

2015 Board Resolutions

January 8, 2015 Board meeting

- 15-01** Larry Davis moved to amend the November 13, 2014 meeting minutes to reflect the input provided by Krista Kenner regarding the Department of Ecology's presentation. Larry Helm seconded the motion. The motion passed.
- 15-02** Larry Helm moved to direct Dawn to provide a summary of presentations, not the details, but to provide a detailed report of discussions leading to supervisor decisions. Dick Yoder seconded the motion. The motion passed.
- 15-03** Larry Davis moved that the minutes of the December 11, 2014 Board meeting be approved as mailed. Dick Yoder seconded the motion. The motion passed.
- 15-04** Larry Davis 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.

15-05

The following voucher/warrants are approved for payment:

Dec 2014 - balance

Voucher (check) numbers	<u>22123</u>	through	<u>22158</u>	and totaling	<u>22,666.81</u>
Payroll check numbers:	<u>22159</u>	through	<u>22175</u>	and totaling	<u>33,386.23</u>

January 2015

Voucher (check) numbers	<u>22176</u>	through	<u>22189</u>	and totaling	<u>53,010.38</u>
Payroll check numbers:	<u>22190</u>	through	<u>22206</u>	and totaling	<u>32,926.58</u>
Voucher (check) numbers	<u>22207</u>	through	<u>22208</u>	and totaling	<u>6,934.63</u>

Moved by Larry Davis. Larry Helm seconded the motion. The motion passed.

- 15-06** Larry Helm moved to approve the Dairy Nutrient Management Plan for:

- Carousel Creamery (Bud and Landon Van Dyk).

Larry Davis seconded the motion. The motion passed.

- 15-07** Larry Helm moved to approve an Interlocal Agreement with Whatcom County Flood Control Zone District for Coordination for Flood Projects for \$20,000.00 and authorize the Chair to sign the interlocal agreement when ready for signature. Larry Davis seconded the motion. The motion passed.

- 15-08** Larry Davis moved to renew the National Association of Conservation District membership dues for \$718.00 total. Dick Yoder seconded the motion. The motion passed.

February 12, 2015 Board meeting
(no quorum – rescheduled)

February 20, 2015 Board meeting

- 15-9** Larry Davis moved that the minutes of the January 8, 2015 Board meeting be approved as mailed. Larry Helm seconded the motion. The motion passed.

15-10 Larry Davis moved to approve the Financial Report. Dick Yoder seconded the motion. The motion passed. Upon motion made and duly seconded, the Treasurer's Report was approved.

15-11

The following voucher/warrants are approved for payment:

Jan 2015 - balance

Voucher (check) numbers	<u>22209</u>	through	<u>22231</u>	and totaling	<u>54,145.54</u>
Payroll check numbers:	<u>22232</u>	through	<u>22252</u>	and totaling	<u>34,775.65</u>
Voucher (check) number	<u>22253</u>			and totaling	<u>324.06</u>

February 2015

Voucher (check) numbers	<u>22254</u>	through	<u>22274</u>	and totaling	<u>44,812.50</u>
Payroll check numbers:	<u>22275</u>	through	<u>22291</u>	and totaling	<u>32,762.08</u>

Moved by Larry Davis. Dan Heeringa seconded the motion. The motion passed.

15-12 Larry Davis moved to authorize the Executive Director to programmatically hire interns on a short term, temporary basis to conduct grant deliverable activities that also advance their graduate or post graduate education supported through grant funds or free with a presentation from the interns to the Board at the end of the quarter or internship. Dick Yoder seconded the motion. The motion passed.

15-13 Larry Davis moved to authorize the District Chair to execute an Inter-local Agreement with Whatcom County in an amount of \$34,927 to establish and conduct a citizen science monitoring and landowner engagement project. Larry Helm seconded the motion. The motion passed.

15-14 Larry Helm moved to approve entering into a Letter of Agreement with Whatcom Community College for use of their campus for the Plant Sale and Expo authorizing Emily Hirsch, Plant Sale Coordinator to sign as District Representative. Larry Davis seconded the motion. The motion passed.

15-15 Larry Davis moved that the District adopt the Cultural Resources Consultation Process as outlined for state cost-share projects. Dan Heeringa seconded the motion. The motion passed.

15-16 Larry Davis moved to authorize hiring four election polling officers at \$10.50 per hour to assist with the Supervisor Election. Dan Heeringa seconded the motion. The motion passed. (Larry Helm abstained from the vote.)

15-17 Larry Davis moved to approve the simplified cost-share application and agreement for the Whatcom County PIC program. Dick Yoder seconded the motion. The motion passed.

March 12, 2015 Board meeting

15-18 Larry Helm moved that the minutes of the February 12 & 20, 2014 Board meetings be approved as mailed. Dick Yoder seconded the motion. The motion passed.

15-19 Larry Davis 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.

15-20

The following voucher/warrants are approved for payment:

Feb 2015 - balance

Voucher (check) numbers	<u>22292</u>	through	<u>22309</u>	and totaling	<u>24,677.84</u>
Payroll check numbers:	<u>22310</u>	through	<u>22328</u>	and totaling	<u>34,283.45</u>

March 2015

Voucher (check) numbers	<u>22329</u>	through	<u>22330</u>	and totaling	<u>564.22</u>
Payroll check numbers:	<u>22331</u>	through	<u>22347</u>	and totaling	<u>32,967.91</u>

Moved by Larry Davis. Larry Helm seconded the motion. The motion passed.

15-21 Larry Helm moved to approve the moderate intensity farm plan for:

- **Atwood Ales (Stephen, Leslee and Josh Smith).**

Larry Davis seconded the motion. The motion passed.

15-22 Larry Davis moved to approve the standard checklist farm plan for Glenn and Mary Alden and approve their Whatcom County PIC cost-share application for 75% of expenses not to exceed \$3,000 for costs incurred after the execution of the cost-share agreement. Larry Helm seconded the motion. The motion passed.

15-23 Larry Helm moved to approve the EPA Birch Bay Cost-share application for septic tank inspection fee of \$100:

- **Michael Bloch**
- **Harry and Mary Pardue**
- **Nick and Shannon Potts.**

Larry Davis seconded the motion. The motion passed.

15-24 Larry Helm moved that for good cause shown, the Board advances Aneka Sweeney to Band C1 Step 5 effective March 1, 2015. Dick Yoder seconded the motion. The motion passed.

15-25 Dick Yoder moved to purchase 4 Sharp cash registers for \$1,300 plus tax from Bellingham Business Machines. Larry Davis seconded the motion. The motion passed.

15-26 Larry Helm moved to approve the Columbia Elementary School Native Plant Garden Project supplying staff time for education and some plant materials. Dick Yoder seconded the motion. The motion passed.

April 9, 2015 Board meeting

15-27 Larry Davis moved to hold over approval of the March 12, 2015 Board meeting minutes to the next meeting. It was suggested that Larry Helm provide written language of suggested comments to the minutes for Board review. Dan Heerina seconded the motion. The motion passed.

15-28

The following voucher/warrants are approved for payment:

March 2015 - balance

Voucher (check) numbers	<u>22348</u>	through	<u>22405</u>	and totaling	<u>62,486.24</u>
Payroll check numbers:	<u>24406</u>	through	<u>22428</u>	and totaling	<u>36,139.74</u>

April 2015

Voucher (check) numbers	<u>22429</u>	through	<u>22448</u>	and totaling	<u>41,289.47</u>
Payroll check numbers:	<u>22449</u>	through	<u>22466</u>	and totaling	<u>33,109.70</u>

Moved by Larry Davis. Larry Helm seconded the motion. The motion passed.

15-29 Larry Helm moved that all farm plans and cost-share be submitted by mail or email to the Board one week ahead of the Board meeting, unless there is a justified emergency, then the landowner can provide further information to the Board at the meeting. Dan Heeringa seconded the motion. The motion passed.

May 14, 2015 Board meeting

15-30 Dick Yoder moved to nominate Larry Davis as Board Chair. Dan Heeringa seconded the motion. The motion passed. There was one vote against.

15-31 Dan Heeringa moved to nominate Dick Yoder as Vice-Chair. Joe Heller seconded the motion. The motion passed. There was one vote against.

15-32 Dick Yoder moved to nominate Dan Heeringa as Secretary/Treasurer. Joe Heller seconded the motion. The motion passed unanimously.

15-33 Dick Yoder moved that the minutes of the March 12, 2015 Board meeting be approved as mailed. Joe Heller seconded the motion. The motion passed.

15-34 Dan Heeringa moved that the minutes of the April 9, 2015 Board meeting be approved as mailed. Joe Heller seconded the motion. The motion passed.

15-35 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.

15-36

The following voucher/warrants are approved for payment:

April 2015 - balance					
Voucher (check) numbers	<u>22467</u>	through	<u>22508</u>	and totaling	<u>47,443.83</u>
Payroll check numbers:	<u>22509</u>	through	<u>22526</u>	and totaling	<u>25,510.25</u>
May 2015					
Payroll	<u>EFT</u>			and totaling	<u>7,889.13</u>
Voucher (check) numbers	<u>22527</u>	through	<u>22553</u>	and totaling	<u>85,864.93</u>
Payroll check numbers:	<u>22554</u>	through	<u>22573</u>	and totaling	<u>34,846.49</u>

Moved by Joe Heller to approve the list of voucher/warrant payments. Larry Helm seconded the motion. The motion passed.

15-37 Joe Heller moved to approve the Critical Areas Ordinance Conservation Farm Plan for:
• Brian Mellema.

Dick Yoder seconded the motion. The motion passed.

15-38 Dan Heeringa moved to approve the Coldstream Dairy rescission for Shellfish Cost-share in the amount of \$50,000 without prejudice for any future cost-share applications. Larry Helm seconded the motion. The motion passed.

15-39 Larry Helm moved to adopt MRSC Model Small Public Works, Consultant and Vendor Rosters Resolution and contract for the \$120 annual fee. Dick Yoder seconded the motion. The motion passed.

15-40 Larry Helm moved to approve and sign the completed Schedule 22 for 2015. Dick Yoder seconded the motion. The motion passed.

- 15-41 Larry Helm moved to table the Rates and Charges work for one year. Dick Yoder seconded the motion. The motion passed.
- 15-42 Larry Helm moved to approve the Annual Plan of Work as written with comments. Joe Heller seconded the motion. The motion passed.

June 18, 2015 Board meeting

- 15-43 Larry Helm moved that the minutes of the May 14, 2015 Board meeting be approved as mailed. Joe Heller seconded the motion. The motion passed.
- 15-44 Larry Helm moved to approve the Financial Report. Dan Heeringa seconded the motion. The motion passed. Upon motion made and duly seconded, the Treasurer's Report was approved.

15-45

The following voucher/warrants are approved for payment:

May 2015 - balance				
Voucher (check) numbers	<u>22574</u>	through	<u>22582</u>	and totaling <u>4,011.67</u>
Payroll check numbers:	<u>22583</u>	through	<u>22598</u>	and totaling <u>30,601.66</u>
Payroll check number:	<u>22600</u>			and totaling <u>1,286.25</u>
June 2015				
Voucher (check) number	<u>22599</u>			and totaling <u>65.00</u>
Voucher (check) numbers	<u>22601</u>	through	<u>22645</u>	and totaling <u>93,905.04</u>
Payroll check numbers:	<u>22646</u>	through	<u>22663</u>	and totaling <u>33,317.22</u>
Voucher (check) numbers	<u>22664</u>	through	<u>22669</u>	and totaling <u>1,021.63</u>

Moved by Joe Heller. Larry Helm seconded the motion. The motion passed.

- 15-46 Larry Helm moved to ratify the CREP maintenance contract provided by Wayne Chaudiere for: Nancy Brewster. Dan Heeringa seconded the motion. The motion passed unanimously.
- 15-47 Joe Heller moved to ratify the CREP maintenance contract provided by Wayne Chaudiere for: Tom & Kristie D'Angelo. Dan Heeringa seconded the motion. The motion passed. (2 for with 1 opposed.)
- 15-48 Joe Heller moved to ratify the CREP maintenance contract provided by Wayne Chaudiere for: Doug and Tanya Dostal. Larry Davis seconded the motion. The motion failed. (Vote was 2-2. Therefore, the motion died for lack of a majority.)
- 15-49 Larry Helm moved to ratify the CREP maintenance contract provided by Wayne Chaudiere for: Tom & Tricia Morell. Joe Heller seconded the motion. The motion passed unanimously.
- 15-50 Larry Helm moved to ratify the CREP maintenance contract provided by Wayne Chaudiere for: RTJ Farms (Rod Tjoelker - renewal). Joe Heller seconded the motion. The motion passed unanimously.
- 15-51 Larry Helm moved to ratify the CREP maintenance contract provided by Wayne Chaudiere for: Mark & Josephine Schuette (formerly Howell). Joe Heller seconded the motion. The motion passed unanimously.

- 15-52 Larry Helm moved to authorize an approved signatory for the Whatcom Conservation District sign the Inter-Local Agreement with Whatcom County for the BBWARM project with a scope of work that is substantially similar to that presented for review and the general terms and conditions similar to previous contracts with Whatcom County. Joe Heller seconded the motion. The motion passed.
- 15-53 Larry Helm moved to approve and sign the Washington State Conservation Commission Master Contract #16-04 for FY16 and FY17. Dan Heeringa seconded the motion. The motion passed.
- 15-54 Larry Helm moved to change the policy to state that any two authorized District signers as reflected on the bank signatory form may sign payments. Joe Heller seconded the motion. The motion passed.
- 15-55 Larry Helm moved to reject both building remodel bids for future consideration. Dan Heeringa seconded the motion. The motion passed.
- 15-56 Larry Helm moved to use District reserves for salaries for one month, to assure staff that they will be paid for the month of July and revisit the matter at the next Board meeting. Joe Heller seconded the motion. The motion passed.
- 15-57 Larry Davis moved to approve the Policy Adoption Process. Larry Helm seconded the motion. The motion passed.

July 23, 2015 Board meeting

- 15-58 Joe Heller moved to ratify the CREP maintenance contract provided by Emily Hirsch for: Ben Hickey.
Dick Yoder seconded the motion. The motion passed. (3 for and 1 abstention.)
- 15-59 Joe Heller moved to ratify the CREP maintenance contract provided by Emily Hirsch for: Jim Epoch.
Dick Yoder seconded the motion. The motion passed unanimously.
- 15-60 Joe Heller moved to ratify the CREP maintenance contract provided by Wayne Chaudiere for: Kevin Berendsen.
Dick Yoder seconded the motion. The motion passed unanimously.
- 15-61 Joe Heller moved to ratify the CREP maintenance contract provided by Emily Hirsch for: Jim Dailey.
Richard Yoder seconded the motion. The motion passed. (3 for and 1 abstention.)
- 15-62 Joe Heller moved to ratify the CREP maintenance contract provided by Emily Hirsch for: Virginia Naef.
Richard Yoder seconded the motion. The motion passed. (3 for and 1 opposed.)
- 15-63 Joe Heller moved to ratify the CREP maintenance contract provided by Emily Hirsch for: Darshan Rangji.
Richard Yoder seconded the motion. The motion passed. (3 for and 1 opposed.)
- 15-64 Larry Helm moved to approve and sign the WDFW ALEA grant for \$19,250 to produce a mobile education model for Whatcom County. Joe Heller seconded the motion. The motion passed.

- 15-65 Larry Helm moved to approve the Scopes of Work for the CREP TA, Implementation and Livestock TA grants. Dick Yoder seconded the motion. The motion passed.
- 15-66 Larry Helm move to approve Resolution 15-02 FY16-17 Whatcom Conservation District WSCC Cost-share Policy as drafted. Joe Heller seconded the motion. The motion passed.
- 15-67 Larry Helm moved to authorize the \$12,500 Basic Allocation from the WSCC Implementation Grant for FY16. Dick Yoder seconded the motion. The motion passed.
- 15-68 Larry Helm move to renew the MOU with the Washington Conservation Society and designate Larry Davis as Whatcom Conservation District's representative and pay the annual membership fee of \$150. The MOU shall be in force from July 1, 2015 and will stay in full force until such time as the annual fee changes from \$150 per year or terminated earlier as provided in the MOU. Joe Heller seconded the motion. The motion passed.
- 15-69 Larry Helm moved that the minutes of the June 18, 2015 Board meeting be approved as mailed. Joe Heller seconded the motion. The motion passed.
- 15-70 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.

15-71

The following voucher/warrants are approved for payment:

June 2015 - balance

Voucher (check) numbers	<u>22670</u>	through	<u>22682</u>	and totaling	<u>64,429.53</u>
Payroll check numbers:	<u>22683</u>	through	<u>22700</u>	and totaling	<u>32,760.27</u>

July 2015

Voucher (check) numbers	<u>22701</u>	through	<u>22715</u>	and totaling	<u>104,770.01</u>
Payroll check numbers:	<u>22716</u>	through	<u>22731</u>	and totaling	<u>32,018.72</u>
Voucher (check) numbers	<u>22732</u>	through	<u>22816</u>	and totaling	<u>150,461.27</u>

Moved by Joe Heller. Larry Helm seconded the motion. The motion passed.

- 15-72 Larry Helm moved to approve the payroll step increase for Nichole Embertson from Band D1 Step 5 to D1 Step 6, effective July 1, 2015. Dick Yoder seconded the motion. The motion passed.
- 15-73 Joe Heller moved to approve the Policy Adoption Process. Larry Helm seconded the motion. The motion passed.

August 20, 2015 Board meeting

- 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:

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>
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	<u>22874</u>	through	<u>22897</u>	and totaling	<u>9,707.60</u>

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.**

September 10, 2015 Board meeting

- 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.**
- 15-84**
- 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 | <u>22922</u> | through | <u>22943</u> | and totaling | <u>26,053.77</u> |
| Payroll check numbers: | <u>22944</u> | through | <u>22961</u> | and totaling | |
- Moved by Dick Yoder. Larry Helm seconded the motion. The motion passed.**
- 15-85 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.**
- 15-86 Larry Helm moved to approve the Critical Areas Ordinance Conservation Farm Plan for:**

Ruben Delagarza, Sr. Dick Yoder seconded the motion. The motion passed.

- 15-87 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.)
- 15-88 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.
- 15-89 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.
- 15-90 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.
- 15-91 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.
- 15-92 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.
- 15-93 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.
- 15-94 Joe Heller moved to approve the Associate Supervisor Policy as proposed. Larry Helm seconded the motion. The motion passed.
- 15-95 Joe Heller moved to approve the Consent Agenda Policy. Dick Yoder seconded the motion. The motion passed.
- 15-96 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.

October 8, 2015 Board meeting

- 15-97 Larry Helm moved to approve the CREP maintenance contract provided by Emily Hirsch for: Rod Perry. Dan Heeringa seconded the motion. The motion passed unanimously.
- 15-98 Larry Helm moved to approve the consent agenda: minutes of the September Board meeting as mailed, the financial report and authorize payment of District invoices and incurred expenses (below), as listed in the Accounts Payable Report. The Board further authorizes the payment of District expenses incurred subject to their review and approval at the next Board meeting. Joe Heller seconded the motion. The motion passed.
The following voucher/warrants are approved for payment:

Sept 2015 - balance					
Voucher (check) numbers	<u>22962</u>	through	<u>22985</u>	and totaling	<u>10,217.89</u>
Payroll check numbers:	<u>22986</u>	through	<u>23005</u>	and totaling	<u>32,761.13</u>
October 2015					
Voucher (check) numbers	<u>23006</u>	through	<u>23026</u>	and totaling	<u>25,475.31</u>
Payroll check numbers:	<u>23027</u>	through	<u>23042</u>	and totaling	<u>32,380.81</u>

- 15-99 Joe Heller moved to approve the standard farm plan for Burkwood Farms (Paige Wagter). Dan Heeringa seconded the motion. The motion passed.**
- 15-100 Joe Heller moved to approve a Whatcom County PIC cost-share application for 75% of expenses, not to exceed \$3000.00 for costs incurred after the execution of the cost-share agreement for Burkwood Farms (Paige Wagter). Larry Helm seconded the motion. The motion passed.**
- 15-101 Joe Heller moved to approve and authorize signature of cost-share contracts of Shellfish Cost-share funds for 75% of actual costs up to allocated amounts as listed for:**
- Seth Snook - \$50,000
 - Sherm Polinder - \$50,000
 - Tim Vanderhaak - \$50,000
 - Ron Postma (Fedema Farms) - \$2,460.
- Dan Heeringa seconded the motion. The motion passed.**
- 15-102 Joe Heller moved to ratify the CREP maintenance contract provided by Wayne Chaudiere for Steve & Sheri Groen. Dan Heeringa seconded the motion. The motion passed. (3 for and 1 abstention.)**
- 15-103 Larry Helm moved to ratify the CREP maintenance contract provided by Emily Hirsch for Bob King. Joe Heller seconded the motion. The motion passed unanimously.**
- 15-104 Joe Heller moved to ratify the CREP maintenance contract provided by Emily Hirsch for Curt & Joy Hawley. Dan Heeringa seconded the motion. The motion passed unanimously.**
- 15-105 Joe Heller moved to ratify the CREP maintenance contract provided by Frank Corey for Karen Kuipers. Larry Helm seconded the motion. The motion passed unanimously.**
- 15-106 Dan Heeringa moved to ratify the CREP maintenance contract provided by Frank Corey for Leroy Harkness & Kristi Vanerstrom. Joe Heller seconded the motion. The motion passed. (3 for and 1 abstention.)**
- 15-107 Joe Heller moved to ratify the CREP maintenance contract provided by Frank Corey for Daniel & Katherine McGee. Larry Davis seconded the motion. The motion passed unanimously.**
- 15-108 Dan Heeringa moved to ratify the CREP maintenance contract provided by Frank Corey for Rafael & Shukyo Mithuna. Joe Heller seconded the motion. The motion passed unanimously.**
- 15-109 Joe Heller moved to ratify the CREP maintenance contract provided by Frank Corey for John (Sasch) Stephens. Dan Heeringa seconded the motion. The motion passed unanimously.**
- 15-110 Joe Heller moved to ratify the CREP maintenance contract provided by Brandi Hutton for Sally Yorkston. Larry Davis seconded the motion. The motion passed unanimously.**

- 15-111 Larry Helm moved to authorize hiring a research assistant for Nichole Embertson. Dan Heeringa seconded the motion. The motion passed.
- 15-112 Joe Heller moved to approve the proposed partnership with the City of Lynden and Northwest Washington Fair Association and write a letter of support for a Department of Ecology grant application to lead water quality education outreach efforts in Fishtrap Creek. Dan Heeringa seconded the motion. The motion passed. (3 for and 1 opposed.)
- 15-113 Dan Heeringa moved to approve and authorize the Executive Director to submit a letter of support for the grant application from Whatcom County Public Works to support a coordinated approach to water quality outreach and communication, Community Solutions to Clean Water. Joe Heller seconded the motion. The motion passed. (3 for and 1 opposed.)
- 15-114 Larry Helm moved to pay the building permit fee of \$2,100 to keep the construction window open for 6 months to allow for a rebid on the project, seeking bids for the December Board meeting. Joe Heller seconded the motion. The motion passed.

November 12, 2015 Board meeting

- 15-115 Larry Helm moved to approve the consent agenda: minutes of the October Board meeting as mailed the financial report and authorize payment of District invoices and incurred expenses (below), as listed in the Accounts Payable Report. The Board further authorizes the payment of District expenses incurred subject to their review and approval at the next Board meeting. Joe Heller seconded the motion. The motion passed.

The following voucher/warrants are approved for payment:

Oct 2015 - balance					
Voucher (check) numbers	<u>23043</u>	through	<u>23075</u>	and totaling	<u>28,501.33</u>
Payroll check numbers:	<u>23076</u>	through	<u>23092</u>	and totaling	<u>32,247.96</u>
November 2015					
Voucher (check) numbers	<u>23093</u>	through	<u>23158</u>	and totaling	<u>84,659.24</u>
Payroll check numbers:	<u>23159</u>	through	<u>23175</u>	and totaling	<u>37,358.83</u>

- 15-116 Larry Helm moved to adopt the election resolution as follows:
- The election will be held at the District office, 6975 Hannegan Road, Lynden, WA
 - On Tuesday, March 15, 2016
 - Polls will be open from 9:00 am to 6:00 pm
 - Board selected Dawn Bekenyi as Election Supervisor
 - Additionally, the District will have a mail-in election with ballot distribution by request only.
 - Candidate filing deadline is January 29, 2016 at 4:00 pm.
 - The last day to request an absentee ballot is February 16, 2016 at 4:00 pm.
- Dan Heeringa seconded the motion. The motion passed.

- 15-117 Joe Heller moved to adopt the following supervisor candidate statement policy: Candidates are to submit their biographical information, candidate statement and photo for publication in the online and printed voter's sheet electronically by a link provided by email after the candidate application has been accepted as complete. This is due no later than the candidate filing deadline set forth in the Board's resolution for submitting a complete candidate application.

The Biography may not exceed 100 words. They must use the following 4 headings, which do not count toward the word limit:

- Elected Experience
- Other Professional Experience
- Education
- Community Service

The Candidate Statement may not exceed 200 words and cannot exceed 4 paragraphs.

- Hyphenated words count as two words. Statements exceeding the word limit will be shortened by deleting full sentences from the end.
- The Biography and Statement will be printed as submitted. Once submitted, changes will not be allowed.
- Only *italics* can be used to emphasize words or phrases. Bolding, underlining, and all caps are not allowed. Tables, lists, and bullets are not allowed. Text must be written in paragraphs.
- The Biography and Statement will not be checked for grammar, punctuation, spelling, or accuracy.
- Any candidate statement found to contain profane, libelous, or defamatory language or any matter prohibited by federal and/or state law will be reviewed by the District's attorney and the candidate will be notified of the attorney's determination.

Photos must be:

- Current (within 5 years)
- Head and shoulders photo
- Digital with a minimum of 300 dpi resolution
- No smaller than 4 x 5 inches

Photos must not:

- Show clothing or insignia that suggest a public office
- Show judicial robes, law enforcement, military uniforms etc.
- Show any animal or other person other than the candidate.

Larry Helm seconded the motion. The motion passed.

15-118 Dan Heeringa moved to certify the Dairy Nutrient Management Plan for Paradise Jerseys. Larry Helm seconded the motion. The motion passed.

15-119 Larry Helm moved to ratify the CREP maintenance contract provided by Emily Hirsch for Rud Browne – Dudmaston LLC. Joe Heller seconded the motion. The motion passed unanimously.

15-120 Joe Heller moved to ratify the CREP maintenance contract provided by Emily Hirsch for Rud Browne – Woomera LLC. Dan Heeringa seconded the motion. The motion passed unanimously.

15-121 Joe Heller moved to ratify the CREP maintenance contract provided by Emily Hirsch for Bruce Sines. Larry Helm seconded the motion. The motion passed unanimously.

15-122 Larry Helm moved to ratify the CREP maintenance contract provided by Emily Hirsch for Mike & Ellen Dooley. Joe Heller seconded the motion. The motion passed unanimously.

15-123 Larry Helm moved to approve and sign an Inter-local Agreement with the Okanogan Conservation District and Cascadia Conservation District (respectively). Dan Heeringa seconded the motion. The motion passed.

15-124 Larry Helm move to approve a step increase in payroll for Corina Cheever to Band C1 Step 2. Joe Heller seconded the motion. The motion passed.

15-125 Larry Helm moved to send Dawn Bekenyi to the WACD Annual meeting in Spokane, WA to provide administrative assistance to WACD. Dan Heeringa seconded the motion. The motion passed.

December 10, 2015 Board meeting

15-126 Larry Helm moved to certify the Dairy Nutrient Management Plan for Carousel Creamery (Landon Van Dyk). Dick Yoder seconded the motion. The motion passed.

15-127 Larry Helm moved to approve the consent agenda: minutes of the November Board meeting as mailed, the financial report and authorize payment of District invoices and incurred expenses (below), as listed in the Accounts Payable Report. The Board further authorizes the payment of District expenses incurred subject to their review and approval at the next Board meeting. Dick Yoder seconded the motion. The motion passed.

The following voucher/warrants are approved for payment:

Nov 2015 - balance

Voucher (check) numbers	<u>23176</u>	through	<u>23213</u>	and totaling	<u>36,502.87</u>
Payroll check numbers:	<u>23214</u>	through	<u>23231</u>	and totaling	<u>32,308.06</u>

Dec 2015

Voucher (check) numbers	<u>23232</u>	through	<u>23255</u>	and totaling	<u>26,325.21</u>
Payroll check numbers:	<u>23256</u>	through	<u>23271</u>	and totaling	<u>32,231.00</u>

15-128 Larry Helm moved to approve agreement with Whatcom County to reimburse the District for the expense of George Boggs participating on the Shellfish Strategic Initiative Transition Team for approximately \$15,000. Dick Yoder seconded the motion. The motion passed.

15-129 Larry Helm moved to approve the letter of agreement with the BC Ministry of Agriculture to establish a pilot project that would adapt the District's Application Risk Management (ARM) system and Manure Spreading Advisory to the lower Fraser River Valley for \$7,000 USD. Joe Heller seconded the motion. The motion passed.

15-130 Joe Heller moved to affirm the current policy of District payment of 100% of employee and dependents medical/dental premiums for full-time employees and 100% premiums for employee only for part-time employees and approved the 1.5% increase. Larry Helm seconded the motion. The motion passed.

15-131 Joe Heller moved to approve 2016 Plant Sale Projected Budget. Larry Helm seconded the motion. The motion passed.