

**WHATCOM CONSERVATION DISTRICT
Public Meeting Minutes
March 8, 2018**

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 March 8, 2018, at 1:00 p.m.

II. Attendance and Quorum.

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

Larry Helm, Chair	Larry Davis, Vice-Chair
Heather Christianson	Theresa Sygitowicz

Also in attendance were:

George Boggs, Executive Director	Alex Hall, NRCS staff
Dawn Bekenyi, Admin. Assistant	Bruce Ayers
David M. Kroontje	Suzzi Snyder

III. Meeting Called to Order.

Larry Helm, Chair, called the meeting to order at 1:00 p.m.

IV. FFA presentation.

The FFA group gave the Board an ag issues presentation on the Portage Bay Agreement.

V. Public Comment (written or in person).

There was no public comment either in writing or in person.

VI. Consent Agenda.

The Board adopted a consent agenda for approval of the financial report and accounts payable. The Board approved a step increase for Katie Pencke. The financial report was mailed to the Board. Dawn Bekenyi, Administrative Assistant, presented the financial report. 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.

Larry Davis moved to approve the consent agenda: the financial report, authorize payment of District invoices and incurred expenses (below), as listed in the Accounts Payable Report, and approve the step increase for Katie Pencke to Band C1 Step 3. The Board further authorizes the payment of District expenses incurred subject to their review and approval at the next Board meeting. Theresa Sygitowicz seconded the motion. The motion passed.

The following voucher/warrants are approved for payment:

Feb 2018 - balance				
Voucher (check) numbers	<u>25719</u>	through	<u>25731</u>	and totaling <u>9,153.98</u>
Payroll check numbers:	<u>25732</u>	through	<u>25753</u>	and totaling <u>43,395.79</u>
March 2018				
Voucher (check) numbers	<u>25754</u>	through	<u>25770</u>	and totaling <u>35,952.36</u>
Payroll check numbers:	<u>25771</u>	through	<u>25771</u>	and totaling <u>43,858.68</u>

VII. Action Items.

A. Approval of Contracts.

Subcontract with USGS for EPA monitor project –

A 1-year sub-contract to add USGS to an existing EPA project to install a real-time nitrate sensor (SUNA monitor) at an existing USGS site was presented to the Board. The funding is “subject to availability of appropriations.” The project will augment the current ZAPS monitor project. There was discussion regarding ZAPS. Larry Helm asked if the Board could receive a tour of ZAPS projects. ZAPS technology is still under technical review, so no data is available for public information.

Theresa Sygitowicz moved to accept the application and approve and sign the joint agreement with USGS to install a SUMA real-time nitrate monitor subject to availability of funding from EPA. Larry Helm seconded the motion. The motion passed.

B. Approval of Conservation Plans.

Dairy Nutrient Management Plan (DNMP) Certification –

There was one Dairy Nutrient Management Plan submitted for Board certification. Staff reviewed the plan for Curt and Michael Lagerwey and recommended that the Board certify it. It met the applicable requirements for certification and the producer certified that he was managing accordingly.

Theresa Sygitowicz moved to certify the Dairy Nutrient Management Plan for Curt & Michael Lagerwey. Larry Davis seconded the motion. The motion passed.

Dairy Nutrient Management Plan (DNMP) Approval –

There was one Dairy Nutrient Management Plan submitted for Board approval. Staff recommended approval as it contained the necessary elements prescribed by the Conservation Commission and the operator has signed it indicating that it accurately reflects his operation and agrees to its implementation.

Theresa Sygitowicz moved to approve the Dairy Nutrient Management Plan for Leo Harrison. Larry Davis seconded the motion. The motion passed.

C. Associate Supervisor Application.

The draft Associate Supervisor Application was discussed. Larry Helm would like to add a question asking about ag concerns that an Associate would like to work on. Typos were also brought up. Heather asked about scoring matrix to review the applicants. It was decided to table the application until the next Board meeting.

VIII. Other Business.

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

Alex reported on activities with the various cost-share programs that NRCS administers.

B. Supervisor Reports.

The Board members gave updates on their activities and meetings attended since the last Board meeting.

There are conflicts in schedules so the April Board meeting was rescheduled.

Theresa Sygitowicz moved to change the April Board meeting to Friday, April 27, 2018 at 1 pm. Larry Davis seconded the motion. The motion passed.

C. George Boggs, Executive Director.

George gave an update on activities with the Conservation District administration.

George reported on new timekeeping software that staff is using. This new process eliminates some duplication of work and can generate reports. There was discussion regarding shifting employee pay date from 15th and end of the month to the 20th and 5th and set up direct deposit for staff payroll.

Theresa Sygitowicz moved to change payroll dates to the 20th and 5th and authorize direct deposit for staff payroll. Larry Davis seconded the motion. The motion passed.

George reported on the Lummi Shellfish Enhancement Project Phase I. Phase 2 is set for this biennium.

D. Election Report.

George passed out the election report. Larry Helm recused himself from election discussion, since he is a candidate. It was decided that it would be up to the Washington State Conservation Commission to determine if the election questions are enough to be a concern for the Conservation District's election.

IX. Record of Board Actions.

18-22 Larry Davis moved to approve the consent agenda: the financial report, authorize payment of District invoices and incurred expenses (below), as listed in the Accounts Payable Report, and approve the step increase for Katie Pencke to Band C1 Step 3. The Board further authorizes the payment of District expenses incurred subject to their review and approval at the next Board meeting. Theresa Sygitowicz seconded the motion. The motion passed.

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18-23 Theresa Sygitowicz moved to accept the application and approve and sign the joint agreement with USGS to install a SUMA real-time nitrate monitor subject to availability of funding from EPA. Larry Helm seconded the motion. The motion passed.

18-24 Theresa Sygitowicz moved to certify the Dairy Nutrient Management Plan for Curt & Michael Lagerwey. Larry Davis seconded the motion. The motion passed.

18-25 Theresa Sygitowicz moved to approve the Dairy Nutrient Management Plan for Leo Harrison. Larry Davis seconded the motion. The motion passed.

18-26 Theresa Sygitowicz moved to change the April Board meeting to Friday, April 27, 2018 at 1 pm. Larry Davis seconded the motion. The motion passed.

18-27 Theresa Sygitowicz moved to change payroll dates to the 20th and 5th and authorize direct deposit for staff payroll. Larry Davis seconded the motion. The motion passed.

X. Adjournment.

There being no further business before the meeting, Larry Davis moved to adjourn the meeting at 2:55 p.m. Theresa Sygitowicz seconded the motion. The motion passed.

The meeting, on motion duly made, seconded and carried, adjourned at 2:55 p.m.

Dated: August 10, 2018

Approved: _____
Dawn Bekenyi, Administrative Assistant