

**WHATCOM CONSERVATION DISTRICT
Public Meeting Minutes
July 7, 2011**

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 July 7, 2011, at 7:00 p.m.

II. Attendance and Quorum.

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

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|------------|-------------|
| Joe Heller | Larry Davis |
| Ed Stone | Dick Yoder |

Also in attendance were:

| | |
|----------------------------------|--------------------------------|
| George Boggs, Executive Director | Dawn Bekenyi, Admin. Assistant |
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III. Meeting Called to Order.

Joe Heller, Chair, called the meeting to order at 7:01 p.m.

IV. Approval of Minutes of Previous Meeting.

Larry Davis moved that the minutes of the June 8, 2011 Board meeting be approved as mailed. Ed Stone seconded the motion. The motion passed.

V. Financial Report.

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

Dawn Bekenyi, Administrative Assistant, presented the financial report. One member of the Board asked whether or not the multiple checks to a single payee could be consolidated to save money. A discussion ensued regarding how the current process afforded the accountability required by the auditor. It provided a clear audit trail which could be examined if any questions arose regarding any CREP cost-share and maintenance payments. Were payments for multiple landowners made through a single check, it would be very difficult to reconstruct what happened.

Ed Stone 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:

| | | | | | |
|-------------------------|--------------|---------|--------------|--------------|------------------|
| June 2011 - balance | | | | | |
| Voucher (check) numbers | <u>18645</u> | through | <u>18684</u> | and totaling | <u>42,651.15</u> |
| Payroll check numbers: | <u>18685</u> | through | <u>18696</u> | and totaling | <u>25,887.16</u> |

| | | | | |
|---|--------------|---------|--------------|-------------------------------|
| July 2011 | | | | |
| Voucher (check) numbers | <u>18697</u> | through | <u>18708</u> | and totaling <u>12,200.51</u> |
| Payroll check numbers: | <u>18709</u> | through | <u>18721</u> | and totaling <u>25,799.41</u> |
| Moved by Ed Stone. Larry Davis seconded the motion. The motion passed. | | | | |

VI. Action Items.

A. Approval and Certification of Conservation Plans.

Dairy Nutrient Management Plan (DNMP) Approval –

There was one Livestock Nutrient Management Plan submitted for Board approval. Van Dyk S Holsteins dairy is adding a digester. The Dairy Nutrient Management plan to needed and update to address the additional requirements to obtain an exemption to the solid waste act. All fields (whether owned, leased or otherwise) to which digestate is applied must be included to the plan.

Dick Yoder moved to approve the Dairy Nutrient Management Plan for Van Dyk S Holsteins (Bud Van Dyk) manure digester plan. Ed Stone seconded the motion. The motion passed.

Dairy Nutrient Management Plan (DNMP) Certification –

Staff conducted a certification inspection of the Rod Vande Hoef Dairy. All the structural and vegetative practices are in place. Staff recommends that the board certify the DNMP as fully implemented.

Dick Yoder moved to certify the Dairy Nutrient Management Plan for Rod Vande Hoef Dairy #2. Larry Davis seconded the motion. The motion passed.

B. Approval of Contracts.

Lake Terrell Fish Passage Project –

The National Fish and Wildlife Foundation (NFWF) is funding the Lake Terrell Fish Passage Project through their Community Salmon Fund grant program. The goal of the program is to support projects that both further salmon recovery and involve community groups. British Petroleum and Whatcom County Flood Control Zone District will contribute match for this grant. Anadromous fish access to quality spawning and rearing habitat has been blocked since 1950 after the construction of a 7' high dam expanding the size and depth of Lake Terrell. The project will restore access past the dam for Coho and Chum Salmon. Ten groups are working on this project.

Dick Yoder moved to approve and sign the National Fish and Wildlife Lake Terrell Fish Passage Project contract. Larry Davis seconded the motion. The motion passed.

C. Department of Ecology Memorandum of Agreement (“MOA”).

George reviewed the memo suggesting points for the Board to consider in developing an inter-local agreement with the Department of Ecology. Some considerations included:

- Formally delegating the responsibility to provide technical assistance to landowners for remediation of ag pollution to the Conservation District.
- Accepting NRCS specifications as reasonable methods and accept the standards and practices for farm planning
- Ensuring that the Conservation District have funds to provide the technical assistance when Ecology was about to engage in a major initiative which could generate a large number of referrals.

The Board discussed the memo and adopted its content. It directed George to share them with WACD leadership and the Washington Conservation Commission.

D. Letter to DOE.

A draft letter in response to the Director of Ecology's letter to Whatcom County Council dated May 16, 2011 was reviewed. The Board felt that with a few changes, it represented their perspective. The additional comments would be incorporated into the letter. It would then be signed by the Board Chair and mailed to Director with courtesy copies to the identified parties.

E. WA Conservation Commission Grant Addendums.

The Conservation District has signed a master contract for grant funding with the WA Conservation Commission for the biennium. Funding for each program is allocated through Grant Addendums outlining grant deliverables in the form of Intermediate outcomes, amount funded, eligible costs and overhead information. The Board reviewed and approved grant addendums for the Category 1 funding and Implementation grants. They also reviewed for deliverables grant addendums for the CREP and Livestock programs subject to funding from the Conservation Commission.

Dick Yoder moved to approve the Grant Addendums for Category 1 funding in the amount of \$12,500 for basic operations and Implementation in the amount of \$108,859 for small farm operations as outlined. In addition Dick moved to approve the deliverables for the CREP and Livestock programs with funding to be determined by the Washington Conservation Commission. Larry Davis seconded the motions. The motions passed.

F. Budget.

George reported that we can keep existing staff working through July 2011, even though our budget is unclear. We do not have any indication of funding levels for CREP or Livestock at this point. The Washington Conservation Commission will make the decision on funding those programs at their July 21, 2011 Board meeting. George is seeking support for the programs from local government and tribes. He will continue to work on the budget.

G. Employee Matters.

Nichole is eligible for a pay step increase and the funds were calculated in her EPA grant. George stated that salary increases were predicated (in addition to fulfilling other elements of her job) capturing grant funds for the program. She has performed above expectation. Members of the Board recounted their observation. They are very impressed with Nichole and her knowledge as demonstrated through various presentations on livestock matters to numerous groups.

Dick Yoder authorized the adjustment in pay up to Band D1 Step 2 for Nichole Embertson effective July 1, 2011. Larry Davis seconded the motion. The motion passed.

VII. Other Business.

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

Alex, though not able to attend due to a prior appointment, provided a short written report for the Board.

Environmental Quality Incentive Program (EQIP) – Staff are now completing two contracts under the EQIP Organic Initiative; both include seasonal high tunnels for crop production.

The deadline for the 2012 EQIP program sign up is August 19, 2011.

Technical Service Provider (TSP) – The latest Task Order has been approved. Bill Bonsen and Chris Clark are now working primarily on the design and implementation of practices in existing EQIP contracts.

B. Supervisor Reports.

Larry Davis – Larry has been officially appointed to the National Association of Conservation Districts (NACD) policy task force committee. They have had their first teleconference. The task

force reviewed the policy draft template. They removed some questions that did not apply. The policy task force will give the template to the other committees to review, so that all of the committees will be using the same template. There are other policies to review. All of NACD's existing policies will be divided into subject areas for each of the five committees to review in line with the template. The committees will review existing policies to see if they align with NACD's vision, mission and goals.

Wolves – Larry reported hearing that a wolf pack was found in Cle Elum at the beginning of July. The Washington Department of Fish and Wildlife recently trapped one of the animals near the Teanaway River and took tissue and hair samples. DNA tests confirmed that the animal was a female gray wolf that had recently given birth to pups. This discovery makes four wolf packs with breeding pairs in Washington State now.

C. George Boggs, Executive Director.

Birch Bay Advisory Committee – The Birch Bay Advisory Committee met with the Social Marketing Consultant last week. It went well. The Trusted Advisor, Rachel Vasak from NSEA, will be meeting with landowners.

Farm, Ranch, and Rural Communities Federal Advisory Committee (FRRCC) – George went to Washington, DC to attend the FRRCC meeting. It was a short trip. The committee is crafting a draft for September 1 with recommendations to EPA on how to reduce nutrient pollution from agriculture. It is a creative group with broad experiences. EPA seems sincere in receiving and acting upon the recommendations.

VIII. Record of Board Actions.

11-45 Larry Davis moved that the minutes of the June 8, 2011 Board meeting be approved as mailed. Ed Stone seconded the motion. The motion passed.

11-46 Ed Stone 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.

11-47

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11-48 Dick Yoder moved to approve the Dairy Nutrient Management Plan for Van Dyk S Holsteins (Bud Van Dyk) manure digester plan. Ed Stone seconded the motion. The motion passed.

11-49 Dick Yoder moved to certify the Dairy Nutrient Management Plan for Rod Vande Hoef Dairy #2. Larry Davis seconded the motion. The motion passed.

11-50 Dick Yoder moved to approve and sign the National Fish and Wildlife Lake Terrell Fish Passage Project contract. Larry Davis seconded the motion. The motion passed.

11-51 Dick Yoder moved to approve the Grant Addendums for Category 1 funding in the amount of \$12,500 for basic operations and Implementation in the amount of \$108,859 for small farm operations as outlined. In addition Dick moved to approve the deliverables for the

CREP and Livestock programs with funding to be determined by the Washington Conservation Commission. Larry Davis seconded the motions. The motions passed.

11-52 Dick Yoder authorized the adjustment in pay up to Band D1 Step 2 for Nichole Embertson effective July 1, 2011. Larry Davis seconded the motion. The motion passed.

IX. Adjournment.

There being no further business before the meeting, Larry Davis moved to adjourn the meeting at 8:40 p.m. Dick Yoder seconded the motion. The motion passed.

The meeting, on motion duly made, seconded and carried, adjourned at 8:40 p.m.

Dated: August 12, 2011

Approved: _____

Dawn Bekenyi, Administrative Assistant