

**WHATCOM CONSERVATION DISTRICT
Public Meeting Minutes
July 11, 2007**

I. Time and Place of Meeting.

A regular meeting of the Board of Supervisor of the Whatcom Conservation District was held at the Ag Service Center, 6975 Hannegan Rd, Lynden, Washington on July 11, 2007, at 12:15 p.m.

II. Attendance and Quorum.

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

<input checked="" type="checkbox"/>	Jerry Van Dellen	<input checked="" type="checkbox"/>	Dick Yoder
<input checked="" type="checkbox"/>	Sabina Gouran	<input checked="" type="checkbox"/>	Joyce Jimerson
<input checked="" type="checkbox"/>	Ed Stone		

Also in attendance were:

<input checked="" type="checkbox"/>	George Boggs, District Manager	<input checked="" type="checkbox"/>	Alex Hall, NRCS
<input checked="" type="checkbox"/>	Dawn Bekenyi, Admin. Assistant		Stu Trefry, WSCC
	Robert Barker, Associate Supervisor		Chris Clark, Resource Specialist
	Sonya Schaller, Resource Specialist		

III. Meeting Called to Order.

Jerry Van Dellen as Chairman of the meeting called it to order at 12:18 p.m.

IV. Approval of Minutes of Previous Meeting.

Joyce Jimerson moved that the minutes of the June 13, 2007 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, passed out and reviewed a copy of Accounts Receivable and asked if there were any questions regarding the Financial Report. There were no questions.

Funding for Fiscal Year 2008 (July 1, 2007 – June 30, 2008) was reviewed. George briefly discussed the implications to the projected funding and the budget. There is still some question on the funds from Whatcom County. George explained that per the Board's decision in January a 10% pay scale increase was factored into the proposed budget. However, until the funding from the County become firm, George was reluctant to recommend adoption of the increase. The Board agreed.

Dick Yoder moved to approve the Financial Report. Joyce Jimerson 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 2007 - balance					
Voucher (check) numbers	<u>15077</u>	through	<u>15091</u>	and totaling	<u>13,725.30</u>
Payroll check numbers:	<u>15092</u>	through	<u>15105</u>	and totaling	<u>21,403.36</u>
Voucher (check) numbers	<u>15106</u>	through	<u>15108</u>	and totaling	<u>2,157.67</u>
July 2007					
Voucher (check) numbers	<u>15109</u>	through	<u>15160</u>	and totaling	<u>72,247.80</u>
Payroll check numbers:	<u>15161</u>	through	<u>15174</u>	and totaling	<u>21,588.44</u>
Misc. (deposit slips)	<u>bank fee</u>			and totaling	<u>108.00</u>

moved by Dick Yoder. Joyce Jimerson seconded the motion. The motion passed.

VI. Action Items.

A. Approval of Conservation Plans.

Two dairy nutrient management plans were submitted for approval. One is a new dairy (Snook Brook – Seth Snook) and one is an update (TJ Veenacres – John VanderVeen).

Dick Yoder moved to approve the Dairy Nutrient Management Plans for Snook Brook (Seth Snook) and TJ Veenacres (John VanderVeen) reviewed by staff and submitted for Board approval. Joyce Jimerson seconded the motion. The motion passed.

One dairy nutrient management plan was submitted for Board certification.

Dick Yoder moved to certify the Dairy Nutrient Farm plans for Gold Crest (Scott Hilt) reviewed by staff and submitted for Board approval. Joyce Jimerson seconded the motion. The motion passed

B. Approval of Contracts.

CREP Cultural Resources Assessments –

There is one CREP applicant that needs to have a cultural resource assessment done on their proposed project. The District sends out requests for bids to a list of certified archeologists. From those that respond the District selects the lowest bidder. The District enters into an agreement for the cultural resource assessment with the contractor. The contract for the Brady Mayson CREP project II was presented to the Board for approval.

Ed Stone moved to approve the Cultural Resources Assessment contract Rosario Archeological (Mark Hovezak) for the P. Brady Mayson CREP project II in the amount of \$2,000.00. Dick Yoder seconded the motion. The motion passed.

Initial Payment Request for Washington State Conservation Commission Grants –

There is a provision with Conservation Commission grants to seek an Initial Payment request. The District decided to request 50% of the funds up to \$100,000 for the CREP, Livestock, Puget Sound and Farm Plan Implementation Grants.

Joyce Jimerson moved to approve and authorize signature of the Initial Payment requests for 50% of grant funds up to \$100,000 for the CREP, Livestock, Puget Sound and Farm Plan Implementation Grants. Sabina Gouran seconded the motion. The motion passed.

WGEP –

The Washington Governmental Entity Pool revised the Intergovernmental Contract with members of the pool. George Boggs reviewed and recommended that the Board approve and sign the new Intergovernmental Contract with WGEP.

Joyce Jimerson moved to approve and sign the Intergovernmental Contract with WGEF. Ed Stone seconded the motion. The motion passed.

National Fish & Wildlife Foundation (NFWF) –

The National Fish & Wildlife Foundation grant Dakota Creek Riparian Stewardship project has been received. We are waiting for the necessary Corp of Engineers permit to begin work. Since there is uncertainty that the permit will arrive in time to complete the project within the expiration date of the grant, it is not recommended to sign at this time. George asked that the Board authorize Jerry to sign the contract if and when the permit is received in time to complete within the time stated in the contract. If it is not, then George will request a modification of the term of the contract.

Joyce Jimerson moved to authorize Jerry Van Dellen to sign the Dakota Creek Riparian Stewardship NFWF grant upon receipt of permits. Sabina Gouran seconded the motion. The motion passed.

WA Conservation Commission Master Grant Contract –

As per the Commission's direction the Board reviewed and approved the CREP and TSP Grant addendums.

Dick Yoder moved to approve the CREP and TSP contract addendums to the Washington State Conservation Commission's Master Grant Contract with Whatcom Conservation District. Sabina Gouran seconded the motion. The motion passed.

The Livestock, Farm Plan Implementation and Puget Sound grant addendum forms were just received. Staff are preparing for Board consideration. To ensure prompt payment on the July voucher, the Commission staff request that the addendums be returned on or before July 23rd which is before the next Board meeting. The Board scheduled a special meeting for July 23, 2007 at noon to approve the grant addendums.

Livestock Cost-share Applications –

There are five producers that are requesting livestock cost-share. Chris reviewed the applicants and the practices to be installed. There was discussion regarding the practice costs. The Board approved the list of applicants subject to availability of funds, not to exceed \$25,000 per contract. The Board ranked the applicants according to criteria and needs.

Dick Yoder moved to approve Livestock Cost-share contracts with Tim Vander Haak, Jeff Rainey, Ken Maarhuis, Seth Snook (Snook Brook Dairy) and Drue Dickinson at 75% of actual costs not to exceed \$25,000 per contract subject to availability of funds. Joyce Jimerson seconded the motion. The motion passed.

Chris reviewed the applicants with the designated ranking criteria for setting priority for cost-share.

Dick Yoder moved to adopt the ranking priority for funding as outlined 1. Tim Vander Haak, 2. Jeff Rainey, 3. Ken Maarhuis, 4. Seth Snook and 5. Drue Dickinson. Joyce Jimerson seconded the motion. The motion passed.

C. Maintenance Budget Overrun - CREP Fencing Repair.

Sonya Schaller explained the situation regarding the installation of the CREP fencing on the Michelle Savage project. The fencing was installed while Sonya was not with the Conservation District. The technician reviewing the practice did not notice that there was not a top wire. There was discussion on how the fencing was going to be repaired and brought up to NRCS specifications. Sonya requested an increase in the CREP maintenance cap for the Savage project to cover the fencing repairs and other maintenance needs.

George accepted responsibility for not providing enough training and oversight to staff. He explained the steps that were taken avoid this sort of problem in the future.

Sabina Gouran moved to approve increasing the CREP maintenance cap to \$2,177 per acre for the Michelle Savage project. Joyce Jimerson seconded the motion. The motion passed.

VII. Other Business.

A. Supervisor Reports.

Ed Stone –

Ed gave an update on the drainage issue at the Stone's CREP site. Frank Corey came out and did some preliminary work on the beaver dams. They used some pipe and wire cages, but a catfish got caught in the pipe. Ed requested the elimination of the pipe in the beaver deceiver due to the mortality. The Hydraulic Permit Authority is being reviewed by the Washington Department of Fish & Wildlife. Frank lowered the water level backed up behind the dam by 18 inches. The neighbors (Thomas) appeared to be pleased with the changes to date.

Robert Barker –

Bob presented at the WADE forestry track this June in Leavenworth. There was a presentation regarding the Firewise program. Bob pointed out that CREP is not defensible against fire. NRCS should have worked with the Department of Natural Resources (DNR) when setting up the CREP program. The specifications are too dense and will cause a problem with fire.

The WA Conservation Commission meeting is scheduled for July 19th. They will discuss the Livestock cost-share. There are not a lot of funds available. The commodity groups are pushing for set aside amounts for their groups, i.e. poultry, cattle, dairy. Bob pointed out that not all Conservation Districts are ready to handle the resources. He reviewed some of the issues on funding distribution of the Livestock cost-share.

B. George Boggs.

WA State –

George was requested and attended the Kaizen exercise on streamlining the Centennial Clean Water Fund (CCWF) program administered by the WA Department of Ecology. It was interesting to see how the WDOE functions as an agency. George was impressed with the process and would like to see it used locally with Whatcom County to set up a path way of communication, with Livestock operators in WA Department of Ag. It would also be worthwhile to go through to developing better customer service for CREP 2.

Asbestos in Sumas –

George and Sonya met with three representatives from the Environmental Protection Agency in Seattle. FSA and NRCS also were present by phone. An outcome was that the CD would contact the WA Dept of Labor & Industries for a consultation on the potential risks to personnel. He and Sonya met with an Industrial Hygienist for L&I that morning. They heard that there is no level of exposure that they will say is safe. Further, that while the District could take steps to protect its employees, it may be that there is some responsibility to ensure that CREP contractors would do the same. This is problematic since the District has no relationship, contractual or otherwise, to require contractors to take appropriate precautions. There are 11 current CREP contracts and 2 individuals interested in CREP projects. There would be a meeting in early August between the County, landowners and agencies on the topic. George will attend to see if there is any new information on the subject and invite FSA, NRCS & Commission representatives to attend. Further that following the meeting they should meet to discuss what to do next. George suggested that the District pull out of the contracts. He needs to discuss the issue with FSA and the WA Conservation Commission.

Verizon –

The demand letter went out. There was no question by Verizon that there is liability. Verizon would prefer to use their contractor. They seem receptive to oversight from our engineer. Verizon will pass the letter on to their legal department regarding damages.

WSCC –

The WA Conservation Commission (WSCC) board meeting is scheduled for June 18 and 19 in Snohomish.

State Route 9 Drainage –

George gave an update on the State Route 9 road work drainage issue. There is a meeting with the state engineer to determine how they will address the drainage issue they created.

C. Alex Hall, NRCS.

Alex is the new Resource Conservationist. He shared his background. Alex is from Maryland. He has worked with poultry industry and grain farming.

NRCS is working on EQIP contract maintenance. They are working on getting the existing EQIP contracts up to speed.

D. Stu Trefry, WA Conservation Commission.

Office of Farmland Preservation –

There are 6 candidates that will be interviewed for the two full-time positions out of 24 applications. Stu knows all 6 candidates and is favorable towards all. They hope to hire by mid August.

VIII. Record of Board Actions.

07-49 Joyce Jimerson moved that the minutes of the June 13, 2007 Board meeting be approved as mailed. Ed Stone seconded the motion. The motion passed.

07-50 Dick Yoder moved to approve the Financial Report. Joyce Jimerson seconded the motion. The motion passed. Upon motion made and duly seconded, the Treasurer's Report was approved.

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- 07-61 Sabina Gouran moved to approve increasing the CREP maintenance cap to \$2,177 per acre for the Michelle Savage project. Joyce Jimerson seconded the motion. The motion passed.

IX. Adjournment.

There being no further business before the meeting, Joyce Jimerson moved to adjourn the meeting at 2:09 p.m. Ed Stone seconded the motion. The motion passed.

The meeting on motion duly made, seconded and carried, adjourned at 2:09 p.m.

Dated: August 16, 2007

Dawn Bekenyi, Administrative Assistant

Approved: _____