

2013 Board Resolutions

January 10, 2013 Board meeting

- 13-1** Larry Davis moved that the minutes of the December 13, 2012 Board meeting be approved as mailed. Larry Helm seconded the motion. The motion passed.
- 13-2** 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.

13-3

The following voucher/warrants are approved for payment:

Dec 2012 - balance					
Voucher (check) numbers	<u>20081</u>	through	<u>20117</u>	and totaling	<u>40,182.25</u>
Payroll check numbers:	<u>20118</u>	through	<u>20130</u>	and totaling	<u>27,606.40</u>
January 2013					
Voucher (check) numbers	<u>20131</u>	through	<u>20148</u>	and totaling	<u>20,575.17</u>
Payroll check numbers:	<u>20149</u>	through	<u>20161</u>	and totaling	<u>27,915.99</u>

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

- 13-4** Larry Helm moved to change the February board meeting to Wednesday, February 13, 2013 at 7:00 p.m. Larry Davis seconded the motion. The motion passed.
- 13-5** Larry Helm moved to authorize purchase of 500 reusable grocery bags not to exceed the quote from Enviro-Tote. Larry Davis seconded the motion. The motion passed.
- 13-6** Larry Helm moved to send George Boggs to the NACD Annual meeting in San Antonio, TX to get his award. Larry Davis seconded the motion. The motion passed.

February 13, 2013 Board meeting

- 13-7** Larry Helm moved that the minutes of the January 10, 2013 Board meeting be approved as mailed. Larry Davis seconded the motion. The motion passed.
- 13-8** 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.

13-9

The following voucher/warrants are approved for payment:

Jan 2013 - balance					
Voucher (check) numbers	<u>20162</u>	through	<u>20178</u>	and totaling	<u>15,131.96</u>
Payroll check numbers:	<u>20179</u>	through	<u>20192</u>	and totaling	<u>28,580.16</u>
February 2013					
Voucher (check) numbers	<u>20193</u>	through	<u>20216</u>	and totaling	<u>33,851.99</u>
Payroll check numbers:	<u>20217</u>	through	<u>20230</u>	and totaling	<u>28,464.49</u>

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

- 13-10 **Larry Davis moved to enter into a contract with Golden Eagle Cleaning Company for janitorial services in the amount of \$525 per month to begin on March 1, 2013. Dick Yoder seconded the motion. The motion passed.**
- 13-11 **Larry Helm moved to re-elect Richard Yoder, the incumbent, through WAC 135.110.370. Terry Lenssen seconded the motion. The motion passed.**
- 13-12 **Larry Helm moved to approve and sign the Inter-local Agreement with Whatcom County FCZD for \$15,000.00 for a two year contract to do riparian restoration planning work. Dick Yoder seconded the motion. The motion passed.**
- 13-13 **Larry Davis moved to approve the proposed changes in the Puget Sound Caucus Inter-local Agreement. Dick Yoder seconded the motion. The motion passed.**
- 13-14 **Larry Davis moved to authorize George Boggs, or a Supervisor that will attend the Puget Sound Caucus meeting, to sign the Puget Sound Caucus Inter-local Agreement. Terry Lenssen seconded the motion. The motion passed.**
- 13-15 **Larry Helm moved to approve payment of the 2013 National Association of Conservation District dues in the amount of \$670. Larry Davis seconded the motion. The motion passed.**
- 13-16 **Dick Yoder moved to partner with Whatcom County Parks and Pioneer Meadows Montessori School on the 5K Fun Run Project. Larry Helm seconded the motion. The motion passed.**

March Board meeting cancelled due to schedule conflict

April 14, 2013 Board meeting

- 13-17 **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.**

13-18

The following voucher/warrants are approved for payment:

Feb 2013 - balance					
Voucher (check) numbers	<u>20231</u>	through	<u>20241</u>	and totaling	<u>5,044.08</u>
Payroll check numbers:	<u>20242</u>	through	<u>20255</u>	and totaling	<u>28,476.03</u>
March 2013					
Voucher (check) numbers	<u>20256</u>	through	<u>20274</u>	and totaling	<u>22,415.95</u>
Payroll check numbers:	<u>20276</u>	through	<u>20289</u>	and totaling	<u>28,138.84</u>
Voucher (check) numbers	<u>20290</u>	through	<u>20311</u>	and totaling	<u>15,224.88</u>
Payroll check numbers:	<u>20312</u>	through	<u>20325</u>	and totaling	<u>29,109.02</u>
Voucher (check) number	<u>20326</u>			and totaling	<u>75.00</u>
April 2013					
Voucher (check) numbers	<u>20327</u>	through	<u>20356</u>	and totaling	<u>34,228.81</u>
Payroll check numbers:	<u>20357</u>	through	<u>20370</u>	and totaling	<u>28,963.66</u>

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

- 13-19 **Larry Helm moved to support the Snohomish Conservation District grant from DNR supporting the Tree City USA program in Whatcom county and Leif Fixen as the contact.**

All concerns in our county would come to the Whatcom Conservation District. Dick Yoder seconded the motion. The motion passed.

13-20 Terry Lenssen moved to approve the Dairy Nutrient Management Plans for:

- Hopewell Farm (Pete Dykstra)
- Paul Bonsen Dairy.

Dick Yoder seconded the motion. The motion passed.

13-21 Dick Yoder moved to approve the Livestock Nutrient Management Plan for:

- Whatcom County Parks – Hovander Park.

Larry Davis seconded the motion. The motion passed.

13-22 Larry Helm moved to approve the Standard Farm Plan Checklist and EPA Birch Bay Project cost-share application for Nick Potts. Terry Lessen seconded the motion. The motion passed.

13-23 Larry Helm moved that the Whatcom Conservation District co-sponsor with the shellfish growers a community outreach event at the Haynie Grange to establish a rapport between oyster growers and farmers regarding water quality, for an amount up to \$500. Larry Davis seconded the motion. The motion passed.

13-24 Dick Yoder moved to delegate Larry Helm and Terry Lenssen as the subcommittee to provide comments for the Whatcom Conservation District and grant them authority to voice our Conservation District's concerns of the 3DT paper. Larry Davis seconded the motion. The motion passed.

13-25 Larry Davis moved to send a letter with Joe's signature to our legislators capturing the points in the recommendation and including the budget provisos as Whatcom can leverage funds. Larry Helm seconded the motion. The motion passed.

May 9, 2013 Board meeting

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

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.

- 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.

June 13, 2013 Board meeting

- 13-36 Larry Helm moved that the minutes of the May 9, 2013 Board meeting be approved as mailed. Larry Davis seconded the motion. The motion passed.
- 13-37 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.

13-38

The following voucher/warrants are approved for payment:

May 2013 - balance					
Voucher (check) numbers	<u>20445</u>	through	<u>20481</u>	and totaling	<u>74,153.08</u>
Payroll check numbers:	<u>20482</u>	through	<u>20495</u>	and totaling	<u>29,951.85</u>
June 2013					
Voucher (check) numbers	<u>20496</u>	through	<u>20519</u>	and totaling	<u>49,214.74</u>
Payroll check numbers:	<u>20520</u>	through	<u>20533</u>	and totaling	<u>28,754.48</u>

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

- 13-39 Terry Lenssen moved to approve and sign the Master Contract with the Washington State Conservation Commission. Larry Davis seconded the motion. The motion passed.

- 13-40 Larry Davis moved to approve the FY14 Authorized Signatures Form as outlined with all Board members and George Boggs as authorized signatories for the respective categories. Dick Yoder seconded the motion. The motion passed.
- 13-41 Larry Helm moved that George Boggs, Executive Director, explore the need for extra space for District programs. Dick Yoder seconded the motion. The motion passed.
- 13-42 Terry Lenssen moved to approve and recertify the Dairy Nutrient Management Plan for:
- Veen Huizen LLC.
- Dick Yoder seconded the motion. The motion passed.
- 13-43 Larry Helm moved to approve the Dairy Nutrient Management Plan for:
- Tim VanderHaak.
- Terry Lenssen seconded the motion. The motion passed.
- 13-44 Larry Helm moved to approve the Standard Farm Plan Checklist and EPA Birch Bay Project cost-share application for Jim & Diane Bern for up to \$5,000. Terry Lessen seconded the motion. The motion passed.
- 13-45 Larry Helm moved to approve the Standard Farm Plan Checklist and EPA Birch Bay Project cost-share application for Rick & Freya Rensink for up to \$5,000. Larry Davis seconded the motion. The motion passed.
- 13-46 Larry Helm moved that:
- Plans and agreements are to be made available for review not less than seven days before a board meeting, and
 - A brief summary is to be provided to them by email
- If this cannot be accomplished, then the responsible resource planner is to attend the meeting to:
- Explain why the plan and summary could not be provided in a timely manner, and
 - The exigent circumstances that warrant approval at this meeting, and
 - Provide a brief oral summary of the plan/agreement and answer any questions that they may have.
- Larry Davis seconded the motion. The motion passed.
- 13-47 Terry Lenssen moved to approve and sign the master contract with the Washington Department of Enterprise Services. Larry Davis seconded the motion. The motion passed.
- 13-48 Larry Helm moved to enter into a contract with Skagit Conservation District for the Firewise program for \$2,500. Terry Lenssen seconded the motion. The motion passed.
- 13-49 Dick Yoder moved to approve the payroll step increase for Nichole Embertson. Terry Lenssen seconded the motion. The motion passed.
- 13-50 Larry Davis moved to approve Resolution 13-01 Whatcom Conservation District WSCC Cost-share Policy as amended to include language regarding NRCS hold down rates as set by the Local Work Group. Larry Helm seconded the motion. The motion passed.
- 13-51 Dick Yoder moved to keep the current slate of Board officers, Joe Heller as Chair; Terry Lenssen Vice-Chair and Larry Davis as Secretary/Treasurer. Larry Helm seconded the motion. The motion passed.

13-52 Larry Helm moved to pay staff for the month of July out of District reserves if necessary in the event that there was no state budget. Terry Lenssen seconded the motion. The motion passed.

July 11, 2013 Board meeting

13-53 Larry Helm moved that the minutes of the June 13, 2013 Board meeting be approved as mailed. Larry Davis seconded the motion. The motion passed.

13-54 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.

13-55

The following voucher/warrants are approved for payment:

June 2013 - balance

Voucher (check) numbers	<u>20534</u>	through	<u>20544</u>	and totaling	<u>4,065.92</u>
Payroll check numbers:	<u>20545</u>	through	<u>20558</u>	and totaling	<u>28,334.79</u>
Voucher (check) numbers	<u>20559</u>	through	<u>20626</u>	and totaling	<u>119,062.50</u>

July 2013

Voucher (check) numbers	<u>20627</u>	through	<u>20645</u>	and totaling	<u>22,132.30</u>
Payroll check numbers:	<u>20646</u>	through	<u>20660</u>	and totaling	<u>29,708.79</u>

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

13-56 Larry Helm moved to approve the Comprehensive Nutrient Management Plan for Curt Lagerwey. Larry Davis seconded the motion. The motion passed.

13-57 Dick Yoder moved to approve the grant addendum scope of work as presented and authorize Joe Heller, Chair, to sign them. Larry Davis seconded the motion. The motion passed.

13-58 Larry Davis moved to authorize the Chair and Treasurer to sign the Initial Payment Request Forms for Basic Allocation and the respective program Grant Addendums. Dick Yoder seconded the motion. The motion passed.

13-59 Larry Helm moved to award the Mt Baker FFA Forestry Team in recognition of their success at the state competition with a certificate and \$150. Dick Yoder seconded the motion. The motion passed.

August 8, 2013 Board meeting

13-60 Larry Helm moved that the minutes of the July 11, 2013 Board meeting be approved as mailed. Dick Yoder seconded the motion. The motion passed.

13-61 Larry Davis moved to approve the Financial Report. Dick Yoder seconded the motion. The motion passed. Upon motion made and duly seconded, the Treasurer's Report was approved.

13-62

The following voucher/warrants are approved for payment:

July 2013 - balance

Voucher (check) numbers	<u>20661</u>	through	<u>20696</u>	and totaling	<u>93,831.19</u>
Payroll check numbers:	<u>20697</u>	through	<u>20711</u>	and totaling	<u>29,865.80</u>
August 2013					
Voucher (check) numbers	<u>20712</u>	through	<u>20730</u>	and totaling	<u>33,700.40</u>
Payroll check numbers:	<u>20732</u>	through	<u>20746</u>	and totaling	<u>29,803.02</u>

Moved by Larry Davis. Dick Yoder seconded the motion. The motion passed.

13-63 Larry Helm moved to ratify the CREP maintenance contracts for:

- Acme Properties, LLC – Gates CREP Project (08-04-CR:09-28)
- Acme Properties, LLC – Guerrero CREP Project (08-04-CR:09-28)
- Acme Properties, LLC – Gates CREP Project (08-04-CR:09-28).

Larry Davis seconded the motion. The motion passed.

13-64 Larry Helm moved to authorize Chris Clark to negotiate with 3-5 cooperators for compensation to participate in the lagoon assessment project giving Joe Heller, Chair, authority to sign the agreements for the negotiated fee on behalf of the Whatcom Conservation District based on actual costs and consistent with WSDA limitations and the scope of work in our agreement. Larry Davis seconded the motion. The motion passed.

14-65 Larry Davis authorized the Chair to execute an Inter-local Agreement with Franklin Conservation District to do education programs in Whatcom County. Larry Helm seconded the motion. The motion passed.

14-66 Larry Helm moved to seek funding for the Whatcom Conservation District's number one priority, Roger Blok, for \$50,000 for a manure lagoon liner and pumps based upon his history for need and his readiness to proceed. Staff is directed to work on a priority scheme for the number two project. Staff will call the others on the list to see if they are interested and ready to proceed. Larry Davis seconded the motion. The motion passed.

September 12, 2013 Board meeting

12-67 Dick Yoder moved that the minutes of the August 8, 2013 Board meeting be approved as mailed. Terry Lenssen seconded the motion. The motion passed.

12-68 Larry Helm moved to approve the Financial Report. Terry Lenssen seconded the motion. The motion passed. Upon motion made and duly seconded, the Treasurer's Report was approved.

12-69

The following voucher/warrants are approved for payment:

Aug 2013 – balance

Voucher (check) numbers	<u>20747</u>	through	<u>20761</u>	and totaling	<u>7,876.99</u>
Payroll check numbers:	<u>20762</u>	through	<u>20776</u>	and totaling	<u>29,527.48</u>

September 2013

Voucher (check) numbers	<u>20777</u>	through	<u>20805</u>	and totaling	<u>18,996.85</u>
Payroll check numbers:	<u>20806</u>	through	<u>20820</u>	and totaling	<u>29,572.57</u>

Moved by Larry Helm. Terry Lenssen seconded the motion. The motion passed.

12-70 Larry Helm moved to certify the Dairy Nutrient Management Plan for:

- Jackie's Jersey Milk (Bill DeGroot).

Terry Lenssen seconded the motion. The motion passed.

12-71 Larry Helm moved to ratify the CREP maintenance contracts for:

- **Lyle & Tamera Bronkema (12-04-CS:12-26)**
- **Melvin Byers (12-04-CS:13-02)**
- **Stephen Carlton (12-04-CS:13-05)**
- **Rose Anne Featherton (12-04-CS:13-03)**
- **Mark & Angela Ferguson (12-04-CS:13-07)**
- **Forthun Family Trust (Robert Forthun) (12-04-CS:13-06)**
- **Sam & Heather Hinds (12-04-CS:13-08)**
- **Sally Howell (12-04-CS:13-11)**
- **Robert Butterfield & Miriam Freshley (14-04-CS:13-24)**
- **Steven Field & Marlana Adams-Field (14-04-CS:13-21)**
- **Richard Owens & Heather Westman (14-04-CS:13-20).**

Terry Lenssen seconded the motion. The motion passed.

12-72 Larry Davis moved to approve the Maintenance Budget Increase Approval sheet recommending to the Conservation Commission new maintenance caps for Shetler (263), Uhl (225), Patz (249), Dougherty (299), King (316), Littleton (342), Plagerman (329), and Plagerman (328) CREP projects. Dick Yoder seconded the motion. The motion passed. Larry Helm opposed.

12-73 Dick Yoder moved to approve the WSU Energy Audit contract for \$7,000 for the District to provide Dairy Farm Energy Audit Field Support. Larry Davis seconded the motion. The motion passed.

12-74 Terry Lenssen moved to approve the one-year extension of Supplemental Lease Agreement #6 with USDA NRCS at the current rate of \$5,225 per month. Larry Helm seconded the motion. The motion passed.

12-75 Larry Helm moved to approve resolution titled “NACD Communications on Adopted Resolutions” and take to the WACD NW Area meeting in Jefferson County. Dick Yoder seconded the motion. The motion passed.

12-76 Larry Helm moved to send Dawn Bekenyi to WACD to assist at the Annual Meeting in Suncadia in December. Terry Lenssen seconded the motion. The motion passed.

12-77 Larry Helm moved to authorize cashing out annual leave for Chris Clark for all but, 160 hours (one month) of annual leave. Terry Lenssen seconded the motion. The motion passed.

12-78 Larry Helm moved to approve the Cost-share Prioritization Criteria as amended. Terry Lenssen seconded the motion. The motion passed.

October 10, 2013 Board meeting

13-79 Larry Helm moved that the minutes of the September 12, 2013 Board meeting be approved as mailed. Dick Yoder seconded the motion. The motion passed.

13-80 Larry Helm moved to approve the Financial Report. Dick Yoder seconded the motion. The motion passed. Upon motion made and duly seconded, the Treasurer’s Report was approved.

- 13-81 Larry Davis moved to ratify the CREP maintenance contracts provided by Emily Hirsch for:
- Erika & Jordan Beaudin – 14-04-CS:13-12
 - Ellen & Gary Gehling – 14-04-CS:13-10
 - Michael Taylor – 14-04-CS:13-09.

Larry Helm seconded the motion. The motion passed.

- 13-82 Larry Helm moved to ratify the CREP maintenance contracts provided by Frank Corey for:
- Rick & Denise Bosman – 14-04-CS:13-23
 - Shamsher & Bakhtaur Lidder – 14-04-CS:13-19
 - Carl & Shirley Obermeier – 14-04-CS:13-25
 - Harry & Mary Pardue – 14-04-CS:13-22.

Larry Davis seconded the motion. The motion passed.

- 13-83 Larry Helm moved to ratify the CREP maintenance contracts provided by Wayne Chaudiere for:
- David Webb – 14-04-CS:13-18
 - David Webb – 14-04-CS:13-14.

Larry Davis seconded the motion. The motion passed.

- 13-84 Larry Helm moved to approve a two-step increase in payroll for Corina Cheever. Larry Davis seconded the motion. The motion passed.

- 13-85 Larry Helm moved to schedule an all-staff and Board planning session at Bellewood Acres on December 9, 2013 and authorize payment to Mary Dumont Associates to facilitate the meeting at \$1,500, plus facility rent and meal costs per the bid received in order to make the planning session a success to plan for the future of the Whatcom Conservation District. Larry Davis seconded the motion. The motion passed.

November 14, 2013 Board meeting

- 13-86 Larry Helm moved that the minutes of the October 10, 2013 Board meeting be approved as mailed. Larry Davis seconded the motion. The motion passed.

- 13-87 Larry Davis moved to approve the Financial Report. Terry Lenssen seconded the motion. The motion passed. Upon motion made and duly seconded, the Treasurer's Report was approved.

13-88

The following voucher/warrants are approved for payment:

Oct 2013 - balance					
Voucher (check) numbers	<u>20907</u>	through	<u>20929</u>	and totaling	<u>23,593.51</u>
Payroll check numbers:	<u>20930</u>	through	<u>20944</u>	and totaling	<u>29,678.99</u>
November 2013					
Voucher (check) numbers	<u>20945</u>	through	<u>21001</u>	and totaling	<u>89,182.03</u>
Payroll check numbers:	<u>21002</u>	through	<u>21014</u>	and totaling	<u>28,197.20</u>

Moved by Larry Davis. Terry Lenssen seconded the motion. The motion passed.

- 13-89 Larry Helm moved to adopt and sign Resolution RS-13-2 Whatcom Conservation District Supervisors Election Resolution as follows:
- Election to be held at the District office, 6975 Hannegan Road, Lynden, WA

- On Tuesday, March 11, 2014
- 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 31, 2014 at 4:00 pm.
- The last day to request an absentee ballot is February 10, 2014 at 4:00 pm.

Terry Lenssen seconded the motion. The motion passed.

- 13-90 Larry Helm moved to authorize George Boggs, Larry Davis, Larry Helm, Terry Lenssen and Joe Heller attend the WACD annual meeting and stay at Suncadia for lodging rates in excess of the state per diem rate as per the Exceeding Maximum Per Diem Form. Terry Lenssen seconded the motion. The motion passed.
- 13-91 Larry Davis moved to approve payment of the 2014 National Association of Conservation Districts dues in the amount of \$718. Terry Lenssen seconded the motion. The motion passed.
- 13-92 Terry Lenssen moved to rehire Brandi Hutton to provide staff support and as the 2014 Plant Sale intern. Larry Davis seconded the motion. The motion passed.

December 12, 2013 Board meeting

- 13-93 Larry Helm moved that the minutes of the November 14, 2013 Board meeting be approved as mailed. Dick Yoder seconded the motion. The motion passed.
- 13-94 Larry Helm moved to approve the Financial Report. Dick Yoder seconded the motion. The motion passed. Upon motion made and duly seconded, the Treasurer's Report was approved.

13-95

The following voucher/warrants are approved for payment:

Nov 2013 - balance					
Voucher (check) numbers	<u>21015</u>	through	<u>21025</u>	and totaling	<u>2,541.48</u>
Payroll check numbers:	<u>21026</u>	through	<u>21039</u>	and totaling	<u>28,617.05</u>
December 2013					
Voucher (check) numbers	<u>21040</u>	through	<u>21097</u>	and totaling	<u>86,413.84</u>
Payroll check numbers:	<u>21098</u>	through	<u>21111</u>	and totaling	<u>28,613.46</u>

Moved by Larry Helm. Dick Yoder seconded the motion. The motion passed.

- 13-96 Larry Helm moved to sign the contract amendment to extend the WSU Extension Energy Audit Agreement for one year until December 31, 2014. Dick Yoder seconded the motion. The motion passed.
- 13-97 Larry Helm moved to authorize Frank Corey to cooperatively develop and submit a stormwater grant retrofit design application for the Northwest Washington Fairgrounds in Lynden to the Washington State Department of Commerce. This includes hiring expert assistance up to but not exceeding \$1,000.00. The application will be for the first phase, design only. Dick Yoder seconded the motion. The motion passed.

13-98 Larry Helm moved to approve a step increase in payroll for Emily Hirsch to Band C1 Step 4. Terry Lenssen seconded the motion. The motion passed.