change to the WACD By-laws to reorganize its Board of Directors and eliminate the Executive Committee. The Board will review and give comments at the next Board meeting.

**C. Supervisor Reports.**

Dan Heeringa –

They had an energy audit done on the farm through NRCS's cost-share program. There was discussion regarding potential energy savings and allowable upgrades.

Larry Davis –

Skagit CD – Skagit Conservation District sent an invitation to the Board to attend their annual awards on September 29, 2015 in Sedro Woolley. Larry Helm stated that he would attend.

Election – Comments on proposed changes to the WSCC Supervisor Elections Policy Manual are due to the Commission on September 4, 2015.

Supervisor Needs Assessment – Larry also reminded the Board that the Supervisor Needs Assessment is due to the WSCC and WACD by August 31, 2015.

**D. George Boggs, Executive Director.**

Tour –

Whatcom Conservation District hosted a tour for Larry Elworth, former Ag Counsellor to the Administrator of EPA and now a USDA consultant. USDA contracted with Mr. Elworth to complete a review of certain conservation programs to identify what is working, what is not and make recommendations for changes to improve the programs. He is coming to Whatcom because of the success our conservation district has had in getting conservation on the ground. He, his associate and staff met with farmers and representatives from a couple Watershed Improvement Districts (WIDs). They talked about their experiences with USDA programs, how the programs could better serve the farmers and the new watershed-based initiatives.

Concentrated Animal Feeding Operation (CAFO) Rule –

George reported that a preliminary draft of the CAFO rule was presented last week. The proposed preliminary rule is pretty prescriptive. District staff are reviewing and drafting comments. The draft rule will be released in the fall. After a formal public comment period, a final rule will be adopted after the first of the year.

Washington State Conservation Commission (WSCC) Policy Meeting –

George attended the WSCC Policy meeting in Ellensburg. He shared some highlights with the Board. Ray Ledgerwood will send out the meeting notes.

Shellfish Strategic Imitative Transition Team (SSITT) –

George will attend the meeting tomorrow. The outcomes from this process will guide how National Estuary Program (NEP) funds will be allocated. Ostensibly, state funds which come through the WSCC for the Puget Sound Region could be affected as well.

Personnel Policy Manual –

Larry Davis and Larry Helm will review the Snohomish CD manual then get their comments to George for input. After the draft is revised, the manual will be vetted with staff.

**IX. Record of Board Actions.**

**15-74 Larry Helm moved that the minutes of the July 23, 2015 Board meeting be approved as mailed. Joe Heller seconded the motion. The motion passed.**

**15-75 Joe Heller moved to approve the Financial Report. Larry Helm seconded the motion. The motion passed. Upon motion made and duly seconded, the Treasurer’s Report was approved.**

**15-76**

The following voucher/warrants are approved for payment:

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Voucher (check) numbers	<u>22836</u>			and totaling	<u>18.98</u>

August 2015

Voucher (check) numbers	<u>22837</u>	through	<u>22856</u>	and totaling	<u>54,815.41</u>
Payroll check numbers:	<u>22857</u>	through	<u>22873</u>	and totaling	<u>32,098.91</u>

Voucher (check) numbers 22874 through 22897 and totaling 9,707.60  
**Moved by Joe Heller. Larry Helm seconded the motion. The motion passed.**

- 15-77 Larry Helm moved to authorize signature of contract with Washington Dairy Products Commission for Water Quality Impacts of Different Field Drainage Systems with review of the scope of work. Joe Heller seconded the motion. The motion passed.**
- 15-78 Larry Helm moved to establish Whatcom Conservation District meal periods to coincide with Washington State Conservation Commission with Breakfast: 6:00am to 7:00am, Lunch: 12:00pm to 1:00pm, Dinner: 5:00pm to 6:00pm. Dick Yoder seconded the motion. The motion passed.**
- 15-79 Larry Helm moved to purchase Chum Run T-shirts from Amjay Inc. for approximately \$2,000. Dick Yoder seconded the motion. The motion passed.**
- 15-80 Dan Heeringa moved to approve and authorize signature of cost-share contracts of Non-shellfish Cost-share funds to Terry Lenssen for \$50,000 and John Vander Veen (TJ VeenAcres) for \$50,000. Larry Helm seconded the motion. The motion passed.**
- 15-81 Larry Helm moved to approve the Northwest Area Association of Conservation Districts By-Laws change resolution to require materials for meetings are submitted five days prior to the meeting. Joe Heller seconded the motion. The motion passed.**

**X. Adjournment.**

**There being no further business before the meeting, Larry Helm moved to adjourn the meeting at 9:05 p.m. Joe Heller seconded the motion. The motion passed.**

The meeting, on motion duly made, seconded and carried, adjourned at 9:05 p.m.

Dated: September 25, 2015

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Dawn Bekenyi, Administrative Assistant

Approved: \_\_\_\_\_