

**WHATCOM CONSERVATION DISTRICT  
Public Meeting Minutes  
October 11, 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 October 11, 2017, at 9:00 a.m.

**II. Attendance and Quorum.**

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

Larry Davis, Vice-Chair	Joe Heller, Treasurer
Heather Christianson	Theresa Sygitowicz

Also in attendance were:

George Boggs, Executive Director	Alex Hall, NRCS staff
Dawn Bekenyi, Admin. Assistant	Shana Joy, WSCC

**III. Meeting Called to Order.**

Larry Davis, Vice-Chair, called the meeting to order at 9:10 a.m.

**IV. Public Comment (written or in person).**

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

**V. Ten Mile Watershed Assessment Project Presentation.**

Nichole Embertson and Meagan Harris gave the Board a presentation on the Ten Mile Watershed Assessment project.

**VI. 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 June meeting. 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.

**Theresa Sygitowicz moved to approve the consent agenda: minutes of the June 8, 2017 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. (One abstained from vote.)**

The following voucher/warrants are approved for payment:

Sept 2017 - balance					
Voucher (check) numbers	25276	through	25282	and totaling	9,295.45
Payroll check numbers:	25283	through	25303	and totaling	45,239.61
Voucher (check) number	25304			and totaling	150.00

October 2017					
Payroll check numbers:	25305	through	25325	and totaling	44,210.04
Voucher (check) numbers	25326	through	25348	and totaling	44,027.86

## VII. Action Items.

### A. WA Woodlands Co-op.

Joe did some research on the Washington Woodlands Co-op. He suggested that the Board support the group, but felt no need to be an associate member.

**Joe Heller moved that the Whatcom Conservation District support the work of the Washington Woodlands Co-op, but not become an associate member. Theresa Sygitowicz seconded the motion. The motion passed.**

### B. Approval of Contracts.

Washington State Conservation Commission (WSCC) Grant Addendum –

The Whatcom Conservation District administers the Center for Technical Development (CTD) for the WSCC. The WSCC is providing \$150,000 in funding for the activities for the CTD. Activities include: certification, training, planning tools and templates, communications and outreach, technical expertise, science and effectiveness monitoring, quality assurance and CTD coordination.

**Theresa Sygitowicz moved to approve the scope of work grant addendum for the CTD in the amount of \$150,000 as outlined. Larry Davis seconded the motion. The motion passed.**

### C. November Board Meeting Date.

The Board confirmed that November 9 at 1 pm would work for the Board meeting time and date to be published in the Bellingham Herald as the meeting to adopt the election resolution.

Theresa Sygitowicz and Dawn Bekenyi were selected to review the election process and provide input to the Board for the election resolution. They will have a memo addressing any concerns and proposed actions for the Board meeting packet.

### D. Line of Credit.

In anticipation of approval of the Line of Credit at Peoples Bank, the Board authorized accessing the funds to purchase large equipment for the Edge of Field Project.

**Joe Heller moved authorization to access the line of credit to access funds used for the purchase of Edge of Field project equipment to be signed by Chair and/or Exec Director. Theresa Sygitowicz seconded the motion. The motion passed.**

## VIII. Other Business.

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

Environmental Quality Incentives Program (EQIP) –

Alex gave a five-year review on the programs and cost-share activities in Whatcom County.

National Water Quality Initiative (NWQI) –

The sign-up deadline for the NWQI is in March 2018.

Staffing –

Alex talked about the workload and limited staffing at the Lynden field office. There was discussion about opportunities for the hiring staff through a Task Order.

**B. Supervisors.**

**Heather Christianson –**

Heather attended the CRM tour that the District hosted. The partners were supportive of the Conservation District programs.

Heather mentioned a conflict for the December Board meetings regular time. The December Board meeting was rescheduled to December 21, 2017 at 1:00 p.m.

**Joe Heller –**

Joe discussed his health concerns and how they impact his participation on the Board.

**Larry Davis –**

Larry has attended or plans to attend all of the Washington Association of Conservation Districts (WACD) area meetings.

The Board discussed the resolutions to be reviewed at the NW Area meeting. Topics included dues and voting during the annual meeting.

**Theresa Sygitowicz –**

Theresa attended the WSCC meeting in Republic with George Boggs.

Theresa put together some bags for the participants of the CRM tour. They were well received.

**C. George Boggs, Executive Director.**

**CRM Tour –**

George reported that 30 people from different agencies from around the state attended. Representatives from the Governor's office would like to bring other people up to Whatcom County for a tour. George provided some highlights of the tour, including positive outcomes such as opening the shellfish beds in Drayton Harbor and farmers providing input talking about what they have done. Part of the tour was the Edge of Field monitoring that show the importance of farm programs and the research that District staff is doing. Nichole Embertson, Aneka Sweeney and Frank Corey gave presentations.

**Critical Areas Ordinance (CAO) –**

The CAO is being reviewed. Whatcom County has scheduled a public hearing about the proposed changes. One issue is about who has to have a farm plan. Exemptions were discussed. George gave testimony regarding the simple checklist for less than one acre that was accepted in the 2005 CAO. George reported that there has not been one referral from Whatcom County Public Works for any youth that have livestock.

George will attend the upcoming Farm Bureau meeting where they will discuss the CAO proposed changes.

**Staffing –**

Per Board direction George informed the Board that Dawn got some part-time help to assist her with her workload.

**D. Shana Joy, WSCC.**

Shana reported that the Washington State Conservation Commission is working on streamlining grant paperwork.

The WSCC has made a change for the appointed position on Conservation District Boards to clarify that the person is either a landowner or farm operator.

The CPDS system upgrade is not ready yet for Conservation Districts to start using it. During testing they found some bugs. Shana said it will take a while to make it ready to go.

**IX. Record of Board Actions.**

**17-75 Theresa Sygitowicz moved to approve the consent agenda: minutes of the June 8, 2017 Board 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. Joe Heller seconded the motion. The motion passed. (One abstained from vote.)**

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**17-76 Joe Heller moved that the Whatcom Conservation District support the work of the Washington Woodlands Co-op, but not become an associate member. Theresa Sygitowicz seconded the motion. The motion passed.**

**17-77 Theresa Sygitowicz moved to approve the scope of work grant addendum for the CTD in the amount of \$150,000 as outlined. Larry Davis seconded the motion. The motion passed.**

**17-78 Joe Heller moved authorization to access the line of credit to access funds used for the purchase of Edge of Field project equipment to be signed by Chair and/or Exec Director. Theresa Sygitowicz seconded the motion. The motion passed.**

**X. Adjournment.**

**There being no further business before the meeting, Theresa Sygitowicz moved to adjourn the meeting at 11:20 a.m. Larry Davis seconded the motion. The motion passed.**

On motion duly made, seconded and carried, the meeting adjourned at 11:20 a.m.

Dated: December 28, 2017

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Dawn Bekenyi, Administrative Assistant

Approved: \_\_\_\_\_