

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

9:00 AM  
April 26, 2021

District Office – virtual meeting  
6975 Hannegan Rd

**MEETING SUMMARY**

**CALL TO ORDER**

Chair Christianson called the meeting to order at 9:00 AM.

**BOARD AND ADMINISTRATIVE STAFF PRESENT**

*Board Members*

- Heather Christianson, Chair
- X Suzzi Snyder, Vice-Chair
- X Larry Davis, Secretary/Treasurer
  
- X Alan Chapman
  
- X Valeri Wade

*Administrative Staff & Others in Attendance*

- X George Boggs, Executive Director
- X Dawn Bekenyi, District Clerk/Auditor
- X Frank Corey, Riparian Habitat Coordinator
- X Nichole Embertson, Science Coordinator
- X Aneka Sweeney, Outreach Ed
- X Jean Fike, WSCC
- X Mike Bozzo
- X Alex Hall, NRCS

Roll call of attendees.

**PUBLIC HEARINGS**

None.

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

1. Mike Bozzo – good morning.

**CONSENT AGENDA**

**IT WAS MOVED BY WADE AND SECONDED BY CHAPMAN TO APPROVE THE FOLLOWING CONSENT AGENDA ITEMS. MOTION CARRIED (4-0).**

1. Request approval of Meeting Summary for March 22, 2021 meeting of the Board.
- ~~2. Request approval of Financial report.~~
3. Request approval of CREP contract for Friedlander
4. Request approval of CREP contract for Ullberg
5. Request approval of small farm plan for Trimble Small Farm
6. Request approval of DNMP for MyShan Dairy
7. Request approval of Annual Plan of Work for FY 2022
8. Request credit card limit increase for Embertson on District account

Alan had a questions about the financial report. George suggested to pull the financial report from the consent agenda. He will address in his report.

**REGULAR BUSINESS AGENDA**

Minutes approved as presented at the May 24, 2021 Board meeting.

**OTHER ITEMS****1. Approve WCD as fiscal sponsor for Columbia Valley Wildfire funds.**

There is a group of citizens in Columbia Valley that don't have their own 501c3 agency. They are asking the Whatcom Conservation District to continue to be a fiscal sponsor to pay for their chipping projects. Alan asked about the administrative costs of this fund. Aneka stated that we do not have a plan to charge an administrative expense. We have other funding sources that will cover the administrative costs. This is a way for citizens to donate to the cause and continue the program.

**Chapman moved to approve the Whatcom Conservation District as the fiscal sponsor for Columbia Valley Wildfire funds. Seconded by Davis. Motion carried. (4-0)**

**2. Approve & Sign Grant Agreement for AIM sub-award between WCD and COCO.**

Jenny Coe and Aneka worked on applications to get this fire prevention projects in Skagit and Whatcom County. This is to address areas adjacent to federal lands in these counties.

Alan asked questions about the agreement between Skagit and Whatcom regarding this project.

**Chapman moved to approve and sign the grant agreement for AIM sub-award between WCD and Coalitions and Collaboratives, Inc (COCO). Seconded by Wade. Motion carried. (4-0)**

**3. Approve Grant Agreement for COB WCD HIP 2021-2023.**

Aneka reported that the Board approved the County HIP agreement that runs through the end of the year. Different this year is that the County and City of Bellingham have separated their contracts. So the City of Bellingham is providing an agreement with additional funds and activities for work within the City of Bellingham. We have the agreement, but not the contracting language. We anticipate the usual last minute need for a contract signature. We are seeking prior approval for Chair signature when contract becomes available. COB will be a 3-year agreement with half time for HIP coordinator. There will be more flexibility with good customer service with the two separate contracts.

This contract only funds the technical assistance and education for getting the projects in the ground. The reimbursement payments will go to the landowner directly from the City of Bellingham.

**Wade moved to approve and authorize the Board Chair to sign the grant agreement for City of Bellingham HIP contract. Seconded by Davis. Motion carried. (4-0)**

George asked what the Board's opinion is in seeking funding for the District to provide stormwater assistance to urban and suburban areas. Wade is in favor of stormwater assistance. It is a great way to build relationships with cities and the county.

Aneka reported that MRC contacted the CD about the work that we did in Ferndale. They are looking into working on a project in the BBWARM area for stormwater and raingardens in the future with the MRC.

Minutes approved as presented at the May 24, 2021 Board meeting.

**4. Approve renewal of NRCS RCPP Agreement for Fish Habitat work.**

Frank reported on the funding that was awarded by NRCS for Fish Habitat work. The new farm bill provided the opportunity to renew the previous project. Frank has submitted the paperwork. We were awarded. He should be receiving a contract anytime now. He is seeking Board approve for Chair signature when contract is available.

Alan asked about the District's role on project selection and proposals. Darryl Gray, NSEA, and Frank work with landowners to identify culvert replacement projects. NRCS funds the project. WDFW provides the engineering on the culvert replacement. NSEA has replaced 80-90 culverts over the past 20 years or so.

George addressed the liability issue. The state (WDFW's) engineer is providing the project design and liability. He also suggested that these culvert replacements should not provide a significant flooding incident downstream. He does not see that this presents an untoward risk of liability to the District.

**Chapman moved to approve and authorize the Board Chair to sign the grant agreement for renewal of the NRCP RCPP Fish Habitat contract provided that it is essentially as outlined. Seconded by Wade. Motion carried. (4-0)**

**5. Proposed Policy on Composite Rates.**

George reviewed the resolution on Composite Rates and the utilization of family leave usage. This proposed policy that ensures that if a staff person takes leave we can take receive compensation for their employee costs during the period while the employee is working minimally. Whatcom County and Health Department requested a resolution to address the increase in the composite rate when leave is taken.

**Chapman moved to approve policy on composite rates for the purpose of invoicing. Seconded by Davis. Motion carried. (4-0)**

**6. Appointment of Interim Executive Director.**

There was discussion regarding the transition from George to Frank Corey as Interim Executive Director. George recommended a pay increase to Frank while he takes on the Executive Director duties.

**Davis moved to designate Frank Corey as interim Executive Director effective May 1, 2021 with an increase in pay to D1 Step 4. Seconded by Wade. Motion carried. (4-0)**

**Executive Director and Supervisor Reports.****7. Alex Hall, NRCS.**

Alex gave a brief update on EQIP. They had 5 applications funded through NWQI with \$700,000 in funding for all three watersheds. NWQI funding only available in WC.

The office is still by appointment only with the same working restrictions.

**8. Jean Fike, WSCC.**

Minutes approved as presented at the May 24, 2021 Board meeting.

Thanked Dawn for assisting in the Commission's meeting regarding the Federal Indirect Rate Negotiations.

Jean reported on the Budget update. She provided updates on the Conservation Commission meeting.

#### **9. Board Reports.**

Alan Chapman – WACD report – The WACD is trying to figure out how to deal with the Annual meeting. There is discussion regarding WACD having an in-person meeting, a virtual meeting, or a combination of those two. If you have any input, get back to Alan by June meeting.

Annual NW Area meeting. The first two Conservation Districts in line to host the Area meeting are in transition. They would like to pass the meeting on to King CD. A lot of Conservation Districts are getting a new Manager/Executive Director at this time.

Alan asked the Board what their preference for the WACD annual meeting would be. There will be discussion of DEI and Election policies at the area meetings and annual meeting. There is concern about representation at the business meeting. Alan shared the concerns voiced about on-line meetings by some people. There would be no interaction of people and there are areas within the state that have poor internet connections to participate.

The Board asked that discussion of WACD Annual meeting be added to the May Board meeting agenda.

#### **10. County Ag Advisory Committee.**

Larry Davis has been on the Ag Advisory Committee for the past 4 years as the Whatcom Conservation District's representative. Under county code, the Whatcom Conservation District is guaranteed a position on the Ag Advisory Committee. The Board can designate a person to present to the County Executive for appointment. There are eight meetings a year from 4 pm to 6 pm on Wednesdays.

Valeri asked what role that the representative provides to the committee. The representative provides the Whatcom Conservation District's Board's views of different issues that are then given from the Ag Advisory Committee to the County Executive for consideration. If you are representing the Board then you need to state the Board positions on issues. The representative needs to report back to the Board on activities happening on the committee.

Both Alan Chapman and Valeri Wade expressed an interest in being the Board's representative. Alan would be willing to attend the meetings as the District's representative. Valeri is interested and would like to check it out.

The Board decided to add this matter as an agenda item for the May meeting, who will be the District's representative on the Ag Advisory Committee.

Larry will formally submit his application to serve as an Associate Supervisor at the next Board meeting.

#### **11. Executive Director Report.**

Minutes approved as presented at the May 24, 2021 Board meeting.

WCD Financial Report –

George reviewed the abbreviated form of the Profit and Loss statement.

George explained that the District needs to report to the state using the BARS numbers for revenues and expenses. This facilitates them being able to take all the information from every state agency to roll into one major report.

Discussion of budgeting and status of revenues and expenses. There was discussion regarding grant funding, budgetsheets and timesheets.

**Wade moved to approved the financials as presented. Davis seconded. Motion passed. (4-0)**

**12. Board Reports**Valeri Wade –

Valeri attended a meeting put on by Cloud Mountain Farm regarding farmers and how to pick which crops that they should grow. A draft form was made for small or hobby farm.

George – He got a public records request from agency that organized King CD into a union. AFLCIO – union organization. He will provide to them.

**INTRODUCTION ITEMS**

None.

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

None.

**Record of Board Actions.****21-12 IT WAS MOVED BY WADE AND SECONDED BY CHAPMAN TO APPROVE THE FOLLOWING CONSENT AGENDA ITEMS. MOTION CARRIED (4-0).**

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**21-13 Chapman moved to approve the Whatcom Conservation District as the fiscal sponsor for Columbia Valley Wildfire funds. Seconded by Davis. Motion carried. (4-0)****21-14 Chapman moved to approve and sign the grant agreement for AIM sub-award between WCD and Coalitions and Collaboratives, Inc (COCO). Seconded by Wade. Motion carried. (4-0)****21-15 Wade moved to approve and authorize the Board Chair to sign the grant agreement for City of Bellingham HIP contract. Seconded by Davis. Motion carried. (4-0)**

Minutes approved as presented at the May 24, 2021 Board meeting.

- 21-16 Chapman moved to approve and authorize the Board Chair to sign the grant agreement for renewal of the NRCP RCPP Fish Habitat contract provided that it is essentially as outlined. Seconded by Wade. Motion carried. (4-0)**
- 21-17 Chapman moved to approve policy on composite rates for the purpose of invoicing. Seconded by Davis. Motion carried. (4-0)**
- 21-18 Davis moved to designate Frank Corey as interim Executive Director effective May 1, 2021 with an increase in pay to D1 Step 4. Seconded by Wade. Motion carried. (4-0)**
- 21-19 Wade moved to approved the financials as presented. Davis seconded. Motion passed. (4-0)**

**Adjournment.**

**IT WAS MOVED BY CHAPMAN. SECONDED BY DAVIS:  
to adjourn the meeting at 11:48 am.  
MOTION CARRIED. (5-0)**

**There being no further business before the meeting, adjourned the meeting at 11:48 a.m.**

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Dawn Bekenyi, District Auditor