

**WHATCOM CONSERVATION DISTRICT  
Public Meeting Minutes  
June 9, 2016**

**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 June 9, 2016, at 7:00 p.m.

**II. Attendance and Quorum.**

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

Larry Helm, Chair  
Dan Heeringa, Treasurer  
Theresa Sygitowicz

Larry Davis, Vice-Chair  
Joe Heller

Also in attendance were:

George Boggs, Executive Director  
Katie Pencke, WCD  
G David Bock, WCCF

Dawn Bekenyi, Admin. Assistant  
Nichole Embertson, WCD

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

**V. Consent Agenda.**

The Board adopted a consent agenda for approval of the previous meeting minutes, financial report and accounts payable. The financial report was mailed to the Board with their draft minutes from the May meeting. 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 Helm moved to approve the consent agenda: minutes of the May 12, 2016 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. Theresa Sygitowicz seconded the motion. The motion passed.**

The following voucher/warrants are approved for payment:

May 2016 - balance				
Voucher (check) numbers	<u>23684</u>	through	<u>23703</u>	and totaling <u>9,242.02</u>
Payroll check numbers:	<u>23704</u>	through	<u>23722</u>	and totaling <u>37,366.11</u>
June 2016				
Voucher (check) numbers	<u>23723</u>	through	<u>23747</u>	and totaling <u>54,277.06</u>
Payroll check numbers:	<u>23748</u>	through	<u>23764</u>	and totaling <u>36,915.43</u>

Theresa asked for copies of the last three months of the District's credit card charges. Dawn made those copies. Theresa also asked about the specifics on several payments. The questions were answered satisfactorily.

## VI. Action Items.

### A. Election of Officers.

Chair –

**Theresa Sygitowicz nominated Larry Helm as Chair.**

**Joe Heller nominated Larry Davis as Chair.**

There were no further nominations for Chair. There was a request for the candidates to state their vision of the Conservation District and why they wanted to be Chairman. Larry Davis went first. Then Larry Helm spoke. Following their comments the Board voted. Larry Helm was elected as Chair.

Vice-Chair –

**Larry Helm nominated Dan Heeringa as Vice-Chair.**

**Dan Heeringa nominated Larry Davis as Vice-Chair.**

There were no further nominations for Vice-Chair. The Board voted. Larry Davis was elected as Vice-Chair.

Secretary/Treasurer –

**Joe Heller nominated Dan Heeringa as Secretary/Treasurer.**

There were no further nominations for Secretary/Treasurer. The Board voted on the nomination. Dan Heeringa was elected as Secretary/Treasurer.

**Larry Helm moved to elect the Board of Officers by acclamation. Theresa Sygitowicz seconded the motion. The motion passed.**

### B. Monthly Board Meeting Day and Time.

The Board discussed what time to make the monthly Board meetings. It was decided to keep it on the seconded Thursday of the month and move the time to 6:30 p.m.

**Larry Helm moved to set the Board meeting on the seconded Thursday of the month at 6:30 p.m. Theresa Sygitowicz seconded the motion. The motion passed.**

### C. Surplus Equipment.

The District purchased an ATV (quad) in 2003 to facilitate staff inspecting projects. The machine was used some at first but has now not been used for several years. It has been stored in a rented storage space. That space is now needed for other District equipment. Following the guidelines in the District's Asset Management Policy, the Board must declare the ATV surplus. It can then be sold or donated. The Board decided that the ATV be declared surplus and to see if another Conservation District could use it. If there is no interest by the end of July offer it to a school.

**Theresa Sygitowicz moved to declare the ATV quad surplus equipment and seek a Conservation District to donate it to. The first Conservation District to respond that they would like it will receive the ATV. Larry Helm seconded the motion. The motion passed.**

## VII. Other Business.

### A. Discovery Farms Presentation – Nichole Embertson.

Nichole gave the Board a presentation updating her program. Nichole assists dairy farmers at the local/state and national level. She reported that the Application Risk Management (ARM) and Manure Spreading Advisory (MSA) launched in 2014. It has a live run-off indicator and is also available in Oregon and British Columbia, Canada. There was discussion regarding variable buffer widths and their effectiveness.

Nichole received a Conservation Innovation Grant (CIG) to take the ARM & MSA and integrate with two other similar tools in other states. These will then be made available nation-wide.

Nichole reported on the Speaker Series, which is held each from October through. This next year they modified the program to include all farmers, not just dairies.

The Second Annual Nutrient Management Training workshop series was held in Whatcom County, Snohomish and King Counties, which involved a workshop and field day. There were over 100 participants at the Whatcom County presentations.

Nichole talked about her role with the Washington State Conservation Commission's Center for Technical Development (CTD) (formerly the Technical Professional Development Workgroup). Washington Discovery Farms is a national program that is getting started here. She is also on two Agriculture air quality advisory committees for NRCS & EPA.

**B. Katie Pencke.**

Katie came to meet the Board. She is the new small farm planner. She is working with Corina Cheever and Chuck Timblin to become a proficient planner.

**C. Supervisor Reports.**

**Larry Helm –**

Larry Helm reported that he received a call from a landowner that was very upset about receiving a letter from the Department of Ecology. He expressed that the landowner was a good farmer and should not be the recipient of an enforcement letter.

Larry attended the Whatcom County Council meeting. He thinks that the Conservation District should give the County Council a farm tour showing them what good practices are happening in Whatcom County.

There was discussion regarding the "What's Up Stream" campaign that EPA funded. There are rumors circulating that George Boggs was involved in the campaign. It was suggested by the Board that a letter to the editor of the Lynden Tribune be written explaining that George was not involved in "What's Upstream".

**Theresa Sygitowicz –**

There was discussion regarding education and outreach for the Conservation District.

Theresa talked about water issues in Whatcom County. There is a push from Whatcom County staff to do away with the Planning Unit. Theresa talked about how this would impact private well associations. Theresa suggested that the Conservation District write a letter to the Whatcom County Council encouraging them to keep the Planning Unit. George pointed out that weighing in on this topic is not currently in the Conservation District's Long Range Plan of Work. Theresa said that she could bring people to a Board meeting to discuss the issue. George suggested that he could check to minutes of the Planning Unit and Caucuses to see what the process is.

**Joe Heller –**

Joe reported that Wayne Chaudiere is working with two communities in the foothills to set up Firewise Communities.

**Larry Davis –**

Larry Davis is working with a committee to organize the Washington Association of Conservation Districts (WACD) Annual Meeting to be held in Semiahmoo this year. A survey seeking Board input was sent out. Larry asked the Board to please respond to the survey.

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

**Long Range Plan –**

The Board decided to schedule a special meeting to work on the Long Range Plan on June 20, 2016 at 4:00 p.m.

Information Sharing –

George confirmed with the Board that they all have their District emails set up and that it is a good way to share information with them.

Cluster Engineer –

The Washington State Conservation Commission told the local cluster of Conservation Districts to work together to come to an agreement on the Cluster Engineer. Larry Helm was designated the Whatcom Conservation District’s representative to the group. Ray Ledgerwood will facilitate a meeting to work out the agreement on July 13, 2016 in Anacortes.

Lummi Nation –

The Lummi Nation is working with farmers in the Watershed Improvement District’s (WID). They appear to be agreeable to using ARM tools instead of suing farmers over water quality issues.

Department of Ecology –

George gave an update on the latest with the CAFO permit.

Funding –

George shared that the Washington State Conservation Commission is allocating the same level of funding for CREP Technical Assistance, Livestock, and Implementation as Fiscal Year 2016.

Long Range Plan –

George reviewed that the District is 100% grant funded and other things to think about when planning.

Sustainable Farming –

There was discussion regarding Whatcom County’s Comp Plan and how the Conservation District can engage in potential changes. There was discussion regarding levies and development for farmland. Theresa reported that the Army Corps of Engineers is doing inspections of the river dikes. She suggested that she could ask someone to come and discuss the inspections and the potential impacts with the Board.

**E. Bank Signature Cards.**

New bank signature cards are necessary due to a new Board member and one leaving. New cards were signed for the bank.

**Theresa Sygitowicz moved to authorize all Board members and George be signers on the Whatcom Conservation District’s bank accounts and write a letter authorizing Dawn Bekenyi to discuss the District accounts. Larry Helm seconded the motion. The motion passed.**

**VIII. Record of Board Actions.**

**16-40 Larry Helm moved to approve the consent agenda: minutes of the May 12, 2016 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. Theresa Sygitowicz seconded the motion. The motion passed.**

The following voucher/warrants are approved for payment:

May 2016 - balance				
Voucher (check) numbers	<u>23684</u>	through	<u>23703</u>	and totaling <u>9,242.02</u>
Payroll check numbers:	<u>23704</u>	through	<u>23722</u>	and totaling <u>37,366.11</u>

June 2016				
Voucher (check) numbers	<u>23723</u>	through	<u>23747</u>	and totaling <u>54,277.06</u>
Payroll check numbers:	<u>23748</u>	through	<u>23764</u>	and totaling <u>36,915.43</u>

- 16-41 Chair –**  
**Theresa Sygitowicz nominated Larry Helm as Chair.**  
**Joe Heller nominated Larry Davis as Chair.**

There were no further nominations for Chair. There was a request for the candidates to state their vision of the Conservation District and why they wanted to be Chairman. Larry Davis went first. Then Larry Helm spoke. Following their comments the Board voted. Larry Helm was elected as Chair.

- 16-42 Vice-Chair –**  
**Larry Helm nominated Dan Heeringa as Vice-Chair.**  
**Dan Heeringa nominated Larry Davis as Vice-Char.**

There were no further nominations for Vice-Chair. The Board voted. Larry Davis was elected as Vice-Chair.

- 16-43 Secretary/Treasurer –**  
**Joe Heller nominated Dan Heeringa as Secretary/Treasurer.**

There were no further nominations for Secretary/Treasurer. The Board voted on the nomination. Dan Heeringa was elected as Secretary/Treasurer.

- 16-44 Larry Helm moved to elect the Board of Officers by acclamation. Theresa Sygitowicz seconded the motion. The motion passed.**

- 16-45 Larry Helm moved to set the Board meeting on the seconded Thursday of the month at 6:30 p.m. Theresa Sygitowicz seconded the motion. The motion passed.**

- 16-46 Theresa Sygitowicz moved to declare the ATV quad surplus equipment and seek a Conservation District to donate it to. The first Conservation District to response that they would like it will receive the ATV. Larry Helm seconded the motion. The motion passed.**

- 16-47 Theresa Sygitowicz moved to authorize all Board members and George be signers on the Whatcom Conservation District’s bank accounts and write a letter authorizing Dawn Bekenyi to discuss the District accounts. Larry Helm seconded the motion. The motion passed.**

**IX. Adjournment.**

**There being no further business before the meeting, Theresa Sygitowicz moved to adjourn the meeting at 10:25 p.m. Joe Heller seconded the motion. The motion passed.**

The meeting, on motion duly made, seconded and carried, adjourned at 10:25 p.m.

Dated: August 25, 2016

\_\_\_\_\_  
Dawn Bekenyi, Administrative Assistant

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