

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

1:00 PM  
July 19, 2019

**MINUTES**

Conference Room  
6975 Hannegan Rd

**CALL TO ORDER**

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

**BOARD AND ADMINISTRATIVE STAFF PRESENT**

*Board Members*  
Heather Christianson, Chair  
Suzzi Snyder, Vice-Chair  
Alan Chapman  
Valeri Wade

*Administrative Staff & Others in Attendance*  
George Boggs, Executive Director  
Dawn Bekenyi, District Clerk/Auditor  
Karen Hood

**PUBLIC HEARINGS**

None.

**OPEN SESSION (In person or written)**

A resident came in to discuss her concerns about local berry producer spraying fungicide and pesticides on their crops. She has been to many agencies to talk about the matter. She did not get any satisfaction from them about what and how producers apply the chemicals and the drift issue. She wanted to bring the issue to the Board. Notice of application would be appreciated. George will send her a contact at Washington State Department of Ag, Red Raspberry Commission and local Watershed Improvement District (WID) to discuss the matter.

**CONSENT AGENDA**

**It WAS MOVED BY DAVIS AND SECONDED BY WADE TO APPROVE THE FOLLOWING CONSENT AGENDA ITEMS. MOTION CARRIED (5-0).**

1. Request approval of Minutes from June 24, 2019 meeting of the board with edits.
2. Request approval of June 2019 Financial Reports.
3. Request ratification of June Accounts Paid as within FY2019 Budget.

**REGULAR BUSINESS AGENDA**

Other Items

1. Review/revise/approve Board Agenda Item Request Form.  
George sent a draft Board Agenda Item Request Form to the Board. Heather provided another format that provided more detail. It was decided to make it a fillable form. There was discussion about the use of the form and if it should be made available to the general public for use. It was decided to utilize the Agenda Item Form for internal Board use. Staff and the Board will continue to look at a potential public application of the form. The Board will review the internal use of the form at their September meeting.
2. Review draft State Conservation Commission Proposed Scopes of Work for Implementation, CREP and Livestock grants with Authorization to submit as may be modified as "Board approved."

The Whatcom Conservation District received funding for two Task Orders. George reviewed the

activities under the Annual Plan of Work and budget and the Scopes of Work for Task Orders. Discussed details of how Task Orders work.

**IT WAS MOVED BY DAVIS. SECONDED BY WADE:  
To approve Task Order 20-04-TP2 (Technical Assistance to NRCS).  
MOTION CARRIED (5-0)**

**IT WAS MOVED BY DAVIS. SECONDED BY SNYDAR:  
To approve Task Order 20-04-TP1 (CTD Soils Health Class).  
MOTION CARRIED (5-0)**

George reviewed the progress on the Livestock grant funds allocation. An application has been generated for funding. George briefly shared what the Washington State Conservation Commission may use to prioritize or rank funding allocations.

**IT WAS MOVED BY SNYDAR. SECONDED BY DAVIS:  
To authorize staff to develop a Scope of Work for the Livestock program as outlined for submittal to the Washington State Conservation Commission for funding.  
MOTION CARRIED (5-0)**

Board wanted to see how all the parts fit together.

George reviewed initial allocations for CREP program Scope of Work. Initial allocation of funds for July through September have been received. The final grant allocations should be made in September.

**IT WAS MOVED BY DAVIS. SECONDED BY SNYDAR:  
To approve the Scope of Work for the CREP program for submittal to the Washington State Conservation Commission for funding with adjustments due to funding allocations as needed.  
MOTION CARRIED (5-0)**

George reviewed the Implementation Grant Scope of Work.

**IT WAS MOVED BY DAVIS. SECONDED BY WADE:  
To approve the Scope of Work for the Implementation program for submittal to the Washington State Conservation Commission for funding as outlined with the three major activities under Task 1.  
MOTION CARRIED (5-0)**

George discussed the Orca Funding earmark on the Implementation funds. Staff proposed the idea of conducting a survey to gather a list of projects for fish screens on water withdrawals as a potential use for the funding. The Board suggested that a contaminant issue associated with storm water could be addressed locally for ag practices, as well. After some discussion it was decided do the fish screen project, step one is a survey of interest.

**IT WAS MOVED BY CHAPMAN. SECONDED BY DAVIS:  
To approve the Scope of Work for the Implementation grant of \$11,111 (Orca funds) to gather needed information to install projects that will assist producers to comply with fish screening requirements on water withdrawals on the Nooksack River main stem within the ag production area to produce a list of potential future fish screen projects.  
MOTION CARRIED (5-0)**

3. FY20-21 Cost-share Policy.  
Reviewed modification of the Cost-Share policy to bring into line with the Washington State Conservation Commission contract and policy manual.

**IT WAS MOVED BY DAVIS. SECONDED BY WADE.  
To approve the revised Resolution 19-1 FY20-21 Cost-share Policy.  
MOTION CARRIED (5-0)**

4. Review Current Whatcom County Pollution Identification and Correction (PIC) Contract for authorization to develop a similar scope of work for the new contract.

George explained that the scope of work should be coming this week. It is the same scope of work as last contract. The contract will end earlier than anticipated, due to limited funds.

**IT WAS MOVED BY DAVIS. SECONDED BY SNYDAR:  
To approve the Whatcom County Pollution Identification and Correction (PIC) Contract so long as it is substantially as presented and authorize the Chair to sign the contract.  
MOTION CARRIED (4-0)**

5. Review Fiscal Year 2019 Performance and Update on FY 2020 prospects.  
George reviewed the past year's budget and the proposed budget for the upcoming fiscal year. George shared the Smartsheets program and how it could work for the Conservation District. The Board approved purchase of 3 licenses to get it set up to see if it fit the District's needs.
6. Consider Potential Resolutions for the October WACD Area meeting.  
There was discussion regarding potential resolutions to bring before the Washington Association of Conservation District's (WACD's) NW Area meeting in October. Larry Davis reported that he drafted a revised format for official use of resolutions for WACD. Two proposed resolution topics were discussed; Conservation District elections and directing WACD to set up policies on how it operates. No resolutions were forthcoming at this time.

WACD Executive Director search. There was discussion about the interaction between the WACD Board and their Executive Director.

George shared some upcoming event dates with the Board. August tour for Legislature – August 20, 2019 10 am – 3 pm. Potluck on August 13 – noon to 1 pm.

7. Continue Review the Action Registers from the Commission facilitated meetings between the Executive Director and certain Board members.

Progress on activities was discussed. The Policy Committee received the information that they requested from other Conservation Districts. The Committee will set up a meeting time to discuss.

To process with the Action Register, Board will provide feedback and list their priorities for activities to work on in the list.

## **INTRODUCTION ITEMS**

None.

## **COMMITTEE REPORTS, OTHER ITEMS AND BOARD MEMBER UPDATES**

Written Board reports provided by Alan Chapman and Larry Davis.

Valeri Wade reported that she had contact with Erick Davidson, Blaine Council Person that would like to connect with the Conservation District about potentially working together as they expand their activities.

Heather Christianson brought up the subject of the Nooksack Tribe's request to rename Squaw Creek. Discussion on the Conservation District's official stand on the matter will be added to the August Board meeting agenda.

#### **Record of Board Actions.**

**19-39 It WAS MOVED BY DAVIS AND SECONDED BY WADE TO APPROVE THE FOLLOWING CONSENT AGENDA ITEMS. MOTION CARRIED (5-0).**

1. Request approval of Minutes from June 24, 2019 meeting of the board with edits.
2. Request approval of June 2019 Financial Reports.
3. Request ratification of June Accounts Paid as within FY2019 Budget.

**19-40 IT WAS MOVED BY DAVIS. SECONDED BY WADE:  
To approve Task Order 20-04-TP2 (Technical Assistance to NRCS).  
MOTION CARRIED (5-0)**

**19-41 IT WAS MOVED BY DAVIS. SECONDED BY SNYDAR:  
To approve Task Order 20-04-TP1 (CTD Soils Health Class).  
MOTION CARRIED (5-0)**

**19-42 IT WAS MOVED BY SNYDAR. SECONDED BY DAVIS:  
To authorize staff to develop a Scope of Work for the Livestock program as outlined for  
submittal to the Washington State Conservation Commission for funding.  
MOTION CARRIED (5-0)**

**19-43 IT WAS MOVED BY DAVIS. SECONDED BY SNYDAR:  
To approve the Scope of Work for the CREP program for submittal to the Washington  
State Conservation Commission for funding with adjustments due to funding allocations  
as needed.  
MOTION CARRIED (5-0)**

**19-44 IT WAS MOVED BY DAVIS. SECONDED BY WADE:  
To approve the Scope of Work for the Implementation program for submittal to the  
Washington State Conservation Commission for funding as outlined with the three major  
activities under Task 1.  
MOTION CARRIED (5-0)**

**19-45 IT WAS MOVED BY CHAPMAN. SECONDED BY DAVIS:  
To approve the Scope of Work for the Implementation grant of \$11,111 (Orca funds) to  
gather needed information to install projects that will assist producers to comply with fish  
screening requirements on water withdrawals on the Nooksack River main stem within the  
ag production area to produce a list of potential future fish screen projects.  
MOTION CARRIED (5-0)**

**19-46 IT WAS MOVED BY DAVIS. SECONDED BY WADE.  
To approve the revised Resolution 19-1 FY20-21 Cost-share Policy.  
MOTION CARRIED (5-0)**

**19-47 IT WAS MOVED BY DAVIS. SECONDED BY SNYDAR:  
To approve the Whatcom County Pollution Identification and Correction (PIC) Contract so  
long as it is substantially as presented and authorize the Chair to sign the contract.  
MOTION CARRIED (4-0)**

#### **Adjournment.**

**IT WAS MOVED BY SNYDAR. SECONDED BY DAVIS:**

**to adjourn the meeting at 4:40 pm.  
MOTION CARRIED. (5-0)**

**There being no further business before the meeting, adjourned the meeting at 4:40 p.m.**

The meeting adjourned at 4:40 p.m.

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Dawn Bekenyi, District Auditor