

WHATCOM CONSERVATION DISTRICT
Public Meeting Minutes
August 10, 2017

I. Time and Place of Meeting.

A regular meeting of the Board of Supervisors of the Whatcom Conservation District (District) was held at the Ag Service Center, 6975 Hannegan Rd, Lynden, Washington on August 10, 2017, 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, Supervisor	Joe Heller, Sec/Treasurer
Theresa Sygitowicz, Supervisor	

Also in attendance were:

George Boggs, Executive Director	Corina Cheever, Resource Specialist
Dawn Bekenyi, Admin. Assistant	Kristin Haider, Resource Specialist

III. Meeting Called to Order.

Larry Helm, Chair, called the meeting to order at 1:00 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 July 17, 2017 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.

Theresa Sygitowicz moved to approve the consent agenda: minutes of the 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. Larry Davis seconded the motion. The motion passed.

The following voucher/warrants are approved for payment:

July 2017 - balance					
Voucher (check) numbers	<u>25002</u>	through	<u>25054</u>	and totaling	<u>95,923.46</u>
Payroll check numbers:	<u>25055</u>	through	<u>25072</u>	and totaling	<u>43,504.07</u>
Voucher (check) numbers	<u>21232863-EFT</u>			and totaling	<u>103.37</u>
August 2017					
Voucher (check) numbers	<u>25075</u>	through	<u>25175</u>	and totaling	<u>298,681.47</u>
Payroll check numbers:	<u>25176</u>	through	<u>25196</u>	and totaling	<u>45,555.83</u>

VI. Presentations.

Staff Introduction - Kristin Haider –

Corina Cheever introduced Kristin Haider. Kristen started at the District in May. Kristin went to the University of Wisconsin, Eau Claire and received a BS in Biology/Environmental Studies. She

received her Master's Degree in Ecology from Penn State with a focus on soil biology and nutrient cycling. Previously, Kristin worked for the USDA on crop studies with some background in dairies. Kristin walked the Board the Waste Storage Pond (WSP) spreadsheet. It is a fundamental tool for planners to develop a Dairy Nutrient Management Plans (DNMP).

VII. Action Items.

A. Washington State Conservation Commission (WSCC) Grant Addendums.

Following passage of the State budget, WSCC makes allocations to Conservation Districts (CDs) to accomplish the legislatively identified activities. Such distributions are accomplished through Addendums to CD Master Grant Agreement. CDs develop scopes of work that are incorporated into the Addendums.

The WSCC has made an allocation to District for the CREP Technical Assistance and Cost-share, Implementation and Livestock Technical Assistance programs. The Scopes of Work included in the packet are recommended by staff for approval and submission to WSCC. Due to the limited budget approved by the Washington State Legislature, the proposed scopes of work for both the CREP and Livestock programs are much reduced. Both are consistent with the District's long range and annual plans of work.

Larry Helm moved to approve the Scopes of Work for the CREP TA and Cost-share; Implementation; and Livestock TA grants. Joe Heller seconded the motion. The motion passed.

Basic Allocation –

For the Implementation grant, WSCC permits Districts to allocate up to \$12,500 for not specified activities. Staff recommend that the Board make such an allocation.

Larry Helm moved to authorize a \$12,500 Basic Allocation from the WSCC Implementation Grant for FY18. Joe Heller seconded the motion. The motion passed.

B. WSCC Cost-share Policy –

WSCC policy requires each conservation district to annually submit a Board approved resolution, stating the rate of reimbursement for conservation practices funded by WSCC. Board members expressed interest in lowering the cost-share cap so that more landowners could be helped. It was explained that the WSCC funds the projects at the state level based upon each Conservation District's cost-share policy and that any modifications as a "cost-savings" effort would only work to reduce the allocation to Whatcom County farmers. The Board decided to keep the cost-share policy as approved last biennium.

Joe Heller move to approve Resolution 17-01 FY18-19 Whatcom Conservation District WSCC Cost-share Policy as is with no change from the prior biennium. Theresa Sygitowicz seconded the motion. The motion passed.

C. District Response to Conservation Commission Proposed Policies

The Board discussed the five topics that are going to be presented at the Washington State Conservation Commission's Policy meeting in Ellensburg on August 23 & 24, 2017. The topics include: 1. Conservation District Buildings funding, 2. Confidentiality of Voluntary Stewardship Plans and Landowner Assessments, 3. Habitat Projects, Permit, Approvals and SCC, 4. Long-Term Sustainable Funding for CD programs, and 5. WSCC being source for voluntary BMPs. The Board discussed the information provided in advance of attendance at the meeting and reviewed their stance on the issues to be presented. The Board identified Larry Helm and Theresa as its representatives for the meeting. Larry Davis would attend as a WACD officer.

VIII. Reports.

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

Environmental Quality Incentives Program (EQIP) –

NRCS staff are still obligating contracts, 45 contracts or so this year. All but three have been signed. They have a September deadline to complete the work.

Staffing –

The intern that the Everson Field office was expecting did not take the position. Alex discussed the workload.

IX. Discussion.

A. Quantifying Staff Needs to Implement Programs.

There was discussion regarding the calculation used by WSCC to determine the amount of Technical Assistance dollars to implement cost-share projects. Small projects do not get enough technical assistance dollars to account for the actual costs of those projects with the current calculation. In fact, smaller projects sometimes need more technical assistance. There needs to be an adjustment to the allocation for technical assistance for smaller projects. There was discussion regarding bringing a resolution to the NW Area meeting regarding the matter.

B. CPAL Discussion.

George explained that about every five years the County is required to update its Critical Areas Ordinance (CAO). At the request of the Council and WC Planning & Development Services, George has attended several CAO work sessions to offer technical advice on farm planning and conservation practices. Three issues are emerging through which the Whatcom County Council is working through: 1. Accountability vs. privacy, 2. Universal requirements vs. overburdening landowners, 3. Loss of function vs. loss of flexibility.

There was Board discussion about the solutions. George referred the Board to the recently adopted Thurston County Voluntary Stewardship Program (VSP) Plan. The Board asked that he share with them the draft.

The Board expressed appreciation for George's input to the Council and desire that he continue to do so while keeping the Board apprised of the developments.

X. Supervisor Reports.

Larry Davis –

Washington Association of Conservation Districts (WACD) –

The search committee has the list down to three candidates for the new WACD Executive Director. They will interview and make a recommendation to the WACD Officers and Directors at the September meeting.

Theresa Sygitowicz –

Theresa suggested that there should be another position on the WSCC Board. It would be for a representative of one of the four major agriculture commodities in the state. This would provide greater farmer support for WSCC & CD programs. Theresa will work on a resolution to be presented at the NW Area meeting.

WSCC meeting – Theresa attended the WSCC board meeting in Stevens County. There was a tour of a decommissioned dam. The tour pointed out an issue that removing the dam impacted private well owners. Thirteen private wells dried up and new wells had to be dug.

Puget Sound Conservation Districts (PSCD) Meeting –

Theresa attended the PSCD meeting at Bellewood Acres. Legislative talking point handouts were shared. The District hosted the meeting and tour. It was well attended by the other CDs.

NW WA Fair –

Theresa arranged for a table for the Whatcom Conservation District at the NW Washington Fair in Lynden next week. She met with Aneka about getting information for the display.

Joe Heller moved to approve funding \$200 for the table at the NW Washington Fair. Larry Helm seconded the motion. The motion passed.

XI. Executive Director Report.

Staffing –

George reviewed staffing and the budget with the Board. Staff are taking leave to accommodate the budget shortfalls due to no state capital budget.

Firewise –

At the invitation of Barbara Brenner, District staff will make a presentation to the Council’s Public Works, Health & Safety committee on the topic of Firewise. She is asking that the District a budget for two levels of service.

XII. Record of Board Actions.

17-57 Theresa Sygitowicz moved to approve the consent agenda: minutes of the 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. Larry Davis seconded the motion. The motion passed.

The following voucher/warrants are approved for payment:

July 2017 - balance

Voucher (check) numbers	<u>25002</u>	through	<u>25054</u>	and totaling	<u>95,923.46</u>
Payroll check numbers:	<u>25055</u>	through	<u>25072</u>	and totaling	<u>43,504.07</u>
Voucher (check) numbers	<u>21232863-EFT</u>			and totaling	<u>103.37</u>

August 2017

Voucher (check) numbers	<u>25075</u>	through	<u>25175</u>	and totaling	<u>298,681.47</u>
Payroll check numbers:	<u>25176</u>	through	<u>25196</u>	and totaling	<u>45,555.83</u>

17-58 Larry Helm moved to approve the Scopes of Work for the CREP TA and Cost-share; Implementation; and Livestock TA grants. Joe Heller seconded the motion. The motion passed.

17-59 Larry Helm moved to authorize a \$12,500 Basic Allocation from the WSCC Implementation Grant for FY18. Joe Heller seconded the motion. The motion passed.

17-60 Joe Heller move to approve Resolution 17-01 FY18-19 Whatcom Conservation District WSCC Cost-share Policy as is with no change from the prior biennium. Theresa Sygitowicz seconded the motion. The motion passed.

17-61 Joe Heller moved to approve funding \$200 for the table at the NW Washington Fair. Larry Helm seconded the motion. The motion passed.

XIII. Adjournment.

There being no further business before the meeting, Theresa Sygitowicz moved to adjourn the meeting at 4:11 p.m. Larry Davis seconded the motion. The motion passed.

The meeting, on motion duly made, seconded and carried, adjourned at 4:11 p.m.

Dated: December 28, 2017

Dawn Bekenyi, Administrative Assistant

Approved: _____