

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

1:00 PM
November 12, 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
Larry Davis, Secretary/Treasurer
Alan Chapman
Valeri Wade

Administrative Staff & Others in Attendance
George Boggs, Executive Director
Dawn Bekenyi, District Clerk/Auditor
Aneka Sweeney, Outreach Coordinator
Alex Hall, NRCS

NRCS Report.

Alex gave a report.

PUBLIC HEARINGS

Hearing on setting date, time, place and manner of an election to fill a Whatcom Conservation District Supervisor’s term.

George provided background. Conservation District’s elections are out of RCW 89.08. Must have one polling site, open for 4 hours minimum with two polling officers. Must provide absentee ballots to anyone asking for one.

The Board asked staff to check with auditor’s office on use of their ballot drop boxes. There was discussion regarding the election process and the best way to address community concerns with the timeframe and legal requirements allowed.

IT WAS MOVED BY DAVIS AND SECONDED BY SNYDAR to approve the Election Resolution as presented:

Conservation District - **Whatcom CD**
Election Date – **March 24, 2020**
Election Method – **Poll site & mail-in (upon request each election year)**
Time polls open – **9:00 am**
Time polls close – **6:00 pm**
Election Physical Address, location – **In-person election at Whatcom CD office, 6975 Hannegan Road, Lynden, WA or Mail-in ballot election by request only.**
Candidate filing deadline – **January 10, 2020, 4:00 pm**
Candidate filing location – **Whatcom CD office, 6975 Hannegan Road, Lynden, WA**
Absentee ballot requests deadline – **February 7, 2020, 4:00 pm**
Location where voters can request or pick up absentee ballots (address) – **Whatcom CD office, 6975 Hannegan Rd, Lynden, WA. Mail-in ballot election by request only. Voters can request ballots in-person or on the Whatcom CD website election page. Return mail-in ballots by mail, in-person, or at the drop box located at the front of the building at the WCD Office. Ballots will be mailed out after the Absentee Ballot Request Deadline and not available for pick up.**
Elected position – Supervisor up for election – **Heather Christianson**
Appointed position – **Suzzi Snyder**
Election Supervisor (person at the CD responsible for the election) – **Dawn Bekenyi**
Election Supervisor email – **dlb@whatcomcd.org**

Election Supervisor phone – **360-526-2381 x 101**
with an Election Wrap Up meeting scheduled for the April 2020 Board meeting to review the 2020 Election process and seek feedback.
MOTION CARRIED. (4-0 Christianson abstained.)

OPEN SESSION (In person or written)

None.

CONSENT AGENDA

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

1. Request approval of Minutes from September 23, 2019 and October 28, 2019 meeting.
2. Request authorization for the District Chair to enter into Standard form CREP State Reimbursement contracts with the following landowners:
 - a. Bellewood Acres Inc
3. Request step increase for R. O'Connor with corresponding pay adjustment.
4. Approve agreement and Pictometry subscription for \$2,223.48 split over two years.

REGULAR BUSINESS AGENDA

Other Items

1. Review proposed draft scopes of work and authorize Chair to execute final agreements.
 This is a proposal to continue agreements that have been in place for years. Aneka is firming up the scope of work for activities and budgets for continuing the following programs into 2020.
 - a. City of Lynden 2020 – The original agreement was in 2015, Aneka reported on activities with NPDES stormwater and outreach for City of Lynden.

IT WAS MOVED BY CHAPMAN. SECONDED BY DAVIS:

To approved the agreement with City of Lynden for approval of Board signature as long as the contract is substantially the same as outlined.

MOTION CARRIED. (5-0)

- b. Whatcom Co BBWARM 2020 (Terrell Creek) –
 Aneka reviewed the proposed program scope of work for 2020.

IT WAS MOVED BY DAVIS. SECONDED BY SNYDAR:

To approve the agreement with BBWARM for the Terrell Creek Watershed for Board signature upon receipt of the final agreement.

MOTION CARRIED. (5-0)

- c. Whatcom PIC Outreach 2020
 Aneka reviewed that the Whatcom County PIC Outreach program scope of work for 2020.

IT WAS MOVED BY DAVIS. SECONDED BY SNYDAR:

To approve the 2020 Whatcom County PIC Outreach program for Board signature upon receipt of the final agreement.

MOTION CARRIED. (5-0)

2. Respond to State Conservation Commission Election Survey.
 Completed WSCC Election Survey and submitted.
3. Review Area Resolutions advancing to the December WACD Area meeting.
 Larry discussed WACD Dues resolution. One vote one District being brought forward.

There was discussion regarding the dues structure and value perceived of the association. Whatcom Conservation District is in favor of the status quo on dues structure with value added from the Association. WACD can verify their value with the reorganization. Second option of uniform rate. WACD should show conservation districts that the Association is worth funding.

IT WAS MOVED BY DAVIS.

To approve status quo on dues structure with some feedback on where Washington Association of Conservation Districts (WACD) is unless they make a compelling case to change the dues structure.

MOTION DIED DUE TO LACK OF A SECOND.

After discussion, it was decided that the Supervisor's would vote as they chose based upon discussion at the WACD Annual meeting.

Discussed Board participation and George's attendance on one day at WACD annual meeting in Tacoma.

4. Review/Revise/Adopt/Reject Governance Culture Policies.
Defer the Governance policies at this time.

INTRODUCTION ITEMS

None.

COMMITTEE REPORTS, OTHER ITEMS AND BOARD MEMBER UPDATES

Rates and Charge Update –

George met with Aneka. They are developing power point and talking points on the Whatcom Conservation District and programs for public outreach. They are also outlining work on a Rates and Charge process. George will have a draft newsletter and talking points for the Board at the December board meeting.

He reviewed how they are gathering information on existing and proposed programs and the budget necessary to for the Conservation District to do this additional work to show what we can provide to the public. After the work plan is developed then the district will need to conduct outreach to groups, such as WIDs. Soliciting from community groups what they would like us to do within our programs.

Written Board reports provided by Alan Chapman and Larry Davis.

Record of Board Actions.

19-58 IT WAS MOVED BY DAVIS AND SECONDED BY SNYDAR to approve the Election

Resolution as presented:

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Election Supervisor email – **dlb@whatcomcd.org**

Election Supervisor phone – **360-526-2381 x 101**

with an Election Wrap Up meeting scheduled for the April 2020 Board meeting to review the 2020 Election process and seek feedback.

MOTION CARRIED. (4-0 Christianson abstained.)

19-59 IT WAS MOVED BY DAVIS AND SECONDED BY CHAPMAN TO APPROVE THE FOLLOWING CONSENT AGENDA ITEMS. MOTION CARRIED (5-0).

1. Request approval of Minutes from September 23, 2019 and October 28, 2019 meeting.
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**19-60 IT WAS MOVED BY CHAPMAN. SECONDED BY DAVIS:
To approved the agreement with City of Lynden for approval of Board signature as long as the contract is substantially the same as outlined.
MOTION CARRIED. (5-0)**

**19-61 IT WAS MOVED BY DAVIS. SECONDED BY SNYDAR:
To approve the agreement with BBWARM for the Terrell Creek Watershed for Board signature upon receipt of the final agreement.
MOTION CARRIED. (5-0)**

**19-62 IT WAS MOVED BY DAVIS. SECONDED BY SNYDAR:
To approve the 2020 Whatcom County PIC Outreach program for Board signature upon receipt of the final agreement.
MOTION CARRIED. (5-0)**

Adjournment.

**IT WAS MOVED BY DAVIS. SECONDED BY SNYDAR:
to adjourn the meeting at 4:21 pm.
MOTION CARRIED. (5-0)**

There being no further business before the meeting, adjourned the meeting at 4:21 p.m.

The meeting adjourned at 4:21 p.m.

Dawn Bekenyi, District Auditor