

**WHATCOM CONSERVATION DISTRICT
Public Meeting Minutes
February 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 February 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
Heather Christianson

Larry Davis, Vice-Chair
Theresa Sygitowicz

Also in attendance were:

George Boggs, Executive Director
Dawn Bekenyi, Admin. Assistant
Corina Cheever, Resource Coordinator
Lea Shields, Dept of Ecology
Jim Bucknell, RH2 Engineering
Cierra Jack

Alex Hall, NRCS staff
Chris Clark, District Engineer
G David Bock
Sam Merrick, Dept of Ecology
Eric Hirst
Doug Allen, Dept of Ecology

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 financial report and accounts payable. 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 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 Helm seconded the motion. The motion passed.

The following voucher/warrants are approved for payment:

Jan 2018 - balance					
Voucher (check) numbers	25593	through	25636	and totaling	72,622.65
Payroll check numbers:	25637	through	25656	and totaling	42,618.75
February 2018					
Voucher (check) numbers	25657	through	25660	and totaling	19,753.63

VI. Meet new Ecology Inspectors/Discuss MOU.

Doug Allen, Department of Ecology, introduced the new non-point pollution inspectors, Ms. Lea Shields and Ms. Sam Merrick. Each person gave the board their background.

Doug was working with the state Ecology office and the Whatcom Conservation District on a Memorandum of Understanding (MOU). The process has stalled out. The Board offered comments on the draft MOU. Larry Helm would like to reconvene the committee to review the MOU.

Theresa Sygitowicz moved to send the draft MOU with Board comments back to the MOU Committee with no action at this time. Larry Helm seconded the motion. The motion passed.

VII. Implementing the Hirst Legislature Fix.

George gave a presentation on the Hirst Legislature Fix. There was discussion regarding the current Water Caucus and the slow process in place now. With the new legislative fix there is a set timeline to complete a plan. There was discussion about what the new process could look like and what role, if any, the Whatcom Conservation District could have in it.

Theresa Sygitowicz moved to authorize George to write a letter to Gary Soyko explaining the Whatcom Conservation District's strengths and options to assist with the watershed planning process. Larry Davis seconded the motion. The motion passed.

VIII. Board Signature Requirements Information.

Corina Cheever reviewed with the Board the different types of farm plans and which ones required Board approval and signature and which ones do not.

IX. Action Items.

A. Approval of Conservation Plans.

Dairy Nutrient Management Plan (DNMP) Approval –

There were two Dairy Nutrient Management Plans submitted for Board approval. Staff recommended approval of both plans. Each contained the necessary elements prescribed by the Conservation Commission. Each operator has signed their respective plan, indicating that it accurately reflects his operation and agrees to its implementation.

Larry Davis moved to approve the Dairy Nutrient Management Plans for Corby Groen (Hidden Acres Organic Dairy) and Peter Vlas (Vlas Dairy LLC). Theresa Sygitowicz seconded the motion. The motion passed.

Critical Areas Ordinance (CAO) Conservation Farm Plan Approval –

Staff completed an inventory and farm plan for Ebe Farms. It fulfilled the requisite elements for that type of plan. Staff recommended Board approval.

Theresa Sygitowicz moved to approve the Critical Areas Ordinance Conservation Farm Plan for Ebe Farms. Larry Helm seconded the motion. The motion passed.

B. Approval of Contracts.

Washington Association of Conservation Districts (WACD) –

The WACD is seeking Andrew Phay's services with their website.

Larry Helm moved to approve the agreement for Andrew Phay's Technical Assistance to the Washington Association of Conservation Districts. Larry Davis seconded the motion. The motion passed.

C. Livestock Cost-share Awards & Adding to the List.

The Washington State Conservation Commission (WSCC) asked Conservation Districts to provide a list of three priority projects to be funded. All Shellfish Areas are eligible from this source with the deadline for implementation of June 30, 2019. Staff provided a list for Board review.

Theresa Sygitowicz moved to approve the priority list and seek cost-share assistance for Glen Laird and Sherm Polinder, in the amount of \$50,000 each. Larry Davis seconded the motion. The motion passed.

These projects are for the first draw of cost-share recipients. The Conservation Commission will make other draws. Conservation Districts can put more projects into the system for consideration. Larry Helm, Theresa Sygitowicz and Chris Clark are the committee to review cost-share applications.

Theresa Sygitowicz moved to authorize the Livestock Cost-share Committee to add additional projects into the system. Larry Davis seconded the motion. The motion passed.

D. Approve WSCC Grant Addendums.

The Whatcom Conservation District administers a number of grants for the Washington State Conservation Commission (WSCC). The WSCC wants to contribute \$20,000 for scholarships to Conservation District employees and supervisors to attend the 2018 WADE training.

Additionally, the WSCC asked Conservation Districts to provide a list of three priority projects to be funded. This funding is available through the Natural Resource Investments Funds (previously known as non-shellfish). All of WRIA 1 are eligible from this source with the deadline for implementation of June 30, 2019.

Ranked projects were requested January 18, 2018, with an entry deadline of January 25th. The livestock, riparian and engineering team responded to the Commission's request for a prioritized list using previously adopted guidance and their best professional judgement. Three projects were submitted and the WSCC has awarded the funds to two projects.

Larry Davis moved to approve the WSCC Grant Addendums for WADE 2018 training for \$20,000 and for the Natural Resources Investments Cost-share program with funding for Art VanderWaal and Larry Plagerman for \$50,000 cost-share with \$12,500 for technical assistance for each project. Larry Helm seconded the motion. The motion passed.

E. 2018 Plant Sale Project Budget.

Emily Hirsch provided a draft budget for the Plant Sale for Board review and approval.

Theresa Sygitowicz moved to approve that the Whatcom Conservation District have a Plant Sale and approved the proposed budget. Larry Helm seconded the motion. The motion passed.

F. Establish Short-Term Cash Fund.

Once a year the District holds its native plant sale. Cash transactions are welcome. To facilitate these, staff require cash on hand to make change starting with the pre-sale (January) through the surplus sale of plants following the plant sale weekend (March).

Theresa Sygitowicz moved to approve the creation of a Short Term Cash Fund for the exclusive purpose of making change for the purchase of plants or other District items for sale at the District's Annual Native Plant Sale. It may not be used to cash checks or make purchases. The amount of cash for the fund shall be at staff discretion but may not exceed \$600.00. The term of the Short Term Cash Fund will be effective from January 1

through April 30 annually, to be established as needed. Larry Davis seconded the motion. The motion passed.

G. Sound Horsekeeping.

Sound Horsekeeping is a successful program started by the Snohomish Conservation District. Staff are excited to bring this program to Whatcom County and recognize local equine operations which have developed a farm plan and are implementing best management practices. Corina Cheever provided some information on the program to the Board.

X. Other Business.

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

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

Alex reported that their team met and discussed their workload. There will be a roundtable with Roylene Rides at the Door to discuss any staffing issues. George Boggs will write a letter regarding the need for a five-year TSP to assist with workload planning.

B. Supervisor Reports.

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

Larry Davis – Larry reported that he will be attending the NACD annual meeting in Nashville. Larry is the WACD alternate National Director for Doug Rushton. Larry will attend the “fly in” in Washington DC, so will not be able to attend the normally scheduled April board meeting.

Larry Helm moved to change the April Board meeting date to April 26 at 1:00 p.m. Theresa Sygitowicz seconded the motion. The motion passed.

C. George Boggs, Executive Director.

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

D. Chris Clark.

Funds have been given to the Washington State Conservation Commission to administer for Distiller projects. There was discussion regarding the different types of projects and the potential for the use of those funds. Chris reported that staff have drafted the preliminary parts (NRCS practices) that RCPP project would cover for the project.

Larry Davis moved to authorize staff to pursue RCPP funding for cost-share projects. Larry Helm seconded the motion. The motion passed.

XI. Record of Board Actions.

18-9 Larry Davis moved to approve the consent agenda: 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 Helm seconded the motion. The motion passed.

The following voucher/warrants are approved for payment:

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February 2018					

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- 18-10 Theresa Sygitowicz moved to send the draft MOU with Board comments back to the MOU Committee with no action at this time. Larry Helm seconded the motion. The motion passed.**
- 18-11 Theresa Sygitowicz moved to authorize George to write a letter to Gary Soyko explaining the Whatcom Conservation District's strengths and options to assist with the watershed planning process. Larry Davis seconded the motion. The motion passed.**
- 18-12 Larry Davis moved to approve the Dairy Nutrient Management Plans for Corby Groen (Hidden Acres Organic Dairy) and Peter Vlas (Vlas Dairy LLC). Theresa Sygitowicz seconded the motion. The motion passed.**
- 18-13 Theresa Sygitowicz moved to approve the Critical Areas Ordinance Conservation Farm Plan for Ebe Farms. Larry Helm seconded the motion. The motion passed.**
- 18-14 Larry Helm moved to approve the agreement for Andrew Phay's Technical Assistance to the Washington Association of Conservation Districts. Larry Davis seconded the motion. The motion passed.**
- 18-15 Theresa Sygitowicz moved to approve the priority list and seek cost-share assistance for Glen Laird and Sherm Polinder, in the amount of \$50,000 each. Larry Davis seconded the motion. The motion passed.**
- 18-16 Theresa Sygitowicz moved to authorize the Livestock Cost-share Committee to add additional projects into the system. Larry Davis seconded the motion. The motion passed.**
- 18-17 Larry Davis moved to approve the WSCC Grant Addendums for WADE 2018 training for \$20,000 and for the Natural Resources Investments Cost-share program with funding for Art VanderWaal and Larry Plagerman for \$50,000 cost-share with \$12,500 for technical assistance for each project. Larry Helm seconded the motion. The motion passed.**
- 18-18 Theresa Sygitowicz moved to approve that the Whatcom Conservation District have a Plant Sale and approved the proposed budget. Larry Helm seconded the motion. The motion passed.**
- 18-19 Theresa Sygitowicz moved to approve the creation of a Short Term Cash Fund for the exclusive purpose of making change for the purchase of plants or other District items for sale at the District's Annual Native Plant Sale. It may not be used to cash checks or make purchases. The amount of cash for the fund shall be at staff discretion but may not exceed \$600.00. The term of the Short Term Cash Fund will be effective from January 1 through April 30 annually, to be established as needed. Larry Davis seconded the motion. The motion passed.**
- 18-20 Larry Helm moved to change the April Board meeting date to April 26 at 1:00 p.m. Theresa Sygitowicz seconded the motion. The motion passed.**
- 18-21 Larry Davis moved to authorize staff to pursue RCPP funding for cost-share projects. Larry Helm seconded the motion. The motion passed.**

XII. Adjournment.

There being no further business before the meeting, Larry Davis moved to adjourn the meeting at 3:20 p.m. Larry Helm seconded the motion. The motion passed.

The meeting, on motion duly made, seconded and carried, adjourned at 3:20 p.m.

Dated: April 27, 2018

Approved: _____
Dawn Bekenyi, Administrative Assistant