

2019 Board Resolutions

January 17, 2019 Board meeting

- 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)**

February Board meeting cancelled

March 7, 2019 Board meeting

- 19-09 Theresa Sygitowicz moved to approve the Public Comment at Board Meetings Policy. No second. Motion fails for lack of a second.**
- 19-10 Alan Chapman moves to approve Consent Agenda Policy were 6 is 4, renumber. Motion seconded by Heather Christianson. Passed. (4-1) TS**
- 19-11 It WAS MOVED BY CHAPMAN AND SECONDED BY CHRISTIANSON TO APPROVE THE CONSENT AGENDA ITEMS 1, 2, 3, MOTION PASSED (5-0).**
- 19-12 It WAS MOVED BY SYGITOWICZ, SECONDED BY SNYDAR TO:** Approve the Edward & Anna Marie Ross CREP maintenance contract without modification. **MOTION CARRIED (5-0)**
- 19-13 It WAS MOVED BY SYGITOWICZ, SECONDED BY CHRISTIANSON TO:** Approve the Mark Kosted CREP maintenance contract without modification. **MOTION CARRIED (5-0)**
- 19-14 It WAS MOVED BY SYGITOWICZ, SECONDED BY DAVIS TO:** Approve the Francis Swierkowski CREP maintenance contract without modification. **MOTION CARRIED (5-0)**

- 19-15 It WAS MOVED BY SIGITOWITZ, SECONDED BY SYNDAR TO:**
Approve the Badger Acres LLC (Fred Polinder) farm plan without modification.
MOTION CARRIED (5-0)
- 19-16 It WAS MOVED BY CHRISTIANSON, SECONDED BY CHAPMAN TO:**
Ratify the Chair's execution of and approve the contract for the Homeowners Incentive Program with Whatcom County (HIP contract) for \$216,883,
MOTION CARRIED (5-0)
- 19-17 It WAS MOVED BY SYGITOWICZ, SECONDED BY CHAPMAN TO:**
Ratify the Chair's execution of and approve the contract with Whatcom Community Foundation for \$40,000 for the Watershed Explorer Outreach Program,
MOTION CARRIED (5-0)
- 19-18 It WAS MOVED BY SYGITOWICZ, SECONDED BY SNYDAR TO:**
Approve the proposal for funding to provide technical assistance to the City of Lynden for assistance with landowners with eroding banks along Fishtrap Creek.
MOTION CARRIED (5-0)
- 19-19 It WAS MOVED BY CHAPMAN, SECONDED BY DAVIS TO:**
For mail-in ballots, the Whatcom Conservation District directs the Election Supervisor to count only the mail-in ballots where a signature has been verified by the WC Auditor Election Office and refer all unverified mail-in ballots to the Washington State Conservation Commission (WSCC).
MOTION CARRIED (5-0)

April 18, 2019 Board meeting

- 19-20 It WAS MOVED BY SNYDAR, SECONDED BY CHRISTIANSON TO:**
Approve the grant addendum for WADE for \$20,000 for training scholarships.
Motion Carried. (4-0)
- 19-21 It WAS MOVED BY CHRISTIANSON AND SECONDED BY SNYDAR TO APPROVE THE CONSENT AGENDA ITEMS 1, 2, 3, 4 MOTION CARRIED (4-0).**
1. Request approval of Minutes from March 7, 2019 meeting of the board.
 2. Request approval of February and March 2019 Financial Reports.
 3. Request ratification of February and March Accounts Paid as within FY2019 Budget.
 4. Approval of step increase for Jenny Coe effective April 1, 2019
- 19-22 It WAS MOVED BY CHAPMAN, SECONDED BY SNYDAR TO:**
Approve the cash out of 240 annual leave hours for Chris Clark.
MOTION CARRIED (4-0)
- 19-23 It WAS MOVED BY SNYDAR, SECONDED BY CHAPMAN TO:**
Ratify the Chair's execution of and approve the contract with Blaine Parks & Rec-Birch Bay Park for \$4,000 for Chum Run,
MOTION CARRIED (4-0)
- 19-24 It WAS MOVED BY CHAPMAN, SECONDED BY SNYDAR TO:**
Accept two WADE scholarships.
MOTION CARRIED (4-0)
- 19-25 It WAS MOVED BY CHRISTIANSON, SECONDED BY SNYDAR TO:**
Accept funding requests for WSCC for \$7,000, with the top priority being the purchase of a copy machine.
MOTION CARRIED (4-0)

May 28, 2019 Board meeting

19-26 It WAS MOVED BY CHRISTIANSON AND SECONDED BY SNYDAR TO APPROVE THE CONSENT AGENDA ITEMS 1, 2, 3, 4 with Amended minutes from March 7, 2019. MOTION CARRIED (5-0).

1. Request approval of Minutes from April 18, 2019 meeting of the board with amendments.
2. Request approval of April 2019 Financial Reports.
3. Request ratification of April Accounts Paid as within FY2019 Budget.
4. Request authorization for the District Chair to enter into standard form CREP State Reimbursement Contracts with the following landowners: (none)
5. Request authorization for the District Chair to sign as approving the Moderate Farm plan for: (none)
6. Request authorization for the District Chair to enter into an Inter-local Agreement for Sharing of a Professional Engineer for the San Juan, Skagit, Whidbey Island and Whatcom CD Cluster.
7. Request authorization for the District Chair to enter into a Master Contract with the Washington State Conservation Commission.
8. Request authorization for the District Chair to enter into an Agreement amending the Current Agreement with the Lummi Nation to complete its Shellfish Enhancement Project in Lummi Bay.
9. Request authorization for the District Chair to enter into an Agreement with the Washington State Dept of Agriculture for \$6,000 to conduct collect crop data and enter the information into a geodatabase.
10. Request authorization to file the District's Annual Financial Report for calendar year 2018 with the State Auditor.

19-27 Election of Officers

It WAS MOVED BY SNYDAR, SECONDED BY CHAPMAN:

to elect the slate of Board Officers as stated below.

MOTION CARRIED (5-0)

Chair –

Nomination for Chair –

Discussion of interest.

AC nominated CHRISTIANSON for Chair. No other nominations. Single nomination.

Vice-Chair –

Suzzi Snyder is interested.

LD nominated SNYDAR for Vice-Chair. No other nominations. Single nomination.

Secretary/Treasurer –

Larry Davis is interested in serving.

AC nominated DAVIS for Secretary/Treasurer. No other nominations. Single nominations.

19-28 IT WAS MOVED BY CHAPMAN TO:

Set the monthly Board meeting to the Fourth Monday from 9:00 am until 12:00 noon.

SECONDED BY SNYDAR. MOTION CARRIED (5-0)

19-29 IT WAS MOVED BY SNYDAR TO:

Approve ratify the list of cost share recipients and authorize Executive Director to approve new cost-share applications to utilize the funds before end of the fiscal year.

SECONDED BY DAVIS. MOTION CARRIED (4-0 – Snyder abstained)

19-30 IT WAS MOVED BY DAVIS TO:

Appoint Supervisor Chapman to the workgroup and charged it with developing recommendations for a revised District Cost share policy, ranking sheet and prioritized list of projects.

SECONDED BY CHRISTIANSON. MOTION CARRIED (5-0)

19-31 IT WAS MOVED BY DAVIS TO:

Adopt a list for approval of cost-share projects for funding/implementation by June 30, 2019.

SECONDED BY CHRISTIANSON. MOTION CARRIED (4-0 – Snyder abstained)

19-32 IT WAS MOVED BY CHAPMAN TO:

Approve the annual plan of work for 2019-2020.

SECONDED BY SNYDAR. MOTION CARRIED (5-0)

19-33 IT WAS MOVED BY CHAPMAN TO:

Approve the 2019-2020 Budget and submit to the Washington State Conservation Commission.

SECONDED BY WADE. MOTION CARRIED. (5-0)

June 24, 2019 Board meeting

19-34 It WAS MOVED BY SNYDAR AND SECONDED BY CHRISTIANSON TO APPROVE THE FOLLOWING CONSENT AGENDA ITEMS. MOTION CARRIED (4-0).

1. Request approval of Minutes from May 28, 2019 meeting of the board with amendments.
2. Request approval of May 2019 Financial Reports.
3. Request ratification of May Accounts Paid as within FY2019 Budget.

19-35 IT WAS MOVED BY CHAPMAN, SECONDED BY SNYDAR:

To approve the Cost-share policy for FY 20 & F21 as modified with reference to the Farm Service Agency (FSA) cost-sheet for landowner equipment usage rates and the Washington State Conservation Commission (WSCC) approved labor rate.

MOTION CARRIED (4-0)

19-36 IT WAS MOVED BY CHAPMAN. SECONDED BY WADE:

To approve the cost-share ranking list for FY20 as of June 2019, putting forward the top two projects for WSCC funding, revisiting the list as additional requests are received.

MOTION CARRIED (4-0)

19-37 IT WAS MOVED BY SNYDAR. SECONDED BY CHAPMAN:

To approve the Authorized District Representatives for the Fishtrap Creek Habitat project list as outlined.

MOTION CARRIED (4-0)

19-38 IT WAS MOVED BY CHAPMAN. SECONDED BY CHRISTIANSON:

To create a Board policy work group that consists of Supervisor Wade, Supervisor Snyder and Executive Director Boggs, to review the existing Conservation District policies and review a frame work of other Conservation District Board policies to develop a new District Board policy manual with updates from the committee provided to the Board as needed with the final policy draft for Board approval.

MOTION CARRIED (4-0)

July 19, 2019 Board meeting

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)**

August 26, 2019 Board meeting

19-48 It WAS MOVED BY CHAPMAN AND SECONDED BY DAVIS TO APPROVE THE FOLLOWING CONSENT AGENDA ITEMS. MOTION CARRIED (4-0).

1. Request approval of Minutes from July 19, 2019 meeting.
2. Request approval of July 2019 Financial Reports.

3. Request ratification of July Accounts Paid as within FY2019 Budget.
4. Authorize Chair to sign as approving a Dairy Nutrient Management Plan for Scott and Gordy James dba Sunrise Road Dairy.
5. Approve Grant Addendum to provide technical and administrative services for the State Conservation Commission's Conservation Technical Development program.
6. Approval of Financial Assistance project ranking for Natural Resources Investments (NRI) and Shellfish funding pools.
7. Authorize the District Chair to enter into agreement with USDA Natural Resources Conservation Service to extend the activities of the current RCPP (Resource Conservation Partnership Program) contract for three years.

**19-49 IT WAS MOVED BY DAVIS. SECONDED BY CHAPMAN:
To approve the Lindsay Hoekstra cost-share application and ranking as number one project for Natural Resources Investments (NRI) WSCC funding.
MOTION CARRIED. (4-0)**

**19-50 IT WAS MOVED BY DAVIS. SECONDED BY CHAPMAN.
To write a letter of support for the name change from Squaw Creek to Páatstel Creek to the Nooksack Tribe with a copy sent to the Chair of the Lummi Nation.
MOTION CARRIED. (4-0)**

September 23, 2019 Board meeting

19-51 IT WAS MOVED BY DAVIS AND SECONDED BY SNYDER TO APPROVE THE FOLLOWING CONSENT AGENDA ITEMS. MOTION CARRIED (5-0).

1. Request approval of Minutes from August 26, 2019 meeting.
2. Request approval of August 26, 2019 Financial Reports.
3. Request ratification of August Accounts Paid as within FY2019 Budget.
4. Request authorization for the District Chair to sign as approving of a Whatcom County Moderate Intensity Farm Plan for Mandip Kalar dba J&M Farms.
5. Request authorization for the District Chair to sign an interlocal agreements with Whatcom County to:
 - a. To assist the Whatcom Water Alliance to develop a water use efficiency plan for Domestic/Municipal users.
 - b. Whatcom County to develop a water use efficiency plan for Agricultural Users.
6. Request Board ratification for agreements signed on behalf of the District by the Executive Director because of time constraints with:
 - a. American Farmland Trust to assist with discovery farm field study in King County.
 - b. EPA to decommission ZAPs units and provide final report.
 - c. Her Majesty the Queen through Province of BC to update and transfer ARM and Manure Spreading Advisory for lower Fraser Valley to Ministry of Agriculture.

19-52 MOVED BY CHAPMAN AND SECONDED BY WADE TO TERMINATE CONTRACT, FILL IN AD- HOC MAINTENECE AS NEEDS, AND LOOK INTO FUNDING AND FEASIBILITY FOR CONSERVATION PROJETCS TO USE PROPERTY. MOTION CARRIED (5-0).

19-53 MOVED BY WADE AND SECONDED BY DAVIS THAT WCD PAYS THEIR DUES TO WACD THIS YEAR. MOTION CARRIED (5-0).

19-54 MOVED BY CHAMPMAN SECONDED BY CHRISTIANSON. TO ACCEPT MODIFIED LANGUAGE: "WACD ... should immediately identify an effective model of governance and take steps to adopt and implement it." MOTION CARRIED (5-0).

October 28, 2019 Board meeting

19-55 IT WAS MOVED BY DAVIS AND SECONDED BY SNYDAR TO APPROVE THE FOLLOWING CONSENT AGENDA ITEMS. MOTION CARRIED (5-0).

1. Request approval of Minutes from September 23, 2019 meeting.
2. Request approval of September 2019 Financial Reports and ratification of September Accounts Paid as within FY2019 Budget.
3. Request authorization for the District Chair to enter into Standard form CREP State Reimbursement contracts with the following landowners:
 - a. Marie & Harry Hegarty
 - b. Patty Yust & Jeffery Popp
 - c. Gordon Bullivant
 - d. Chamisa & Casi Herrera, Brian & Abigail Kennedy
 - e. Becky & Just Martin
 - f. Frank Medearis
 - g. Caroline & Matt Sawicki
 - h. Leslie & Jennifer Heron
 - i. Dave & Heather Borland
 - j. Mark & Heidi Carlberg
 - k. Bill Post
 - l. Sandra Matheson
 - m. Danny Moloney & Cody Calhoun
 - n. Sarah & Steve Wesen.
4. Authorize Chair to sign as certifying a Dairy Nutrient Management Plan as implemented for Kevin Engelsma dba Meadow Park #2 dairy.
5. Request reclassification of S Graham with corresponding pay adjustment.

19-56 IT WAS MOVED BY DAVIS. SECONDED BY WADE:

To direct staff to advertise in the Bellingham Herald (the paper of major circulation) the supervisor election resolution meeting notice: The Whatcom Conservation District Board of Supervisors will hold a meeting at 1:00 p.m. on November 12, 2019 at 6975 Hannegan Road, Lynden, WA 98264 to adopt a resolution setting the date, time, place and manner of an election to fill a Conservation District Supervisor's expiring term. Please note: future election information will be posted ONLY on the Whatcom Conservation District website: www.whatcomcd.org/board-elections.

MOTION CARRIED. (5-0)

19-57 IT WAS MOVED BY DAVIS. SECONDED BY SNYDAR:

To submit the proposed nominations for the Special Service Award, Building Bridges Award and Tribal Partnership Award, and direct staff to complete the paperwork.

MOTION CARRIED. (5-0)

November 12, 2019 Board meeting

19-58 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.)**

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.
2. Request authorization for the District Chair to enter into Standard form CREP State Reimbursement contracts with the following landowners:
3. Bellewood Acres Inc
4. Request step increase for R. O'Connor with corresponding pay adjustment.
5. Approve agreement and Pictometry subscription for \$2,223.48 split over two years.

**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)

December 12, 2019 Board meeting

19-63 IT WAS MOVED BY DAVIS AND SECONDED BY SNYDAR TO APPROVE THE FOLLOWING CONSENT AGENDA ITEMS. MOTION CARRIED (5-0).

1. Request approval of Minutes from November 12, 2019 meeting. (as modified)
2. Request approval of October & November Financial Reports and ratification of Accounts Paid.
3. Request authorization for the District Chair to enter into Standard form CREP State Reimbursement contracts with the following landowners:
 - a. Keaton & Carylnn Brown
4. Request authorization for the District Chair to sign as approving/certifying Dairy Nutrient Management Plans.
 - a. Heritage Dairy LLC
 - b. Sundstrom Family Farm

19-64 IT WAS MOVED BY DAVIS AND SECONDED BY SNYDAR TO CERTIFY THE FOLLOWING. MOTIONS CARRIED (5-0)

- a. Scott & Gordy James – certification