

**WHATCOM CONSERVATION DISTRICT
Public Meeting Minutes
November 9, 2017**

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 November 9, 2017, at 1:00 p.m.

II. Attendance and Quorum.

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

Larry Helm, Chair
Heather Christianson

Larry Davis, Vice-Chair
Theresa Sygitowicz

Also in attendance were:

George Boggs, Executive Director
Dawn Bekenyi, Admin. Assistant

Corina Cheever, Resource Specialist

III. Meeting Called to Order.

Larry Helm, Chair, called the meeting to order at 1:00 p.m.

IV. Public Comment (written or in person).

There was no public comment either in writing or in person.

V. Action Items.

A. Surplus Previa.

The Previa no longer runs consistently. The Board authorized to surplus the Previa.

Larry Davis moved to surplus the Toyota Previa. Larry Helm seconded the motion. The motion passed.

VI. PIC Cost-share, Farm Speaker Series and Small Farm Workshop Update.

Corina Cheever gave a presentation on the Farm Speaker Series and Small Farm Workshops.

VII. Consent Agenda.

The Board adopted a consent agenda for approval of the previous meeting minutes, financial report and accounts payable. The financial report was mailed to the Board with their draft minutes from the July 13, 2017, September 20, 2017 and September 28, 2017 meetings. Dawn Bekenyi, Administrative Assistant, presented the financial report. 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.

Larry Davis moved to approve the consent agenda: minutes of the July 13, 2017 and September 20, 2017 Board meeting and September 28, 2017 Special meeting as mailed, the financial report and authorize payment of District invoices and incurred expenses (below), as listed in the Accounts Payable Report. The Board further authorizes the payment of District expenses incurred subject to their review and approval at the next Board meeting. Larry Helm seconded the motion. The motion passed.

The following voucher/warrants are approved for payment:

Oct 2017 - balance					
Voucher (check) numbers	25348	through	25381	and totaling	117,951.29
Payroll check numbers:	25382	through	25403	and totaling	43465.59
November 2017					
Voucher (check) numbers	25404	through	25417	and totaling	23,628.31
Payroll check numbers:	25418	through	25439	and totaling	44,099.56

VIII. Action Items (cont.).

A. Approval of Farm Plans.

Conservation Reserve Enhancement Program (CREP) Contracts –

CREP is a joint federal and state program to enhance fish habitat and protect water quality. The U.S. Department of Agriculture (USDA) Farm Service Agency (FSA) is the administrative lead. A District resource specialist (Wayne Chaudiere, Frank Corey or Emily Hirsch) works with a landowner to develop a conservation plan that includes practices meeting the landowner's needs. It is reviewed for technical sufficiency by the Natural Resources Conservation Service representative (Alex Hall) and George Boggs. The landowner signs the plan and it is passed on to FSA. The FSA County Oversight Committee (COC) approves all CREP plans. The current District policy is that once FSA approves the Federal Contract and CREP plan, then the CREP maintenance contract is brought to the Board for its approval. Absent unusual circumstances, the Board approves the standard-language maintenance agreement prescribed by the State Conservation Commission.

There were three CREP maintenance contracts submitted for Board approval.

Larry Davis moved to ratify the CREP maintenance contracts provided by staff for: RJ Blok Holdings LLC (Roger Blok); Jamie & Nicole Huson; and Jon Paulson. Larry Helm seconded the motion. The motion passed unanimously.

CPAL Moderate Intensity Farm Plan Approval –

Staff wrote a moderate intensity farm plan for Tarlochan Buttar. It fulfilled the requisite elements for that type of plan. Staff recommended Board approval.

Larry Davis moved to approve the CPAL Moderate Intensity Farm plan for Tarlochan Buttar. Larry Helm seconded the motion. The motion passed.

B. Approve Election Resolution.

A conservation district must hold a Supervisor election each year. The purpose of the Notice of the Adopted Election Resolution is to inform the public, voters and potential candidates of the date, time, place and manner of the election. The district must work within a strict framework of deadlines prescribed by the Washington State Conservation Commission.

The Board recommended using additional help to answer the phones for ballot requests. There was discussion on how this workload would fit in with current staffing and the budget.

Theresa Sygitowicz moved to adopt the election resolution as follows:

- **The poll site election will be held at the District office, 6975 Hannegan Road, Lynden, WA**
- **The election will be on Tuesday, March 13, 2018**
- **Polls will be open from 9:00 am to 6:00 pm**
- **Board selected Dawn Bekenyi as Election Supervisor**

- **Additionally, the District will have a mail-in election with ballot distribution by request.**
- **Candidate filing deadline is January 19, 2018 at 4:00 pm**
- **The last day to request an absentee ballot is February 7, 2018 at 4:00 pm**
- **The District chose to publish all further election notices on-line only on the District's website.**

Larry Davis seconded the motion. The motion passed.

C. Pascale & Health Insurance.

The recommendation to the Board was to not change the current pay scale at this point. Health Insurance is important. Team Managers would like to continue the current practice of paying all the premiums.

Larry Davis moved to continue with the current compensation package that the District has in place (100% benefits), if the law changes to more than the proposed current increase of 5.4%, then the Board would like to renegotiate the coverage terms. Larry Helm seconded the motion. The motion passed.

D. Farmers for Clean Water – Stewardship Signage Project.

George talked about the current signage showing the benefits of cover crops. The proposed next step would be to establish a “Farmers for Clean Water” recognition program and collaborate with Sustainable Connections to identify farmers meeting our criteria in the Food & Farm Finder booklet. There was some discussion on how this volunteer program would work.

Larry Davis moved to approve the Farmers for Clean Water Signage Program. Larry Helm seconded the motion. The motion passed.

IX. Other Business.

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

Alex was not present. George gave a background on their workload and staffing shortages. There may be the ability for the District to assist with the shortage through Technical Service Provider Task Orders.

B. Supervisors.

Larry Davis –

Larry is chairing the planning committee for the WACD annual meeting in Kennewick.

Larry was interviewed by the Washington State Auditor as a part of our audit.

Larry reported on activities with the Ag Advisory Committee and the Critical Areas Ordinance update.

Theresa Sygitowicz –

Theresa reported on activities and meetings that she attended since the last Board meeting.

Larry Helm –

Larry was elected as the new NW Area Director for the Washington Association of Conservation Districts as the NW Area meeting.

Larry reported on meetings that he attended and ag related conversations at those meetings.

Heather Christianson –

Heather, Theresa and Larry Helm attended the Farm Bureau meetings. There was discussion regarding how to identify fecal coliform sources.

Theresa Sygitowicz –

There was discussion regarding expanding the Board by having Associate Members. Theresa sees a shortage of agriculture producers currently being represented on the Board. The Board directed George and Larry Helm to draft a letter to seek potential candidates. The Board will review their current associate supervisor policy.

C. George Boggs, Executive Director.

Critical Areas Ordinance (CAO) –

George reported that next Tuesday is the last work session for the County on the CAO update. Whatcom County will adopt a draft CAO and then have Public Hearings. George shared five points to consider. Larry Helm would like to wait until we see the draft CAO update to make comments. Theresa would encourage the Board to write some input to present to the Council prior to their draft release. Both Larry Helm and Larry Davis would like to wait until we know what the update will be before a response is drafted for comment. There was discussion regarding how to proceed when the CAO update is ready for Public Comment.

Puget Sound Partnerships –

There was discussion regarding Bold Action proposed. George wrote a letter of concern about language that could be construed to supplant NRCS standards and practices. He was contacted by a representative of the Tulalip Tribe, who assured George that this was unintended. Together they worked out the language that was adopted by the Leadership Committee of the Puget Sound Partnership.

Budget –

George informed the Board that he was taking some leave. George delegated Frank Corey to work on administrative matters in his absence.

Theresa Sygitowicz moved to authorize Frank Corey to sign vouchers and travel forms for the granting agencies until March 1, 2018. Larry Davis seconded the motion. The motion passed.

Banking/Line of Credit –

George reviewed the resolution to establish and utilize the Line of Credit with Peoples Bank.

Theresa Sygitowicz moved to approve the Resolution 17-2 Establishing Line of Credit for \$150,000 with Peoples Bank. Larry Davis seconded the motion. The motion passed.

The Board signed the paperwork.

X. Record of Board Actions.

17-79 Larry Davis moved to surplus the Toyota Previa. Larry Helm seconded the motion. The motion passed.

17-80 Larry Davis moved to approve the consent agenda: minutes of the July 13, 2017 and September 20, 2017 Board meeting and September 28, 2017 Special meeting as mailed, the financial report, authorize payment of District invoices, and incurred expenses (below), as listed in the Accounts Payable Report. The Board further authorizes the payment of District expenses incurred subject to their review and approval at the next Board meeting. Larry Helm seconded the motion. The motion passed.

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- 17-81 Larry Davis moved to ratify the CREP maintenance contracts provided by staff for: RJ Blok Holdings LLC (Roger Blok); Jamie & Nicole Huson; and Jon Paulson. Larry Helm seconded the motion. The motion passed unanimously.**
- 17-82 Larry Davis moved to approve the CPAL Moderate Intensity Farm plan for Tarlochan Buttar. Larry Helm seconded the motion. The motion passed.**
- 17-83 Theresa Sygitowicz moved to adopt the election resolution as follows:**
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- Larry Davis seconded the motion. The motion passed.**
- 17-84 Larry Davis moved to continue with the current compensation package that the District has in place (100% benefits), if the law changes to more than the proposed current increase of 5.4%, then the Board would like to renegotiate the coverage terms. Larry Helm seconded the motion. The motion passed.**
- 17-85 Larry Davis moved to approve the Farmers for Clean Water Signage Program. Larry Helm seconded the motion. The motion passed.**
- 17-86 Theresa Sygitowicz moved to authorize Frank Corey to sign vouchers and travel forms for the granting agencies until March 1, 2018. Larry Davis seconded the motion. The motion passed.**
- 17-87 Theresa Sygitowicz moved to approve the Resolution 17-2 Establishing Line of Credit for \$150,000 with Peoples Bank. Larry Davis seconded the motion. The motion passed.**

XI. Adjournment.

There being no further business before the meeting, Larry Helm moved to adjourn the meeting at 3:20 p.m. Larry Davis seconded the motion. The motion passed.

The meeting, on motion duly made, seconded and carried, adjourned at 3:20 p.m.

Dated: April 27, 2018

Approved: _____

Dawn Bekenyi, Administrative Assistant