



# Clallam Conservation District

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**Regular Board Meeting**  
**3:00 PM, Tuesday, March 12<sup>th</sup>, 2024**  
**Armory Square, OlyCAP Conference Room in person and via Zoom**  
**228 W. First St., Ste. G, Port Angeles, WA**

## MINUTES

**Supervisors Present:** Christy Cox, Chair  
Wendy Rae Johnson, Supervisor  
Lori DeLorm, Supervisor  
Ben Smith, Supervisor  
Nicole Rasmussen, Supervisor

### Supervisors Absent:

**Staff Present:** Kim Williams - District Manager, Meghan Adamire - Conservation Planner,  
Jennifer Bond - Conservation Planner, Jayne Bloomberg - Office Administrator.

**Others Present:** Jean Fike - SCC, Travis Casey – DOE Non-point Water Quality and Shellfish Specialist

**Presiding Officer:** Christy Cox, Chair

**Secretary:** Jayne Bloomberg

### Meeting called to order at 3:02 PM and Agenda Review:

The ILA from WA Dept of Fish and Wildlife did not come through so will not be on the agenda today.  
The cooperater agreement and cost share application for client #20-2004 has been moved to accommodate an in-person guest that would like to provide an update.

### Public Comment

- Judy Larson – Submitted public comments via email regarding records. Mrs. Larson noted that some documents need to be updated and to include climate change in the EIS.
- Virginia Shogren – Supplied sample water pipeline easements to CCD. Mrs. Shogren made comments on groundwater also.
- Jim Steeby - no comment
- Rob White – Commented on the Feb 26<sup>th</sup> Commissioners meeting. Mr. White made comments on salmon also.
- Joelle White

### Approval of Minutes

Ben Smith moved to approve minutes from the February 13th, 2024, regular board meeting, as amended.

Wendy Rae Johnson seconded the motion. The motion was approved unanimously.

## District Reports & Staff Updates

### *Kim Williams* – District Manager

Kim gave a summary of Kevin's closeout duties, as today was his last day. Kevin did a good job in updating the well-metering procedures and had an exit interview with Kim. Kim is now taking over the well-metering program. There are still a few more registers that need to be replaced. Kim also helped out with the plant sale at Lazy J. She has been preparing a PowerPoint presentation for the DRMT meeting.

Kim also gave a 2024 Elections update. We are moving forward with the elections, with 506 ballots mailed out to people who requested a mail in ballot online. This is a list that is ongoing from 2023. Anyone can also stop by the office to pick one up. Ballot counting will be open to the public, and will be held in the conference room, starting at 7pm and going until all is done. All ballots received in the office are under lock and key. Kim will supervise the election and ballot counting, but staff and supervisors are not allowed. We do need ~~more~~ a few more volunteers. March 31<sup>st</sup> is the deadline for applications for the appointed supervisor position. The final election results will be certified by the WSCC. We will count the postmark ballots 10 days later on April 1st, with another ballot counting viewing.

per  
Bert &  
approved

### *Jennifer Bond* – Planner

The final contract for the DOE Horse and Livestock project is ready for CCD signature. This project will provide monthly articles, farm tours, and technical assistance to horse and livestock owners in WRIA 18. Meghan and Jen met with WSU Extension to continue partnership activities for education and outreach and technical assistance to Clallam county farmers and livestock owners. Jen received two requests for conservation planning assistance. Construction should begin soon for four onsite septic system (OSS) cost share projects. No new OSS referrals were received in March.

### *Meghan Adamire* – Planner

Meghan reported she and Kevin had a planting with the Crescent School 4<sup>th</sup> Grade class on Salt Creek that morning; the kids enjoyed it despite the wet weather. She also reported through our partnership helping the Lower Elwha Klallam Tribe with volunteer registration that 20 volunteers planted 640 trees on the Elwha River at the former Lake Aldwell reservoir site, and 100 volunteers have signed up for a planting on Ediz Hook later this month to plant over 3,000 plants. 389 orders were placed to purchase 29,000 plants during this year's plant sale, plus over 11,000 plants were installed on riparian buffer projects so far this year, for a total of 40,000 native plants. The Hermison Creek Fish Passage Project was put out to bid in February. Four bids were received and they were all very close in price.

### *Jayne Bloomberg* – Office Administrator

Jayne worked on plant sale duties, and taking phone calls, regarding pickup or change in orders. Jayne noted that soil sample test days have become busy. There is a roof leak in the building and on February 15<sup>th</sup>, the building manager had everyone evacuate the building for safety reasons. It had been raining hard for the past few days and flooding had started.

## **Supervisor Reports**

Nicole Rasmussen, Fish Habitat Specialist for Wild Salmon Center, gave an update that they are asking for 1.7 million in a grant application for the Washington Coast Restoration and Resiliency Initiative. She reported that 50% of the wild salmon are using the Washington coast and salmon recovery work not only restores the wild salmon population, but also bring jobs to the coast, which are needed.

Lori DeLorm reported she is now back to work full time after some medical leave. She has done research of groundwater studies and reviewing the water quality impacts to groundwater. Some publications do need to be updated, as the USGS modeling is over 40 years old and there are newer publications on the USGS website.

Christy Cox will be holding a protest every week at the courthouse regarding a cease fire in Gaza. She also reminded us, that today is the last day to turn in your ballot for the presidential primary.

Wendy Rae Johnson reported she is a part of the Elwha Legacy Forests and to date their coalition has helped to preserve 69 acres of legacy forests, that was known as the Power Plant timber sale.

### **Agency Reports**

Dept. of Ecology – Travis Casey reported that Rich Doenges is vacating his position as Southwest Region Director and Bobbak Talebi will be taking his place. His new supervisor may also attend our meetings.

SCC Report - Jean Fike: There are opportunities in the Natural Resources and Shellfish grants. Sustainable Farms and Fields also have opportunities. The All-District meeting in Yakima is coming up.

NRCS Report – No report.

### **OLD BUSINESS**

Cooperator Agreement and Cost Share Agreement for client 24-004, failing on-site septic system discussion. The board did not take action on the cooperator agreement and cost share application for client 24-004 because the title/deed of the home is not in the applicant's name at this time. The cooperator was present and provided background on the current situation and his attempts to get his name on the deed of the home. The Board is willing to hold special meeting if the deed is in his name before the next board meeting.

### **District Reports & Staff Updates**

#### **Treasurer's Report**

Ben Smith moved to approve the February 2024 Treasurer's report and approval of payments. Wendy Rae Johnson seconded the motion. The motion was approved unanimously.

### **NEW BUSINESS**

#### **2023 Schedule 22**

Wendy Rae Johnson moved to approve the 2023 Schedule 22. Ben Smith seconded the motion. The motion was approved unanimously.

Kim stated that when we hired the bookkeeper, we discussed the BARS report, and she will be taking care of this report for us and will charge for her time. Her monthly cost will likely be going up.

#### **WADE Conference in Leavenworth, June 10-12.**

Wendy Rae Johnson moved to approve for the WADE Conference, for the cost of attendance with up to 4 staff and 3 supervisors. Lori DeLorm seconded the motion. The motion was approved unanimously.

#### **Construction Contract with Van Ness Construction LLC for Hermison Creek Fish Passage Project**

Wendy Rae Johnson moved to approve the Construction Contract with Van Ness Construction LLC, upon receipt of the notarized documents, as amended, per Meghan Adamire. Ben Smith seconded the motion. The motion was approved unanimously.

**Letters of Support for Wild Salmon Center for WCRRRI and SRFB fish passage project grant proposals.**

Ben Smith moved to approve and sign the Letter of Support for Wild Salmon Center, for WCRRRI and SRFB fish passage project grant proposals.

Wendy Rae Johnson seconded the motion. The motion was approved unanimously.

Nicole Rasmussen abstained from this motion.

**Executive Session: Executive Session pursuant to RCW 42.30.110 section (I) subsection (f,g)  
Performance evaluations for Meghan Adamire and Jennifer Bond.**

Ben Smith moved that Meghan Adamire receive a 1 Step increase, from Range 63 H to Range 63 I, and Jennifer Bond receive a 1 Step increase from Range 63 G to Range 63 H. Both are effective as of March 1, 2024.

Wendy Rae Johnson seconded the motion. The motion was approved unanimously.

**Meeting adjourned at 5:04pm.**

**Acronyms**

1	AFO / CAFO	Animal Feed Operation / Concentrated Animal Feeding Operation
2	Ag/GMA	Agriculture / Growth Management Act
3	BARS	Budget, Accounting and Reporting System
4	BMPs	Best Management Practices
5	BOCC	Board of County Commissioners

6	CAO	Critical Areas Ordinance
7	CASP	Critical Areas Stewardship Plan
8	CCD	Clallam Conservation District
9	CREP	Conservation Reserve Enhancement Program
10	CY/FY	Calendar Year/Fiscal Year
11	DEI	Diversity, Equity, and Inclusion

12	DIP	District Implemented Project	57	USDA	United States Department of Agriculture
13	DNR	Department of Natural Resources	58	VSP	Voluntary Stewardship Program
14	DOE	Department of Ecology	59	WACD	Washington Association of Conservation Districts
15	DOH NTA	Department of Health, Near Term Action	60	WACD PMC	Washington Association of Conservation Districts Plant Materials Center
16	DOT	Department of Transportation	61	WADE	Washington Association of District Employees
17	EIS	Environmental Impact Statement	62	WCC Crew	Washington Conservation Corps Crew
18	EPA	Environmental Protection Agency	63	WDFW	Washington Department of Fish and Wildlife
19	EQIP	Environmental Quality Incentive Program	64	WHIP	Wildlife Habitat Incentive Program
20	ERTS	Environmental Report Tracking System (DOE)	65	WRP	Wetland Reserve Program
21	FFFPP	Family Forest Fish Passage Program	66	WRIA	Watershed Resource Inventory Area
22	FSA CED	Farm Service Agency, County Executive Director	67	WSC	Wild Salmon Center
23	FSA COC	Farm Service Agency, County Office Committee	68	WSU	Washington State University
24	IE	Irrigation Efficiencies	69	WWT	Washington Water Trust
25	IEGP	Irrigation Efficiencies Grant Program			
26	IGDO	Intra Gravel Dissolved Oxygen			
27	IM	Implementation			
28	JSKT	Jamestown S'Klallam Tribe			
29	LEKT	Lower Elwha Klallam Tribe			
30	LID & Habitat TA	Low Impact Development and Habitat Technical Assistance			
31	MOA/MOU	Memo of Agreement/Memo of Understanding			
32	MRSC	Municipal Research and Services Center of Washington			
33	MST	Microbial Source Tracking			
34	NACD	National Association of Conservation Districts			
35	NFWF	National Fish and Wildlife Foundation			
36	NOLT	North Olympic Land Trust			
37	NOPR C&D	North Olympic Peninsula Resource, Conservation and Development			
38	NOPLE	North Olympic Peninsula Lead Entity for Salmon			
39	NOSC	North Olympic Salmon Coalition			
40	NPCLE	North Pacific Coast Lead Entity			
41	NPS	National Park Service			
42	NRCS	Natural Resource Conservation Services			
43	NRI	Natural Resources Investment			
44	OlyCAP	Olympic Community Action Program			
45	OSS	Onsite Septic System			
46	PFM	Pacific Forest Management			
47	PIC	Pollution and Identification Control			
48	PSCD Caucus	Puget Sound Conservation Caucus			
49	RCO	Recreation and Conservation Office			
50	RFP	Request for Proposal			
51	SAO	State Auditor's Office			
52	SMP	Shoreline Management Plan			
53	SRF	Salmon Recovery Funding			
54	SRFB	Salmon Recovery Funding Board			
55	TA	Technical Assistance			
56	TSP	Technical Service Provider (with NRCS)			

