

**WHATCOM CONSERVATION DISTRICT  
Public Meeting Minutes  
May 9, 2013**

**I. Time and Place of Meeting.**

A regular meeting of the Board of Supervisors of the Whatcom Conservation District (WCD) was held at the Ag Service Center, 6975 Hannegan Rd, Lynden, Washington on May 9, 2013, at 7:00 p.m.

**II. Attendance and Quorum.**

The following Supervisors, being a quorum of the Board, were present:

Joe Heller, Chair	Larry Davis, Treasurer
Larry Helm	

Also in attendance were:

George Boggs, Executive Director	Alex Hall, NRCS staff
Dawn Bekenyi, Admin. Assistant	Mark Miller
Doug Allen, Ecology BFO	Wes Kentch, Ag Advisory Committee

**III. Meeting Called to Order.**

Joe Heller, Chair, called the meeting to order at 7:00 p.m. Meeting attendees introduced themselves to the group.

**IV. Recognition.**

An award was presented to Mark Miller for being a conservation supporter. Mark has been instrumental in Larry Davis' ability to participate on committees at the State and National level through WACD, NACD and the local conservation district.

**V. Approval of Minutes of Previous Meeting.**

**Larry Davis moved that the minutes of the April 11, 2013 Board meeting be approved as mailed. Larry Helm seconded the motion. The motion passed.**

**VI. Financial Report.**

The financial report was mailed to the Board with their draft minutes from the April meeting.

Dawn Bekenyi, Administrative Assistant, presented the financial report. There were no questions.

**Larry Helm moved to approve the Financial Report. Larry Davis seconded the motion. The motion passed. Upon motion made and duly seconded, the Treasurer's Report was approved.**

Accounts Payable –

A copy of District invoices and incurred expenses, as listed in the Accounts Payable Report, were reviewed and approved. The Board further authorizes the payment of District expenses incurred subject to their review and approval at the next Board meeting.

The following voucher/warrants are approved for payment:

April 2013- balance					
Voucher (check) numbers	<u>20371</u>	through	<u>20394</u>	and totaling	<u>43,838.43</u>
Payroll check numbers:	<u>20395</u>	through	<u>20410</u>	and totaling	<u>29,260.47</u>
May 2013					
Voucher (check) numbers	<u>20411</u>	through	<u>20429</u>	and totaling	<u>23,652.49</u>
Payroll check numbers:	<u>20430</u>	through	<u>20444</u>	and totaling	<u>29,571.72</u>

**Moved by Larry Helm. Larry Davis seconded the motion. The motion passed.**

## VII. Action Items.

### A. Wes Kentch, Whatcom County Ag Advisory Committee.

Wes Kentch informed the Board that the Ag Advisory Committee had met regarding the Purchase of Development Rights (PDR) program. The County is looking at some changes in the PDR program. Wes stated that the Committee thought that the Whatcom Conservation District would be a good alternative for managing the lands under the PDR program. The current lands enrolled in the program are managed by the Whatcom Land Trust. The Board discussed if this was something that the Conservation District could do under statute and if it was something that they wanted to do. The Ag Advisory Committee will review the public contract during their next meeting in October to see how the PDR program works.

**Larry Helm directed staff to look into the legal pros and cons of providing services in the Purchase of Development Rights program as described in the Whatcom County contract. Larry Davis seconded the motion. The motion passed.**

Whatcom County is working on their ag zoning layer accounting for acreage and the type of activity being done. Samya Lutz, Whatcom County has CREP acreage listed as forestry. This is in error, as the acres are enrolled in a USDA agricultural farm program, CREP. The District will inform Whatcom County to make sure that their records reflect the appropriate classification for CREP acreage.

### B. Approval of Conservation Plans.

Critical Areas Ordinance (CAO) Management Plan Approval –

There are two Critical Areas Ordinance Farm Plans that have been amended to include wetlands determinations from Chuck Natsuhara, NRCS, submitted for Board approval.

**Larry Davis moved to approve the CAO Farm Plans for:**

- Doug Wiebe
- Carl Lind.

**Larry Helm seconded the motion. The motion passed.**

### C. Approval of Contracts.

Washington State Department of Agriculture –

George explained that science shows that if manure lagoons seal and function properly that there shouldn't be a risk to ground water. Chris Clark applied for \$20,000 from the Department of Ag to do assessments on 4-6 manure storage lagoons to assess their integrity and test the seepage rate of water.

**Larry Helm moved to approve and authorize George Boggs to sign the grant contract with the Department of Agriculture in the amount of \$20,000.00 to evaluate manure storage lagoons integrity. Larry Davis seconded the motion. The motion passed.**

### D. Purchase Equipment.

The current server is 6 years old and there is a lot of data on it. The Conservation District has been given permission to use existing grant funds to purchase a new server and two new

computers. The equipment and software can be purchased through the state purchasing contract. A bid to transfer data from the old server to the new one was obtained. It was suggested that a bid for the IT data transfer should be obtained from state purchasing.

**Larry Helm authorized purchase of a server, computers, software and hardware up to \$25,000 and to obtain bids for IT professional services for the data transfer selecting the lowest successful bidder for the services. Larry Davis seconded motion. The motion passed.**

**E. Department of Ecology Letter.**

Doug Allen, Department of Ecology Bellingham Field Office, sent a response to the letter the District sent him regarding the Marr Notice of Penalty. Joe Heller read the letter to the Board. There was a brief discussion regarding his response. Doug Allen came in the meeting at 8:00 p.m. Doug reviewed Ecology's policy on working with people. They would like voluntary compliance, if that doesn't work then they will proceed to and order and ultimately a penalty. The Board discussed Ecology and their process and how it will work locally.

**VIII. Other Business.**

**A. Alex Hall, Natural Resources Conservation Service (NRCS).**

Environmental Quality Incentive Program (EQIP) – Staff completed EQIP contracts by the deadline. \$475,000 all funds were allocated. There are no more regular EQIP funds available.

The second round of the Salmon Recovery EQIP funds is underway. There no animal waste practices in this round, only habitat. The minimum buffer requirement was also removed. The deadline for sign-ups is May 30, 2013. Individuals can apply during this sign-up. They do not have to have a partner sponsor. There are two applications for the first round.

National Water Quality Initiative – \$400,000 are allocated for cost-share within Fishtrap and Wisner Lake Creek watersheds. The deadline is May 30, 2013. The funds will target faulty storage structures.

Staff are writing lots of contracts and receiving help from NRCS team staff with the workload.

**B. Schedule 22.**

Larry Davis and Larry Helm met with Dawn Bekenyi and did the Schedule 22 review. A copy of the completed report was provided to all Board members. There were no issues brought to light during the review.

**Larry Helm moved to approve the Schedule 22. Larry Davis seconded the motion. The motion passed.**

**C. Three Directors Talks.**

After some discussion it was decided to reject the 3D staff recommendation process. Answer Question 33 with the language that Board member Larry Davis suggested in part one of his comments, specifically to pursue an open, transparent process with greater collaboration with districts and stakeholders.

**Larry Davis moved to answer only question 33 and pursue an open, transparent process with greater collaboration with districts and stakeholders. Larry Helm seconded the motion. The motion passed.**

**D. Annual Plan of Work.**

The annual report was reviewed. There was discussion of workload and program specifics.

Larry Helm moved to adopt the annual work plan with updates for technical assistance and incorporate into the new format. Larry Davis seconded the motion. The motion passed.

**E. Supervisor Reports.**

Joe Heller –

Joe attended Whatcom’s CREP Millionth Tree Celebration. It was well attended and a nice educational opportunity.

Larry Davis –

Larry reported that he saw Stu Trefry at a recent meeting. Stu was not able to attend our Board meeting tonight, but he wanted to inform the Board that he completed the Good Governance review and recommended Whatcom Conservation District for Tier 1 status to receive full funding allocation.

Larry Helm –

Larry Helm attended a couple of meetings. One was the Water District Caucus and Association. The other was the Puget Sound Conservation Districts Caucus meeting.

Larry asked about how to provide staff who are awarded a state or national recognition award with an increase in pay. It was suggested that he ask the Washington Conservation Commission regarding the possibilities.

**IX. Record of Board Actions.**

**13-26 Larry Davis moved that the minutes of the April 11, 2013 Board meeting be approved as mailed. Larry Helm seconded the motion. The motion passed.**

**13-27 Larry Helm moved to approve the Financial Report. Larry Davis seconded the motion. The motion passed. Upon motion made and duly seconded, the Treasurer’s Report was approved.**

**13-28**

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**Moved by Larry Helm. Larry Davis seconded the motion. The motion passed.**

**13-29 Larry Helm directed staff to look into the legal pros and cons of providing services in the Purchase of Development Rights program as described in the Whatcom County contract. Larry Davis seconded the motion. The motion passed.**

**13-30 Larry Davis moved to approve the CAO Farm Plans for:**

- Doug Wiebe
- Carl Lind.

**Larry Helm seconded the motion. The motion passed.**

**13-31 Larry Helm moved to approve and authorize George Boggs to sign the grant contract with the Department of Agriculture in the amount of \$20,000.00 to evaluate manure storage lagoons integrity. Larry Davis seconded the motion. The motion passed.**

- 13-32 Larry Helm authorized purchase of a server, computers, software and hardware up to \$25,000 and to obtain bids for IT professional services for the data transfer selecting the lowest successful bidder for the services. Larry Davis seconded motion. The motion passed.
- 13-33 Larry Helm moved to approve the Schedule 22. Larry Davis seconded the motion. The motion passed.
- 13-34 Larry Davis moved to answer only question 33 and pursue an open, transparent process with greater collaboration with districts and stakeholders. Larry Helm seconded the motion. The motion passed.
- 13-35 Larry Helm moved to adopt the annual work plan with updates for technical assistance and incorporate into the new format. Larry Davis seconded the motion. The motion passed.

**X. Adjournment.**

There being no further business before the meeting, Larry Davis moved to adjourn the meeting at 10:15 p.m. Larry Helm seconded the motion. The motion passed.

The meeting, on motion duly made, seconded and carried, adjourned at 10:15 p.m.

Dated: July 1, 2013

Approved: \_\_\_\_\_

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Dawn Bekenyi, Administrative Assistant