

2016 Board Resolutions

January 14, 2016 Board meeting

- 16-01 Larry Helm moved to approve the consent agenda: minutes of the December 10, 2015 Board 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. Joe Heller seconded the motion. The motion passed.**

The following voucher/warrants are approved for payment:

Dec 2015 - balance					
Voucher (check) numbers	23272	through	23288	and totaling	4,491.17
Payroll check numbers:	23289	through	23305	and totaling	32,993.73
January 2016					
Voucher (check) numbers	23306	through	23324	and totaling	21,434.13
Payroll check numbers:	23325	through	23340	and totaling	32,138.92
Voucher	EFT			and totaling	3.20

- 16-02 Larry Helm moved to approve the Dairy Nutrient Management Plan for Meadow Park #2 (Kevin Engelsma). Dan Heeringa seconded the motion. The motion passed.**
- 16-03 Joe Heller moved to approve and recertify the Dairy Nutrient Management Plan for Twin Brook Creamery (Larry Stap). Larry Helm seconded the motion. The motion passed.**
- 16-04 Joe Heller moved to approve the Conservation Farm Plan for Brar Brothers (Harbinder & Jamail Brar). Larry Helm seconded the motion. The motion passed.**
- 16-05 Larry Helm moved to approve the Conservation Farm Plan for KN Berry Farms (Harman Brar). Dan Heeringa seconded the motion. The motion passed.**
- 16-06 Larry Helm moved to approve the Conservation Farm Plan for Maberry Packing (Jon Maberry). Dan Heeringa seconded the motion. The motion passed.**
- 16-07 Larry Helm moved to renew the National Association of Conservation District membership dues for \$390.00 total. Joe Heller seconded the motion. The motion passed.**
- 16-08 Larry Helm move to approve a step increase in payroll for Emily Hirsch to Band C1 Step 6. Joe Heller seconded the motion. The motion passed.**
- 16-09 Larry Helm move to authorize hiring a printer to produce election envelopes and other necessary materials for the 2016 Supervisor Election up to \$5,000. Joe Heller seconded the motion. The motion passed.**
- 16-10 Larry Helm moved to write a letter to the Nooksack Tribe explaining that to receive Whatcom Conservation District support of their proposed projects there needs to be buy-in support from farmers and landowners impacted. Dan Heeringa seconded the motion. The motion passed.**

February 11, 2016 Board meeting

- 16-11 Larry Helm moved to approve the consent agenda: minutes of the January 14, 2016 Board 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. Dick Yoder seconded the motion. The motion passed.

The following voucher/warrants are approved for payment:

Jan 2016 - balance					
Voucher (check) numbers	<u>23341</u>	through	<u>23358</u>	and totaling	<u>12,243.39</u>
Payroll check numbers:	<u>22359</u>	through	<u>23376</u>	and totaling	<u>32,510.64</u>
February 2016					
Voucher (check) numbers	<u>23377</u>	through	<u>23402</u>	and totaling	<u>47,578.44</u>
Payroll check numbers:	<u>23403</u>	through	<u>23418</u>	and totaling	<u>32,252.41</u>

- 16-12 Larry Helm moved to certify the Dairy Nutrient Management Plan for Hidden Acres Dairy (Corby Groen). Dick Yoder seconded the motion. The motion passed.**
- 16-13 Dan Heeringa moved to approve the Dairy Nutrient Management Plan for Garrison Road Dairy LLC (Jay & Larry VanMiddendorp). Larry Helm seconded the motion. The motion passed.**
- 16-14 Larry Helm moved to approve the Conservation Farm Plan for Satyrday Farms (David & Joanne Hisdal). Dick Yoder seconded the motion. The motion passed.**
- 16-15 Larry Helm moved to approve the standard checklist farm plan for Gerritt VanWeedhuizen. Dick Yoder seconded the motion. The motion passed.**
- 16-16 Larry Helm moved to authorize the District Chair to subcontract with South Dakota State University in the amount of \$63,444 and Virginia Tech in the amount of \$199,400 to accomplish the activities anticipated of those institutions in the CIG. The form of the subcontracts is to meet the requirements of the District's CIG agreement with USDA and Washington State Law. Dan Heeringa seconded the motion. The motion passed.**
- 16-17 Larry Helm moved to approve the proposed budget of \$880 to fund the Whatcom Hills Waldorf School Native Plant Education Partnership project out of the District's education fund. Dan Heeringa seconded the motion. The motion passed.**
- 16-18 Larry Helm moved to approve the purchase of 675 totes for \$2,483.25 + shipping from Enviro-Tote, Inc. Dan Heeringa seconded the motion. The motion passed.**
- 16-19 Larry Helm moved to authorize staff to contract for needed facility improvements for approximately \$10,000 and in addition purchase cabinets. Dick Yoder seconded the motion. The motion passed.**

March 2016 Board meeting was cancelled due to lack of quorum

April 14, 2016 Board meeting.

- 16-20 Joe Heller moved to approve the consent agenda: minutes of the February Board meeting as mailed the financial report and authorize payment of District invoices and incurred expenses (below), as listed in the Accounts Payable Report and approve the step increase for Aneka Sweeney to Band C1 Step 6. The Board further authorizes the payment of District expenses incurred subject to their review and approval at the next Board meeting. Dick Yoder seconded the motion. The motion passed.**

The following voucher/warrants are approved for payment:

Feb 2016 - balance					
Voucher (check) numbers	<u>23419</u>	through	<u>23442</u>	and totaling	<u>8,929.24</u>
Payroll check numbers:	<u>23443</u>	through	<u>23458</u>	and totaling	<u>32,069.65</u>
March 2016					
Voucher (check) numbers	<u>23459</u>	through	<u>23479</u>	and totaling	<u>76,917.38</u>
Payroll check numbers:	<u>23480</u>	through	<u>23495</u>	and totaling	<u>33,031.27</u>
Voucher (check) numbers	<u>23496</u>	through	<u>23525</u>	and totaling	<u>16,635.52</u>
Payroll check numbers:	<u>23526</u>	through	<u>23543</u>	and totaling	<u>37,080.06</u>
April 2016					
Voucher (check) numbers	<u>23544</u>	through	<u>23585</u>	and totaling	<u>53,463.091</u>
Payroll check numbers:	<u>23586</u>	through	<u>23602</u>	and totaling	<u>34,581.56</u>
Voucher (check) number	<u>23603</u>			and totaling	<u>679.00</u>

- 16-21 Larry Helm moved to approve the Critical Areas Ordinance Conservation Farm Plans for Ferndale Berry Farm (Jaswinder Singh) and Parm & Simran Brar. Dick Yoder seconded the motion. The motion passed.**
- 16-22 Larry Helm moved to approve the Whatcom County Standard Farm Plan for John F. Courtney. Dick Yoder seconded the motion. The motion passed.**
- 16-23 Joe Heller moved to ratify the CREP maintenance contract provided by Wayne Chaudiere for: Lowell Carlson. Larry Helm seconded the motion. The motion passed unanimously.**
- 16-24 Joe Heller moved to ratify the CREP maintenance contract provided by Wayne Chaudiere for: Ruben De La Garza. Dick Yoder seconded the motion. The motion passed unanimously.**
- 16-25 Larry Helm moved to ratify the CREP maintenance contract provided by Wayne Chaudiere for: Hank Roorda. Joe Heller seconded the motion. The motion passed unanimously.**
- 16-26 Larry Helm moved to write a letter to Mr. O’Brine clearly stating that the Board supports the staff recommended farm plan and that the Board urges Mr. O’Brine to reconsider and follow the farm plan as presented, authorizing the Board Chair to sign the letter. Joe Heller seconded the motion. The motion passed.**
- 16-27 Larry Helm moved to approve Resolution 2016-02 – revised Policy for Purchasing Goods and Services to include conducting a cost-price analysis for procurements using federal funds. Joe Heller seconded the motion. The motion passed.**
- 16-28 Larry Helm moved to approve renewal of MRSC Model Small Public Works, Consultant and Vendor Rosters contract for the \$120 annual fee. Joe Heller seconded the motion. The motion passed.**
- 16-29 Larry Helm moved to approve renewal of the Whatcom Conservation District’s participation in the Federal Surplus Personal Property Program as described in the application. Dick Yoder seconded the motion. The motion passed.**
- 16-30 Joe Heller moved to proceed with the ILA for the Cluster Engineer with suggested amendments as outlined and designate Larry Helm to act as Whatcom Conservation District Board representative if there are problems. Dick Yoder seconded the motion. The motion passed.**

- 16-31 **Joe Heller** move to approve and sign Amendment #1 to the WC PIC Livestock BMP Outreach & Cost-share agreement increasing compensation for outreach efforts by \$45,000. **Dick Yoder** seconded the motion. The motion passed.
- 16-32 **Larry Helm** moved to authorize **George** to seek and utilize the lowest qualified bidders for painting and flooring improvements to the building. **Joe Heller** seconded the motion. The motion passed.
- 16-33 **Larry Helm** moved to authorize hiring a small farm planner. **Joe Heller** seconded the motion. The motion passed.
- 16-34 **Dick Yoder** moved to authorize allowing **Chuck Timblin** to work part-time and utilize his banked sick leave. **Larry Helm** seconded the motion. The motion passed.

May 12, 2016 Board meeting

- 16-35 **Larry Helm** moved to approve the consent agenda: minutes of the April Board 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. **Joe Heller** seconded the motion. The motion passed.

The following voucher/warrants are approved for payment:

April 2016 - balance					
Voucher (check) numbers	<u>23604</u>	through	<u>23625</u>	and totaling	<u>68,338.28</u>
Payroll check numbers:	<u>23626</u>	through	<u>23642</u>	and totaling	<u>34,515.26</u>
Voucher (check) numbers	<u>23643</u>			and totaling	<u>1,123.13</u>
May 2016					
Voucher (check) numbers	<u>23644</u>	through	<u>23665</u>	and totaling	<u>68,137.48</u>
Payroll check numbers:	<u>23666</u>	through	<u>23683</u>	and totaling	<u>36,397.51</u>

- 16-36 **Larry Helm** moved to approve the Critical Areas Ordinance Conservation Farm Plans for **Sarbanand Farm**. **Joe Heller** seconded the motion. The motion passed.
- 16-37 **Larry Helm** moved to table the **WSDA Inter-Local Agreement** for a ½ time resource planner until it became clear where additional funding for the position could be found. **Dick Yoder** seconded the motion. The motion passed.
- 16-38 **Larry Helm** directed the Chair to write a letter to the Washington State Conservation Commission regarding the **Whatcom Conservation District's** position of the Cluster Engineer Inter-Local Agreement. **Joe Heller** seconded the motion. The motion passed.
- 16-39 **Joe Heller** moved to approve the current annual plan and revise as necessary at a later date. **Larry Helm** seconded the motion. The motion passed.

June 9, 2016 Board meeting

- 16-40 **Larry Helm** moved to approve the consent agenda: minutes of the May 12, 2016 Board 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. **Theresa Sygitowicz** seconded the motion. The motion passed.

The following voucher/warrants are approved for payment:

May 2016 - balance				
Voucher (check) numbers	<u>23684</u>	through	<u>23703</u>	and totaling <u>9,242.02</u>
Payroll check numbers:	<u>23704</u>	through	<u>23722</u>	and totaling <u>37,366.11</u>
June 2016				
Voucher (check) numbers	<u>23723</u>	through	<u>23747</u>	and totaling <u>54,277.06</u>
Payroll check numbers:	<u>23748</u>	through	<u>23764</u>	and totaling <u>36,915.43</u>

- 16-41** Chair –
Theresa Sygitowicz nominated Larry Helm as Chair.
Joe Heller nominated Larry Davis as Chair.

There were no further nominations for Chair. There was a request for the candidates to state their vision of the Conservation District and why they wanted to be Chairman. Larry Davis went first. Then Larry Helm spoke. Following their comments the Board voted. Larry Helm was elected as Chair.

- 16-42** Vice-Chair –
Larry Helm nominated Dan Heeringa as Vice-Chair.
Dan Heeringa nominated Larry Davis as Vice-Chair.

There were no further nominations for Vice-Chair. The Board voted. Larry Davis was elected as Vice-Chair.

- 16-43** Secretary/Treasurer –
Joe Heller nominated Dan Heeringa as Secretary/Treasurer.

There were no further nominations for Secretary/Treasurer. The Board voted on the nomination. Dan Heeringa was elected as Secretary/Treasurer.

- 16-44** **Larry Helm moved to elect the Board of Officers by acclamation. Theresa Sygitowicz seconded the motion. The motion passed.**
- 16-45** **Larry Helm moved to set the Board meeting on the seconded Thursday of the month at 6:30 p.m. Theresa Sygitowicz seconded the motion. The motion passed.**
- 16-46** **Theresa Sygitowicz moved to declare the ATV quad surplus equipment and seek a Conservation District to donate it to. The first Conservation District to respond that they would like it will receive the ATV. Larry Helm seconded the motion. The motion passed.**
- 16-47** **Theresa Sygitowicz moved to authorize all Board members and George be signers on the Whatcom Conservation District's bank accounts and write a letter authorizing Dawn Bekenyi to discuss the District accounts. Larry Helm seconded the motion. The motion passed.**

July 14, 2016 Board meeting

- 16-48** **Larry Davis moved to approve the consent agenda: authorize payment of District invoices and incurred expenses (below), as listed in the Accounts Payable Report, approve the step increases for Nichole Embertson to Band D1 Step 7 and Brandi Hutton to Band B1 Step 3 and approve the band advancement for Aneka Sweeney to Band C2 Step 6. The Board further authorizes the payment of District expenses incurred subject to their review and approval at the next Board meeting. Theresa Sygitowicz seconded the motion. The motion passed. (One abstention – TS.)**

The following voucher/warrants are approved for payment:

June 2016 - balance				
Voucher (check) numbers	<u>23768</u>	through	<u>23784</u>	and totaling <u>15,798.67</u>
Payroll check numbers:	<u>23785</u>	through	<u>23802</u>	and totaling <u>34,367.72</u>
July 2016				
Voucher (check) numbers	<u>23803</u>	through	<u>23835</u>	and totaling <u>53,269.72</u>
Payroll check numbers:	<u>23836</u>	through	<u>23852</u>	and totaling <u>34,446.33</u>

- 16-49 Joe Heller moved to approve the Dairy Nutrient Management Plan for Dan B Noteboom. Theresa Sygitowicz seconded the motion. The motion passed.**
- 16-50 Joe Heller moved to approve the Authorized Signatures Page. Grant Addendums for CREP Technical Assistance, Livestock, Implementation and Firewise, Basic Funding Allocation (from Implementation funding) and initial payment requests as presented. Larry Davis seconded. The motion passed.**
- 16-51 Larry Helm moved to authorize hiring an intern to work with the berry growers on the WSDA \$31,000 project funds. Larry Davis seconded the motion. The motion passed.**

August 11, 2016

- 16-52 Joe Heller moved to approve the June 9, 2016 Board meeting minutes and June 20 special meeting minutes as mailed and the July 14, 2016 Board meeting minutes as amended. Larry Davis seconded the motion. The motion passed.**
- 16-53 Joe Heller moved to approve the consent agenda: 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 Davis seconded the motion. The motion passed.**

The following voucher/warrants are approved for payment:

July 2016 - balance				
Voucher (check) numbers	<u>23853</u>	through	<u>23896</u>	and totaling <u>95,812.21</u>
Payroll check numbers:	<u>23897</u>	through	<u>23918</u>	and totaling <u>41,482.21</u>
August 2016				
Voucher (check) numbers	<u>23919</u>	through	<u>23967</u>	and totaling <u>103,834.08</u>
Payroll check numbers:	<u>23968</u>	through	<u>23985</u>	and totaling <u>36,547.10</u>

- 16-54 Theresa Sygitowicz moved to approve the Dairy Nutrient Management Plan for Blok Evergreen Dairy (Ed Blok). Dan Heeringa seconded the motion. The motion passed.**
- 16-55 Theresa Sygitowicz moved to certify the Dairy Nutrient Management Plan for Dan B Noteboom. Dan Heeringa seconded the motion. The motion passed.**
- 16-56 Larry Davis moved to request that the Washington State Conservation Commission facilitate creating a Memorandum of Understanding between the Department of Ecology and the Whatcom Conservation District regarding how the inspections would be done and the flow chart of decisions and how it would work with the Conservation District in Whatcom County. Theresa Sygitowicz seconded the motion. The motion passed.**

- 16-57 Larry Davis moved to adopt the draft Long Range Program, including comments from tonight, and send out to get public input. Theresa Sygitowicz seconded the motion. The motion passed.
- 16-58 Joe Heller moved to approve and sign an Inter-local Agreement with the Foster Creek Conservation District. Larry Davis seconded the motion. The motion passed.
- 16-59 Larry Davis moved to authorize payment of the WACD Dues in the amount of \$4,080. Joe Heller seconded the motion. The motion passed.

September 8, 2016 Board meeting

- 16-60 Joe Heller moved to approve the consent agenda: minutes of the August 11, 2016 Board 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 Davis seconded the motion. The motion passed.

The following voucher/warrants are approved for payment:

Aug 2016 - balance					
Voucher (check) numbers	<u>23986</u>	through	<u>24019</u>	and totaling	<u>55,377.18</u>
Payroll check numbers:	<u>24021</u>	through	<u>24038</u>	and totaling	<u>37,058.48</u>
September 2016					
Voucher (check) numbers	<u>24039</u>	through	<u>24055</u>	and totaling	<u>25,138.63</u>
Payroll check numbers:	<u>20456</u>	through	<u>24074</u>	and totaling	<u>38,175.92</u>

- 16-61 Dan Heeringa moved to approve the Dairy Nutrient Management Plan for Grace Harbor Farms (David Lukens). Theresa Sygitowicz seconded the motion. The motion passed.
- 16-62 Joe Heller moved to approve the Whatcom County Standard Farm Plan for Ten Fold Farms LLC (Tiffany Hudson & Chris Bell). Larry Davis seconded the motion. The motion passed.
- 16-63 Larry Davis moved to 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. Joe Heller seconded the motion. The motion passed.
- 16-64 Larry Davis moved to approve the cultural resource survey contract for a CREP Project for \$2,880. Theresa Sygitowicz seconded the motion. The motion passed.
- 16-65 Larry Davis moved to ratify the CREP maintenance contracts provided by Wayne Chaudiere for: Steve & Page Chance; Cougar Creek Ranch, LLC; Susan Hoban; Steve & Liz Jensen; Ramon Llanos; and James Lourie. Joe Heller seconded the motion. The motion passed unanimously.
- 16-66 Larry Davis moved to approve the grant addendums RCPP Program Addendum Grant #16-04-RC (Federal TA) and #17-04-RP (state). Theresa Sygitowicz seconded the motion. The motion passed.
- 16-67 Larry Davis moved that the Whatcom Conservation District enter into an agreement with the City of Bellingham and Whatcom County on the Lake Whatcom project for the Homeowner Incentive Program to provide work on a voluntary basis. Joe Heller seconded the motion. The motion passed. (3-2)

16-68 Dan Heeringa moved to approve the Nutrient Management Training contract with the Washington State Department of Agriculture. Larry Davis seconded the motion. The motion passed.

September 21, 2016 Special meeting

16-69 Larry Davis moved to approve the agreement with USDA NRCS and authorize the Chair to sign the RCPP contract on behalf of the Whatcom Conservation District. Then direct staff to develop a process subject to Board approval to develop the program prioritization criteria, to include public input, with approval of the program prioritization subject to Board approval. The motion was seconded by Joe Heller. The motion passed. (Unanimous decision.)

October 20, 2016 Board meeting

16-70 Joe Heller moved to approve the consent agenda: minutes of the September 8 & 21, 2016 Board meetings as mailed, the financial report and authorize payment of District invoices and incurred expenses (below), as listed in the Accounts Payable Report, and approve the step increase for Corina Cheever to Band C1 Step 3. The Board further authorizes the payment of District expenses incurred subject to their review and approval at the next Board meeting. Larry Davis seconded the motion. The motion passed.

The following voucher/warrants are approved for payment:

Sept 2016 - balance					
Voucher (check) numbers	<u>24075</u>	through	<u>24091</u>	and totaling	<u>9,367.65</u>
Payroll check numbers:	<u>24092</u>	through	<u>24110</u>	and totaling	<u>38,177.17</u>
Voucher (check) numbers	<u>24111</u>	through	<u>24112</u>	and totaling	<u>803.67</u>
October 2016					
Voucher (check) numbers	<u>24113</u>	through	<u>24139</u>	and totaling	<u>46,465.56</u>
Payroll check numbers:	<u>24140</u>	through	<u>24157</u>	and totaling	<u>37,026.94</u>
Voucher (check) numbers	<u>24158</u>	through	<u>24164</u>	and totaling	<u>717.07</u>

16-71 Larry Davis moved to approve the Dairy Nutrient Management Plan for Bosscher Farms LLC (Kyle Bosscher). Theresa Sygitowicz seconded the motion. The motion passed.

16-72 Dan Heeringa moved to approve the Technical Assistance Referral Plan for KN Berry Farms (Harman Brar). Joe Heller seconded the motion. The motion passed.

16-73 Theresa Sygitowicz moved to approve the Whatcom County Standard Farm Plan for Darrell Ambrose. Joe Heller seconded the motion. The motion passed.

16-74 Joe Heller moved to approve their Whatcom County PIC cost-share application for 75% of expenses, not to exceed \$2362.50 for costs incurred after the execution of the cost-share agreement. Larry Helm seconded the motion. The motion passed.

16-75 Theresa Sygitowicz moved to approve the Whatcom County Standard Farm Plan for Wil-o-Acres LLC (Wendy & Richard Glunt) and approve their Whatcom County PIC cost-share application for 75% of expenses, not to exceed \$2,015.62 for costs incurred after the execution of the cost-share agreement. Larry Davis seconded the motion. The motion passed.

- 16-76** Larry Davis moved to ratify the CREP maintenance contracts provided by Wayne Chaudiere for: Roger Hawley; by Frank Corey for: Walter Ambrose; Spudkin LLC (Bedlington); Richard & Cathy Owens; Charles Swift; and Stephen King; and by Emily Hirsch for: Mary & Keith Nelson; Dave & Maggie Grantham; Jeff & Christina Goldy; Don & Sally Korhuis; Ruben Ayala Jr; Hania Zolkiewicz; and Sally & Clyde Shetler. Joe Heller seconded the motion. The motion passed unanimously.
- 16-77** Larry Davis moved to approve the Agreement with Washington State Dept. of Fish and Wildlife and authorize the Board Chair to sign on behalf of the District for the provision of professional services necessary to implement the Regional Conservation Partnership Program entitled "WRIA 1 Salmon Recovery & Water Quality Improvement Project". Larry Helm seconded the motion. The motion passed.
- 16-78** Larry Davis moved that staff apply for a National Fish & Wildlife Foundation (NFWF) Conservation Partners Program grant to work with the Watershed Improvement Districts. Larry Helm seconded the motion. The motion passed.
- 16-79** Joe Heller moved to approve the Agreement with Whatcom County for Services in Support of the Lake Whatcom Homeowner Incentive Program and authorize the Board Chair to sign on behalf of the District. Larry Helm seconded the motion. The motion passed.
- 16-80** Larry Davis moved to hire a Water Quality Data Coordinator. Joe Heller seconded the motion. The motion passed. (4 ayes and Theresa abstained.)
- 16-81** Theresa Sygitowicz moved to approve Resolution 2016-03 – revised Policy for Purchasing Goods and Services to include conducting a lease versus purchase analysis (when appropriate) for procurements using federal funds to determine the most economical and practical form of procurement for purchases made with Federal funds. Dan Heeringa seconded the motion. The motion passed.
- 16-82** Theresa Sygitowicz moved to approve a 5% payscale increase effective on November 1, 2016. Larry Helm seconded the motion. The motion passed.

November 10, 2016 Board meeting

- 16-83** Theresa Sygitowicz moved that the Executive Director write a letter to those farmers that are on the waiting list for a farm plan update explaining the delay due to lack of staffing and funds. Larry Helm seconded the motion. The motion passed.
- 16-84** Larry Davis moved to approve the consent agenda: minutes of the October 20, 2016 Board 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. Theresa Sygitowicz seconded the motion. The motion passed.

The following voucher/warrants are approved for payment:

Oct 2016 - balance					
Voucher (check) numbers	<u>24165</u>	through	<u>24173</u>	and totaling	<u>8,608.25</u>
Payroll check numbers:	<u>24174</u>	through	<u>24192</u>	and totaling	<u>38,258.35</u>
November 2016					
Voucher (check) numbers	<u>24193</u>	through	<u>24243</u>	and totaling	<u>145,842.27</u>
Payroll check numbers:	<u>24244</u>	through	<u>24264</u>	and totaling	<u>38,916.35</u>

- 16-85 Joe Heller moved to certify the Dairy Nutrient Management Plan for Grace Harbor Farms. Larry Helm seconded the motion. The motion passed.
- 16-86 Larry Davis moved to approve the ranking process necessary to implement the Regional Conservation Partnership Program entitled "WRIA 1 Salmon Recovery & Water Quality Improvement Project." Larry Helm seconded the motion. The motion passed.
- 16-87 Larry Helm moved to approve the proposed 2017 Plant Sale Budget. Larry Davis seconded the motion. The motion passed.
- 16-88 Larry Davis 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 14, 2017
 - 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 requests.
 - Candidate filing deadline is January 27, 2017 at 4:00 pm
 - The last day to request an absentee ballot is February 14, 2017 at 4:00 pm

Theresa Sygitowicz seconded the motion. The motion passed.

November 21, 2016 Special meeting

no motions

December 20, 2016 Board meeting

- 16-89 Larry Davis moved to approve the consent agenda: minutes of the November 10 and 21 Board meetings as mailed with technical edits, 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. Theresa Sygitowicz seconded the motion. The motion passed.

The following voucher/warrants are approved for payment:

Nov 2016 - balance					
Voucher (check) numbers	<u>24265</u>	through	<u>24278</u>	and totaling	<u>5,300.73</u>
Payroll check numbers:	<u>24279</u>	through	<u>24298</u>	and totaling	<u>42,135.10</u>
Dec 2016					
Voucher (check) numbers	<u>24299</u>	through	<u>24343</u>	and totaling	<u>114,597.14</u>
Payroll check numbers:	<u>24344</u>	through	<u>24361</u>	and totaling	<u>39,081.19</u>
Voucher (check) numbers	<u>24362</u>	through	<u>34369</u>	and totaling	<u>4,534.59</u>
Voucher (check) numbers	<u>24391</u>	through	<u>24394</u>	and totaling	<u>949.05</u>

- 16-90 Larry Helm moved to approve the Dairy Nutrient Management Plan for Green Meadows (Ed Bosscher). Theresa Sygitowicz seconded the motion. The motion passed.

- 16-91 Larry Helm moved to approve the Dairy Nutrient Management Plan for Curt and Michael Lagerwey Dairy. Larry Davis seconded the motion. The motion passed.

- 16-92 Theresa Sygitowicz moved to approve the Critical Areas Ordinance Farm Plan for Curt Maberry Farm-Mouw. Larry Davis seconded the motion. The motion passed.
- 16-93 Larry Davis moved to approve the Technical Assistance Referral Plans for Baldev Sangha and Gurmit Singh farm. Larry Helm seconded the motion. The motion passed.
- 16-94 Larry Helm moved to approve and sign the Interlocal Agreement with City of Lynden for Stormwater Community Outreach and Education Program, for \$37,000. Larry Davis seconded the motion. The motion passed.
- 16-95 Larry Helm moved to approve and sign the ILA with BBWARM for the Terrell Creek Landowner Stewardship Program for \$18,000 to support existing District staff for the on-going outreach and education efforts in the Birch Bay/Terrell Creek area. Larry Davis seconded the motion. The motion passed.
- 16-96 Larry Helm moved to submit a grant application and approve a subsequent contract for \$4,000 to the Birch Bay-Blaine Park and Recreation District 2 under their Community Program Support Grant for the 2017 Run with the Chums 5k Fun Run/Walk. Larry Davis seconded the motion. The motion passed.
- 16-97 Larry Helm moved to put the final draft out to the public for final review and adoption at the January Board meeting. Theresa Sygitowicz seconded the motion. The motion passed.
- 16-98 Larry Helm moved to approve the Interlocal Agreement with Asotin Conservation District. Theresa Sygitowicz seconded the motion. The motion passed.
- 16-99 Larry Helm moved to approve advertising to hire a new dairy planner position. Larry Davis seconded the motion. The motion passed.
- 16-100 Larry Davis moved to approve the three-month extension for the Whatcom County PIC Outreach contract. Theresa Sygitowicz seconded the motion. The motion passed.