

**WHATCOM CONSERVATION DISTRICT
Public Meeting Minutes
March 12, 2015**

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 March 12, 2015, at 7:00 p.m.

II. Attendance and Quorum.

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

Joe Heller, Chair	Larry Helm, Vice-Chair
Larry Davis, Treasurer	Dan Heeringa
Dick Yoder	

Also in attendance were:

George Boggs, Executive Director	Alex Hall, NRCS staff
Dawn Bekenyi, Admin. Assistant	

III. Meeting Called to Order.

Joe Heller, Chair, called the meeting to order at 6:55 p.m.

IV. Public Comment (written or in person).

There were no public comments.

V. Alex Hall, Natural Resources Conservation Service (NRCS).

Environmental Quality Incentives Program (EQIP) –
NRCS staff ranked 50+ applications. Alex reported that the funds have not been allocated yet. He anticipates about \$400,000 for EQIP across the NW team.

National Water Quality Initiative (NWQI) –
The National Water Quality Initiative program signup ends on April 15, 2015. This initiative has \$2.5 million allocated.

Conservation Stewardship Program (CSP) –
The renewal letters went out to all current contracts. There is only one in Whatcom County. There are no new signups for this program this year.

NRCS office –
NRCS has moved out of the front office space. Joy Hawley maintains a NRCS staff presence in the FSA office in Lynden until the federal offices are able to move.

VI. Approval of Minutes of Previous Meeting.

Larry Helm moved that the minutes of the February 12 & 20, 2014 Board meetings be approved as mailed. Dick Yoder seconded the motion. The motion passed.

VII. Financial Report.

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

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

Larry Davis moved to approve the Financial Report. Larry Helm 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:

Feb 2015 - balance				
Voucher (check) numbers	<u>22292</u>	through	<u>22309</u>	and totaling <u>24,677.84</u>
Payroll check numbers:	<u>22310</u>	through	<u>22328</u>	and totaling <u>34,283.45</u>
March 2015				
Voucher (check) numbers	<u>22329</u>	through	<u>22330</u>	and totaling <u>564.22</u>
Payroll check numbers:	<u>22331</u>	through	<u>22347</u>	and totaling <u>32,967.91</u>

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

VIII. Action Items.

A. Approval of Conservation Plans.

Small Acreage Livestock Farm Plan Approval –

Corina Cheever completed an inventory and farm plan for Atwood Ales (Smith). It fulfills the requisite elements for that type of plan. Staff recommended Board approval.

Larry Helm moved to approve the moderate intensity farm plan for:

- **Atwood Ales (Stephen, Leslee and Josh Smith).**

Larry Davis seconded the motion. The motion passed.

Whatcom County PIC Cost-share -

Corina Cheever completed an inventory and farm plan for Glenn and Mary Alden. It fulfills the requisite elements for that type of plan. Staff recommended Board approval. Glenn and Mary Alden are seeking cost-share through the County PIC cost-share program.

Larry Davis moved to approve the standard checklist farm plan for Glenn and Mary Alden and approve their Whatcom County PIC cost-share application for 75% of expenses not to exceed \$3,000 for costs incurred after the execution of the cost-share agreement. Larry Helm seconded the motion. The motion passed.

EPA – Birch Bay Project Cost-share –

Three landowners submitted a cost-share application for septic system inspection as a part of the EPA Birch Bay project pursuant to adopted cost-share policy previously adopted by the Board.

Larry Helm moved to approve the EPA Birch Bay Cost-share application for septic tank inspection fee of \$100:

- **Michael Bloch**
- **Harry and Mary Pardue**
- **Nick and Shannon Potts.**

Larry Davis seconded the motion. The motion passed.

B. Employee Matters.

District Employee Step Increase –

When negotiating with Aneka Sweeney over her beginning salary, it was settled upon Band C1 Step 4 as a starting point with a provision to review her performance after 6 months. Aneka Sweeney is eligible for a step increase effective March 1, 2015.

Larry Helm moved that for good cause shown, the Board advances Aneka Sweeney to Band C1 Step 5 effective March 1, 2015. Dick Yoder seconded the motion. The motion passed.

C. Cash Registers.

The District has rented cash registers for many years. We were informed by our supplier that they would not be able to do this in the future. Dawn checked with other Districts and they have encountered similar issues when renting cash registers. It is necessary to be able to track transactions and provide a receipt for sale customers. Staff recommended that the Board purchase 4 cash registers.

Dick Yoder moved to purchase 4 Sharp cash registers for \$1,300 plus tax from Bellingham Business Machines. Larry Davis seconded the motion. The motion passed.

D. Columbia School Donation.

Aneka Sweeney was contacted by two members of the Columbia Elementary School Parent Teacher Organization; they are on the School Grounds Committee. They contacted the District in hopes of creating a partnership to help with education, planning and planting of a portion of land by the school. Columbia School is seeking District staff time for education and the donation of plant materials to the project.

Larry Helm moved to approve the Columbia Elementary School Native Plant Garden Project supplying staff time for education and some plant materials. Dick Yoder seconded the motion. The motion passed.

The Whatcom Conservation District's Native Plant sale is scheduled for Saturday, March 28, 2015.

IX. Other Business.

A. Supervisor Reports.

Larry Davis –

Larry Davis passed out a written report for the Board.

Dan Heeringa –

Dan reported that the farm had their dairy inspection from the Washington State Department of Ag Dairy Inspectors. The inspectors seemed happy.

Larry Helm –

Larry Helm reported that the Conservation District received a lot of exposure during the Supervisor election.

Larry reported on activities with some of the committees and meetings that he has attended since the last meeting.

B. George Boggs, Executive Director.

George will be attending the local Cattlemen's meeting with the Doug Allen, Department of Ecology.

X. Record of Board Actions.

- 15-18 Larry Helm moved that the minutes of the February 12 & 20, 2014 Board meetings be approved as mailed. Dick Yoder seconded the motion. The motion passed.
- 15-19 Larry Davis moved to approve the Financial Report. Larry Helm seconded the motion. The motion passed. Upon motion made and duly seconded, the Treasurer's Report was approved.

15-20

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

- 15-21 Larry Helm moved to approve the moderate intensity farm plan for:
- Atwood Ales (Stephen, Leslee and Josh Smith).
- Larry Davis seconded the motion. The motion passed.
- 15-22 Larry Davis moved to approve the standard checklist farm plan for Glenn and Mary Alden and approve their Whatcom County PIC cost-share application for 75% of expenses not to exceed \$3,000 for costs incurred after the execution of the cost-share agreement. Larry Helm seconded the motion. The motion passed.
- 15-23 Larry Helm moved to approve the EPA Birch Bay Cost-share application for septic tank inspection fee of \$100:
- Michael Bloch
 - Harry and Mary Pardue
 - Nick and Shannon Potts.
- Larry Davis seconded the motion. The motion passed.
- 15-24 Larry Helm moved that for good cause shown, the Board advances Aneka Sweeney to Band C1 Step 5 effective March 1, 2015. Dick Yoder seconded the motion. The motion passed.
- 15-25 Dick Yoder moved to purchase 4 Sharp cash registers for \$1,300 plus tax from Bellingham Business Machines. Larry Davis seconded the motion. The motion passed.
- 15-26 Larry Helm moved to approve the Columbia Elementary School Native Plant Garden Project supplying staff time for education and some plant materials. Dick Yoder seconded the motion. The motion passed.

XI. Adjournment.

There being no further business before the meeting, Larry Davis moved to adjourn the meeting at 8:31 p.m. Dan Heeringa seconded the motion. The motion passed.

The meeting, on motion duly made, seconded and carried, adjourned at 8:31 p.m.

Dated: May 20, 2015

Dawn Bekenyi, Administrative Assistant

Approved: _____