

**WHATCOM CONSERVATION DISTRICT
Public Meeting Minutes
September 10, 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 September 10, 2015, at 7:00 p.m.

II. Attendance and Quorum.

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

Larry Davis, Chair
Joe Heller

Dick Yoder, Vice-Chair
Larry Helm

Also in attendance were:

George Boggs, Executive Director
Dawn Bekenyi, Admin. Assistant

Alex Hall, NRCS

III. Meeting Called to Order.

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

IV. Public Comment.

There were no public comments, written or in person.

V. Approval of Minutes of Previous Meeting.

Larry Helm moved that the minutes of the August 20, 2015 Board meeting be approved as mailed. Dick Yoder seconded the motion. The motion passed.

VI. Financial Report.

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

Dawn Bekenyi, Administrative Assistant, presented the financial report. There was limited discussion.

Dick Yoder 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:

August 2015 - balance					
Voucher (check) numbers	<u>22898</u>	through	<u>22905</u>	and totaling	<u>6,816.76</u>
Payroll check numbers:	<u>22906</u>	through	<u>22921</u>	and totaling	<u>31,934.27</u>

September 2015			
Voucher (check) numbers	22922	through	22943
		and totaling	26,053.77
Payroll check numbers:	22944	through	22961
		and totaling	

Moved by Dick Yoder. Larry Helm seconded the motion. The motion passed.

VII. Action Items.

A. Approval of Contracts.

Non-shellfish Cost-share –

George reported that John Vander Veen declined the non-shellfish cost-share. Therefore the funds are available for the next person on the list, Larry Plagerman. Mr. Plagerman will accept the cost-share funds.

Larry Helm moved to approve and authorize signature of a cost-share contract of Non-shellfish Cost-share funds to Larry Plagerman for \$50,000. Dick Yoder seconded the motion. The motion passed.

B. Approval of Conservation Plans.

Critical Areas Ordinance (CAO) Conservation Farm Plan Approval –

Chuck Timblin completed an inventory and moderate farm plan for Ruben Delagarza, Sr. It fulfilled the requisite elements for that type of plan. Staff recommended Board approval.

Larry Helm moved to approve the Critical Areas Ordinance Conservation Farm Plan for: Ruben Delagarza, Sr. Dick Yoder seconded the motion. The motion passed.

Small Acreage Livestock Farm Plan Approval and Whatcom County PIC Cost-share –

CD staff completed an inventory and farm plan for Sunny Alpacas (James Kwon & Ichi Pencil). It fulfills the requisite elements for that type of plan. Staff recommended Board approval. James Kwon and Ichi Pencil are seeking cost-share through the County PIC cost-share program.

Dick Yoder moved to approve the Critical Areas Ordinance farm plan for Sunny Alpacas (James Kwon & Ichi Pencil) and approve their Whatcom County PIC cost-share application for 75% of expenses, not to exceed \$1,507.50 for costs incurred after the execution of the cost-share agreement. Joe Heller seconded the motion. The motion passed. (3 for with 1 opposed.)

Corina Cheever completed an inventory and farm plan for Robert & Harmony Davie. It fulfills the requisite elements for that type of plan. Staff recommended Board approval. Robert & Harmony Davie are seeking cost-share through the County PIC cost-share program.

Larry Helm moved to approve the standard checklist farm plan for Robert & Harmony Davie and approve their Whatcom County PIC cost-share application for 75% of expenses, not to exceed \$393.73 for costs incurred after the execution of the cost-share agreement. Joe Heller seconded the motion. The motion passed.

Conservation Reserve Enhancement Program (CREP) Contracts –

CREP is a joint federal and state program to enhance fish habitat and protect water quality. The U.S. Department of Agriculture (USDA) Farm Service Agency (FSA) is the administrative lead. District resource specialists (Wayne Chaudiere, Frank Corey or Emily Hirsch) works with a landowner to develop a conservation plan that includes practices meeting the landowner's needs. It is reviewed for technical sufficiency by the Natural Resources Conservation Service representative (Alex Hall) and George Boggs. The landowner signs the plan and it is passed on to FSA. The FSA County Oversight Committee (COC) approves all CREP plans. The current District policy is that once FSA approves the Federal Contract and CREP plan, then the CREP maintenance contract is brought to the Board for its approval. Absent unusual circumstances, the

Board approves the standard-language maintenance agreement prescribed by the State Conservation Commission.

There were 3 CREP maintenance contracts submitted for Board approval.

Larry Helm moved to ratify the CREP maintenance contract provided by Wayne Chaudiere for: Lucas & Amber Bernardy. Dick Yoder seconded the motion. The motion passed unanimously.

Dick Yoder moved to ratify the CREP maintenance contract provided by Wayne Chaudiere for: Bradley & Nura Heard. Joe Heller seconded the motion. The motion passed unanimously.

Joe Heller moved to ratify the CREP maintenance contract provided by Wayne Chaudiere for: David Ferguson. Dick Yoder seconded the motion. The motion passed unanimously.

CREP Maintenance Cap Increase –

A copy of the CREP Maintenance Cap Increase Approval Sheet was submitted by staff to the Board for review. There are six projects on the sheet showing a need for further maintenance and requesting an adjustment to the current maintenance cap. Following Board approval the memo showing new caps was forwarded to the WA Conservation Commission.

Larry Helm moved to approve the Maintenance Budget Increase Approval sheet recommending to the Conservation Commission new maintenance caps for Held (288), Kuipers (291), Andert (289), DeVries (279A), Whatcom Land Trust Catalyst (325), and Gehling (10015) CREP projects. Dick Yoder seconded the motion. The motion passed unanimously.

Whatcom County PIC Citizen Science Contract Deadline Extension –

Due to the absence of rain this summer the volunteers were unable to conduct storm water sampling as would otherwise had been the case with normal precipitation. Accordingly, it is proposed to extend water quality monitoring project funded through Whatcom County PIC Citizen Science contract until November 30, 2015.

Larry Helm moved to approve and sign the extension for the Whatcom county PIC Citizen Science contract through November 30, 2015. Dick Yoder seconded the motion. The motion passed.

VIII. Other Business.

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

National Water Quality Initiative (NWQI) –

Alex reported that NRCS staff have completed 5 contracts and will meet with the last participant the next day. Around \$2.3 million has been allocated.

The bulk of the NRCS staff workload is federal contracting. They have a lot of work ahead with the new contracts. The Farm Bill cost-share cap is \$450,000. Most participants are using the cap allowed on projects. Alex is optimistic that the NWQI funding will continue next year.

Environmental Quality Incentives Program (EQIP) –

The EQIP sign-up deadline is October 16, 2015. All eligibility paperwork needs to be completed at the sign-up deadline. There is currently a backlog of 50+ applicants.

Conservation Stewardship Program (CSP) –

There was one CSP renewal.

Miscellaneous –

There is no news on moving the NRCS and FSA offices into a new building.

The state office has approved advertising for a new District Conservationist. It may take a while for the position to be filled.

The Engineering Tech finalist declined the job offer, so the position will be re-advertised. Mt. Vernon will be getting a new planner.

Technical Service Provider (TSP) –

A TSP agreement for Bill Bonsen's and Chris Clark's time was signed on September 8 and is good through the end of the year.

B. Policy Adoption.

Associate Supervisor Policy –

The Associated Supervisor Policy that incorporated comments from the last meeting was sent to the Board for final review and action.

Joe Heller moved to approve the Associate Supervisor Policy as proposed. Larry Helm seconded the motion. The motion passed.

Consent Agenda Policy –

The draft Consent Agenda Policy was sent to the Board for review, incorporating changes based on comments and discussion at the last meeting.

Joe Heller moved to approve the Consent Agenda Policy. Dick Yoder seconded the motion. The motion passed.

Proposed NW Area Meeting Supervisor Election Reform –

The Washington State Conservation Commission and Washington Association of Conservation District are hosting an all-districts meeting on September 21, 2015 in Ellensburg. The topics are Supervisor Elections and Long-Term Funding.

Debbie Adelstein, Whatcom County Auditor, will be attending the October 8, 2015 WCD Board meeting. She will be available to answer questions regarding elections and costs.

There was discussion regarding the proposed election resolution drafted for review. It is not perfect, but will allow for discussion at the NW Area meeting.

Larry Helm moved to approve as written the Election Resolution for submittal to the October 6, 2015 NW Area meeting. Joe Heller seconded the motion. The motion passed.

WACD Bylaws Revisions –

The resolution that would require distribution of resolutions at least five days prior to the respective area meetings was pulled from the agenda without objection by the Chair. The fall meeting notice distributed by Kitsap CD would serve to address the issue of late/no notice adequately. This apparently eliminated the need for the draft resolution.

C. Supervisor Reports.

Larry Helm –

Larry Helm and Larry Davis are working to revise the current Whatcom CD Employee Manual. They recommended to the Board that the Snohomish CD Employee Manual be used as a basis to edit. It is very current and closer in purpose to Whatcom CD circumstances than the City of Anacortes manual.

Larry Davis –

Meetings and Events – Run with the Chums is September 19.

The annual NW Area meeting is October 6 in Bremerton. Larry Helm, Larry Davis, Dick Yoder and George will attend.

The WACD Annual meeting is in Spokane – November 30 – Dec 3.

D. George Boggs, Executive Director.

CREP Project Review –

Brian Cochran, WSCC CREP program manager, will be coming to look at CREP projects for a status review on September 21 – 23. Larry Helm said that he would like to go along.

Regional Conservation Partnership Program (RCP) –

Frank Corey was again invited to complete the project application for consideration. This project is one of very few asked to submit the full application.

LEAN –

The Governor's Office recently facilitated an adaptive management exercise to improve fecal coliform pollution reduction outcomes in Skagit County. Based on project delivery improvements made through that process, WCWP partners requested support from the Governor's Offices to develop and carry out a workshop and subsequent 90-day project in Whatcom County. The timeline for this process has been pushed back until after the first of the year due to the new CAFO permit and fall inspections.

CAFO Meeting –

George and Chris Clark will attend the CAFO meeting in Boise, ID. George gave details on the participants and topics to be discussed.

Farm Ranch and Rural Communities Committee Meeting –

George will attend the next FRRCC Meeting in Denver, CO on October 20-25, 2015.

IX. Record of Board Actions.

15-82 Larry Helm moved that the minutes of the August 20, 2015 Board meeting be approved as mailed. Dick Yoder seconded the motion. The motion passed.

15-83 Dick Yoder 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.

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X. Adjournment.

There being no further business before the meeting, Joe Heller moved to adjourn the meeting at 8:35 p.m. Larry Helm seconded the motion. The motion passed.

The meeting, on motion duly made, seconded and carried, adjourned at 8:35 p.m.

Dated: October 22, 2015

Approved: _____
Dawn Bekenyi, Administrative Assistant