



Clallam Conservation District

228 W. First Street, Suite H Port Angeles, WA 98362 www.clallamcd.org 360-775-3747 Fax: 360-775-3749

Regular Monthly Board Meeting
228 W. First St., Ste. H, Port Angeles
October 14, 2014

MINUTES

Supervisors Present: Robert Beebe, Don Hatler, Matt Heins

Supervisors Absent: Joe Murray, Ben Smith

Associate Supervisors Present:

Staff Present: Joe Holtrop, Executive Director; Jennifer Bond, Conservation Planner; Beth Loveridge, Administrative Assistant

Others Present: Shana Joy, Puget Sound Regional Manager; Jim Poffel, NRCS

Presiding Officer: Don Hatler

Secretary: Beth Loveridge

Meeting called to order at 3:04 PM

APPROVAL OF MINUTES

Matt Heins moved to approve the minutes of the September 9, 2014 board meeting as presented. Robert Beebe seconded. Motion approved unanimously.

REPORTS

Staff Reports

Meghan Adamire gave updates on FFFPP projects and CREP site visits. Jennifer Bond gave an update on the Sequim High School FFA project. Joe Holtrop gave an update on the Natural Landscaping courses.

More activities for the month can be found in the attached Conservation District Staff Report.

NRCS Report

Jim Poffel gave updates on EQIP – the deadline for 2015 EQIP sign-ups is November 21, 2014.

Treasurer's Report

Matt Heins moved to approve the September 2014 Treasurer's report and approve for payment electronic funds transfers and checks described as FF 8605-8608 & 8610-8634 and SCB 229 dated September 1-30 2014 in the amount of \$114,010.23. Robert Beebe seconded. Motion approved unanimously.

Announcements/Public Comment

Shana Joy announced that the Conservation Commission has turned budget requests in to the Governor. The Commission strongly encourages all Districts to write the Governor in support of the proposed budget and to explain the impacts of a 15 percent budget cut. Shana gave an update on the status of the Puget Sound Partnership Shellfish Model Program – Kitsap and Pierce Conservation Districts have committed, and Mason CD may be the third to participate. Although Clallam CD elected not to participate at this time, Shana stated that Clallam CD may have another opportunity to join in the future. The January 2015 Conservation Commission meeting will be held in Clallam. Matt Heins suggested that the successes in Dungeness Bay be highlighted at that meeting.

OLD BUSINESS

2015 Elections

The board discussed and agreed to hold the election at the Native Plant Sale pick-up at Lazy J Tree Farm on February 28, 2015. Beth Loveridge will prepare the Election Resolution setting the date, time and location of the 2015 Election for approval at the November 18, 2014 board meeting.

Ecology Grant for Aquifer Recharge Project Design and Implementation

Matt Heins moved to approve the Dept. of Ecology grant for Aquifer Recharge Project Design and Implementation. Robert Beebe seconded. Motion approved unanimously.

Board meeting date change (added item)

Matt Heins moved to change the November Board Meeting to November 18th, due to the Veteran's Day holiday. Robert Beebe seconded. Motion approved unanimously.

New Office Hours (added item)

Joe Holtrop announced that posted office hours will be changed from Monday through Friday from 8:00 to 4:30 to Tuesday through Thursday from 9:00 to 4:00. Because District staff are often required to work outside the office, the new office hours will help ensure that someone is here during posted open hours.

Pollution Identification & Correction Plan Update

Jennifer Bond reported on her presentation of the PIC Plan to DRMT. She will also give a presentation on the PIC Plan to the Board of Health on October 21st.

NEW BUSINESS

WACD NW Area Meeting report

Joe stated that the meeting focused mostly on the budget and CPDS prioritization.

Open Public Meetings Act training requirements

All public officials must take training by December 31, 2014. Board Supervisors must watch 2 videos and complete a form. Shana Joy will send a link to the videos to the Supervisors. As the Public Records Official for the District, Joe Holtrop must also complete a public records training.

Conservation Commission Database Project Prioritization

Joe Holtrop stated that all projects must be in the database and prioritized by November 10th.

Cooperator & Cost Share Agreements

Matt Heins moved to approve the cooperator agreement with Melissa Spaulding. Robert Beebe seconded. Motion approved unanimously.

Matt Heins moved to approve the cooperator agreement with Scott & Melody Johnson. Robert Beebe seconded. Motion approved unanimously.

Matt Heins moved to approve the cooperator agreement with Stacy Mestre. Robert Beebe seconded. Motion approved unanimously.

Matt Heins moved to approve a cost-share agreement with Stacy Mestre for septic system repairs at a 75% cost-share rate, not to exceed \$20,000 for installation plus 100% of the cost of design, and permits. Robert Beebe seconded. Motion approved unanimously.

Meeting adjourned at 4:45 PM

Action Items:



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STAFF REPORT - SEPTEMBER 2014

GRANT	ACTIVITY	EMPLOYEE
CONSERVATION COMMISSION	IMPLEMENTATION	
	General Administration	
	General Outreach & Education	
	Dungeness River Festival setup, staffing, take-down	Jen, Beth, Joe
	Agricultural Outreach & Education	
	Agricultural Technical Assistance	
	Site visits and tech. assistance FFA farm cost-share projects	Jen, Joe
	Site visit & tech. assistance to horse farm (McFarland Rd.)	Jen
	Site visit & tech. assistance to horse/hay farm (Towne Rd.)	Jen
	Site visit & tech. assistance to sheep/hay farm (Taylor Cutoff Rd.)	Jen
	Technical asstance to 1 landowner - hayfield replanting	Jen
	Technical assistance to 4 landowners - soil test interpretation	Meg
	Site visit to Willow Wist Farm - nutrient management and soil/manure testing	Meg
	Assisting NOLT with farm planning for Vanderhoof Farm (Salt Creek area)	Meg
	Technical assistance and maps for Indian Valley area horse and cattle farm	Meg
	Technical assistance to Elwha area horse/hay farm - pasture and weed management	Meg
	Technical assistance to Sequim area goat farm - pasture management and fertility	Meg
	Low Impact Development and Habitat Outreach & Education	
	Natural Landscaping course preparations	Joe
	Natural Landscaping for Real Estate Agents class preparation	Joe
	Assisted WSU Extension with locating a site for the Woodland Owner Workshop	Meg
	Low Impact Development and Habitat Technical Assistance	
	Watershed/Salmon Recovery Planning	
	Meeting with PSP director	Joe
	DRMT meeting	Joe
	CREP	
	Site visits to Fairbanks, Clary and Eaton CREP projects for maintenance/replant needs	Meg
	Continued planning for Bergman buffers	Meg
	IRRIGATION EFFICIENCIES	
	General Water Conservation Planning & Coordination	
	Project Planning and Implementation	
	River Road reservoir project planning	Joe
	Aquifer recharge project planning	Joe
	SHELLFISH	
	B&T Cattle	
	Septic Repairs	
	Geer final inspection	Joe
	Adolphsen inspection	
	LIVESTOCK WATER QUALITY	Joe
	Sequim HS FFA Farm planning	Jen, Joe

DOE	FLOODPLAINS BY DESIGN	
	Cline Irrigation District project specifications and contract preparation	Joe
		Joe
DOH	POLLUTION IDENTIFICATION & CORRECTION PLANNING	
	PIC planning meeting 9-25-14	Jen, Joe
	Streamkeepers CWWR database training	Jen
	Drafting plan	Jen, Joe
FFPP	PFAFF	
	Multiple site visits during construction. Construction complete except reroute of phone line.	Meg
	Project update with engineer	Joe
	MARCHANT	
	Multiple site visits during construction. Construction complete.	Meg
	Project update with engineer	Joe
County General Funds		
	Conservation Commission meeting in Whatcom County	Joe