

**WHATCOM CONSERVATION DISTRICT
Board of Supervisor Regular Meeting**

1:00 PM
January 17, 2019

MINUTES

Conference Room
6975 Hannegan Rd

CALL TO ORDER

Chair Davis called the meeting to order at 1:00 PM.

BOARD AND ADMINISTRATIVE STAFF PRESENT

Board Members

Larry Davis, Chair
Heather Christianson, Vice-Chair
Suzzi Snyder, Treasurer
Theresa Sygitowicz
Alan Chapman

Administrative Staff

George Boggs, Executive Director
Andrew Phay, GIS/IT Specialist

PUBLIC HEARINGS

OPEN SESSION (In person or written)

- Valeri Wade introduced herself as a candidate for board member at the District's next election. She thanked board for the opportunity to be here
- Sandy Robson wrote to the Board encouraging it to pay to advertise the election of Facebook. The Executive Director was asked to respond describing why this method wasn't used.

CONSENT AGENDA

It WAS MOVED BY DAVIS AND SECONDED BY SIGITOWITCZ TO APPROVE THE CONSENT AGENDA ITEMS 1, 2, 3 & 4 WITH THE ITEMS 5, 6, 7 & 8 TO BE PLACED ON THE REGULAR BUSINESS AGENDA, MOTION PASSED (5-0).

1. Request approval of Minutes from December 20, 2018 meeting of the board.
2. Request approval of December 2018 Financial Report.
3. Request ratification of December Accounts Paid as within FY2019 Budget.
4. Request approval of Employee Step Increase for Livestock Team Coordinator Corina Cheever from C2 Step 4 to C2 Step 5.

REGULAR BUSINESS AGENDA

CA-5 Request approval of Farm Plans.

This agenda item was introduced by Executive Director Boggs. Staff recommend adoption as it meets all County Critical Areas requirements and landowner goals. Following discussion,

It WAS MOVED BY SIGITOWITZ, SECONDED BY SNYDAR TO:

Approve the smit's compost farm plan without modification.

MOTION CARRIED (5-0)

- CA-6 Request extension of the current agreement between the District Nooksack Salmon Enhancement Assn. (NSEA) and Tenmile Project.

This agenda item was introduced by Executive Director Boggs. Through this agreement, District staff assist the Tenmile landowners with stormwater education and outreach; and administers the payment for water quality sampling. NSEA is desirous to transfer its remaining funds to the District so that these activities can extend another year. This agreement is consistent with and advances the District Plans of Work.

It WAS MOVED BY SIGITOWITZ, SECONDED BY SNYDAR TO:

Approve the contract extension without modification,

MOTION CARRIED (5-0)

- CA-7 Request approval agreement with Tillamook County Creamery Association (TCCA) for adapting the Yakima Air Quality Score sheet.

This agenda item was introduced by Executive Director Boggs. The District's Research Team Coordinator, Nichole Embertson, PhD, was originally recruited to assist our Dairy Producers to meet anticipated air quality regulations. While these were not imposed in the Puget Sound Airshed, they were in and around Yakima. Dr. Embertson helped the Dairy Farmers there meet those requirements through a self-assessment tool (Yakima Air Quality Score Sheet). TCCA would like to contract for Dr. Embertson's assistance in adapting the tool for their dairy producers. Dr. Embertson recommends that the District do this as the Tillamook climatic conditions are very similar to Whatcom's. The tool she develops for Tillamook could be used by our producers.

It WAS MOVED BY CHAPMAN, SECONDED BY SIGITOWITCZ TO:

Approve the agreement without modification,

MOTION CARRIED (5-0)

- CA-8 Request award of 2019 Conservation Leadership Award to Roderick Perry, Clearbrook Farm.

This agenda item was introduced by Executive Director Boggs. Rod Perry's family has maintained one of the longest, continuous weather station in the State. This information has been critical to delivering effective nutrient management advice to the County's dairy producers. He has worked cooperatively with and supported the District throughout his career including installing one of the first CREP projects and, later expanding it. Staff recommend recognizing Mr. Perry.

It WAS MOVED BY DAVIS, SECONDED BY SIGITOWITCZ TO:

Bestow upon Roderick Perry and Clearbrook Farm the District's 2019 Conservation Leadership Award.

MOTION CARRIED (5-0)

1. Public Comment at Board Meetings Policy.

This matter was introduced by Chairman Davis. While the District's chair has authority and obligation to manage meetings to facilitate inclusive, effective and efficient meeting by managing

who and when members of the public can speak, he believes having this made clear through a policy and on the District's agenda will advance this in a transparent, non-biased manner.

It WAS MOVED BY DAVIS, SECONDED BY SIGITOWITCZ TO:

Advance this policy for a public hearing and action,

MOTION CARRIED (5-0)

AA 1. Consent Agenda Policy

This matter was introduced by Chairman Davis. Consent agendas are a tool to maximize the amount of meeting time for Supervisors to focus upon and use their judgement to resolve matters of controversy, policy or not previously addressed through the District's Plans of Work. Routine reports, ministerial and non-controversial matters are to be placed on the Consent Agenda by the Chair and Executive Director. They may be pulled for independent discussion and action. This matter had been discussed at the last meeting though the written policy had not been presented.

It WAS MOVED BY DAVIS, SECONDED BY SIGITOWITCZ TO:

Dispense with the first reading and consider this policy as a second reading,

MOTION CARRIED (5-0)

It WAS MOVED BY DAVIS, SECONDED BY CHAPMAN TO:

Advance this policy for a public hearing and action,

MOTION CARRIED (5-0)

Request approval to create a Fire Preparedness Position.

This agenda item was introduced by Executive Director Boggs. Pursuant to Board direction, funding was sought to fund a fire preparedness program. The County Council recommended that the County Budget include \$25,000 per year for two years. Coincidentally, Skagit Conservation District received \$60,000 per year for two years for the same purpose. There is an existing Interlocal Agreement with Skagit Conservation District to share employees and reimburse the lending District for wages and mileage. Since we have a most qualified professional on staff to deliver fire preparedness activities to the two districts and Skagit Conservation District is agreeable to share a position, the Executive Director recommends the District create a fire preparedness position and transfer the current HIP coordinator to it. We would hire a qualified professional to fill the vacant HIP position.

It WAS MOVED BY DAVIS, SECONDED BY SIGITOWITCZ TO:

Create a new position to deliver fire preparedness program and share an employee with Skagit CD.

MOTION CARRIED (5-0)

2. Review Governor's Budget and District primary talking points for Legislative Days.

This agenda item was introduced by Executive Director Boggs. He reviewed the Governor's Budget for Washington State Conservation Commission and its Budget request items with the Board in anticipation of Board member upcoming meetings with legislators. The Governor's

3. Review 2018-2019 Budget Performance
4. Review Draft Timeline, Milestones and Staff/Supervisor assignment/roles in developing next Annual Plan of Work, 2019-2020 Budget and update to existing Long Range Plan of Work

Update by Alex Hall, NRCS on NRCS funding

Review 2018-2019 Budget Performance.

Review Draft Timeline, Milestones and Staff/Supervisor assignment/roles in developing next 2019-20 Annual Plan of Work, 2019-20 Budget and update to current Long Range Plan of Work.

INTRODUCTION ITEMS

None.

COMMITTEE REPORTS, OTHER ITEMS AND BOARD MEMBER UPDATES

Supervisor Davis and Executive Director Boggs referred the Board to the written reports provided previously.

Supervisors Chapman, Christianson and Sygitowicz updated the Board.

The current District Committees and membership are to be reviewed at the March Board meeting.

Record of Board Actions.

- 19-01 It WAS MOVED BY SIGITOWITZ, SECONDED BY SNYDAR TO:** Approve the smit's compost farm plan without modification. **MOTION CARRIED (5-0)**
- 19-02 It WAS MOVED BY SIGITOWITZ, SECONDED BY SNYDAR TO:** Approve the Nooksack Salmon Enhancement Assn. (NSEA) and Tenmile Project contract extension without modification, **MOTION CARRIED (5-0)**
- 19-03 It WAS MOVED BY CHAPMAN, SECONDED BY SIGITOWITCZ TO:** Approve the Tillamook County Creamery Association (TCCA) agreement without modification, **MOTION CARRIED (5-0)**
- 19-04 It WAS MOVED BY DAVIS, SECONDED BY SIGITOWITCZ TO:** Bestow upon Roderick Perry and Clearbrook Farm the District's 2019 Conservation Leadership Award. **MOTION CARRIED (5-0)**
- 19-05 It WAS MOVED BY DAVIS, SECONDED BY SIGITOWITCZ TO:** Advance the Public Comment at Board Meetings Policy for a public hearing and action, **MOTION CARRIED (5-0)**
- 19-06 It WAS MOVED BY DAVIS, SECONDED BY SIGITOWITCZ TO:** Dispense with the first reading and consider the Consent Agenda Policy as a second reading, **MOTION CARRIED (5-0)**
- 19-07 It WAS MOVED BY DAVIS, SECONDED BY CHAPMAN TO:** Advance the Consent Agenda Policy for a public hearing and action, **MOTION CARRIED (5-0)**

19-08 It WAS MOVED BY DAVIS, SECONDED BY SIGITOWITCZ TO: Create a new position to deliver fire preparedness program and share an employee with Skagit CD. **MOTION CARRIED (5-0)**

Adjournment.

There being no further business before the meeting, Theresa moved to adjourn the meeting at 3:53 p.m. Alan seconded the motion. The motion passed.

The meeting, on motion duly made, seconded and carried, adjourned at **3:53** p.m.

Dated: ____/____/____

Andrew Phay, GIS/IT

Approved: _____