



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
March 13, 2018

MINUTES

Supervisors Present: Joe Murray, Chair; Ben Smith, Vice-Chair; Don Hatler, Auditor; Robert Beebe, Matt Heins, Board Members

Supervisors Absent:

Associate Supervisors Present:

Staff Present: Joe Holtrop, Executive Director; Meghan Adamire, Jennifer Bond, Conservation Planners; Judy Minnoch, Bookkeeper/Administrative Assistant

Others Present:

Presiding Officer: Joe Murray

Secretary: Judy Minnoch

Meeting called to order at 3:02PM.

APPROVAL OF MINUTES

Matt Heins moved to approve the minutes from the February 13, 2018 regular board meeting. Robert Beebe seconded the motion. Motion approved unanimously.

NEW BUSINESS

Approval or Cooperator and Cost-Share Agreements

Matt Heins moved to approve a cost-share agreement with Brenda Rupel for the repair of a failing onsite septic system at 51 Golden Sands Place, at a 75% cost-share rate, not to exceed \$25,000. Robert Beebe seconded the motion. Motion approved unanimously.

REPORTS

Staff Reports

Joe - \$2.5 million was included in the state supplemental capital budget for reservoir land purchase, but the funds are in the Hirst Fix budget, and the Dungeness basin isn't a Hirst basin because it already has a functional water rule. Therefore, Hirst basin advocates are opposed to the funding for the Dungeness.

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

NRCS Report

None.

Treasurer's Report

Matt Heins moved to approve the February 2018 Treasurer's report and approve for payment electronic funds transfers and checks described as FF 9709 – 9726 dated February 1-28, 2018 in the amount of \$29,504.32. Robert Beebe seconded the motion. Motion approved unanimously.

Announcements/Public Comment

Robert Beebe mentioned new air quality reporting requirements related to methane.

OLD BUSINESS

Sick Leave Policy Amendment

Under the current sick leave policy, employees can receive payment for 25% of unused accumulated sick leave upon retirement. However, the Employee Handbook does not define retirement. The policy was clarified by allowing for payment of 25% of unused accumulated sick leave upon separation from the District after five years of service credits (defined as: 1-69 hrs/mo = ¼ credit, 70-89 hrs/mo = ½ credit, and 90+ hrs/mo = 1 month's credit).

Matt Heins moved to approve the amended portion in Section 3: Sick Leave of the Clallam Conservation District Employee Handbook as presented. Ben Smith seconded the motion. Motion approved unanimously.

It was then suggested to revise the sick leave policy again to include a percentage gain over time.

Inter-local Agreement with Mason Conservation District for Surveying Assistance

Ben Smith moved to approve the Inter-local Agreement with Mason Conservation District for surveying for the Sitkum Road Project in an amount not to exceed \$10,000. Robert Beebe seconded the motion. Motion approved unanimously.

Ben Smith moved to approve the Professional Services Agreement with Trout Unlimited in an amount not to exceed \$3,835. Robert Beebe seconded the motion. Motion approved unanimously.

Onsite Septic System Repair Cost-Share Policy Amendment

It was proposed that the Onsite Septic System Repair Cost-Share Policy be changed to allow for up to 75% cost share for any homeowner within a current Pollution Identification & Correction focus area, and 75% for homeowners outside a current PIC focus area but within the Clallam County Marine Recovery Area if denied a loan. Homeowners must own their home for at least one year to be eligible. Cost-share applicants must attend a board meeting when applying, as well as initial a clause in the cost-share agreement that states that the work would not be possible without the cost-share assistance.

Ben Smith moved to approve the onsite septic system repair cost-share policy amendment. Matt Heins seconded the motion. Motion approved unanimously.

NEW BUSINESS

Inter-local Agreement with Agnew Irrigation District for Aquifer Recharge Project

A new aquifer recharge project is proposed for an area off Lewis Road within the Agnew Irrigation District. It is proposed that AID install the project.

Ben Smith moved to approve the Inter-local Agreement with Agnew Irrigation District for Aquifer Recharge. Matt Heins seconded the motion. Motion approved unanimously.

Meeting adjourned at 4:24PM.

Robert F. Beebe
April 10, 2018





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STAFF REPORT - March 2018

STAFF	GRANT
Joe	
General Administration	IM
Election administration	
General Outreach & Education	
Website updates - election, long range plan, education events	
Spring newsletter	
NOLT Conservation Breakfast and award	
Agricultural Technical Assistance	
TA to Monahan - Chicken Coop Road property assessment	
Barousse conservation plan	
Low Impact Development & Habitat Outreach & Education	
Natural Landscaping course prep and first class at PUD	
Low Impact Development & Habitat Technical Assistance	
Barousse conservation plan	
Dungeness Recreation Area master plan public meeting and comment	
TA to Behar - reforestation near Freshwater Bay	
Watershed/Salmon Recovery Planning	
Dungeness River Management Team meeting	
Puget Sound CD meeting in Edmonds	
Strait LIO NTA reviews and meeting	
General Water Conservation Planning & Coordination	
Rainwater harvesting brochure	
Project Planning & Implementation	
Dungeness Reservoir PSP Near Term Actions	
Ditch piping project planning	
AQUIFER RECHARGE & STORAGE	DOE
Aquifer recharge project planning	
Grant quarterly reports	
NOLT Conservation Breakfast and award	COUNTY
JENNIFER	
Agricultural Technical Assistance	IM
Farm planning - River Run Farm	
Site visit - Old Olympic Highway (horse farm)	
Planning/site visit - Sequim High School cistern project	
Soil testing assistance provided to 4 landowners	
Low Impact Development & Habitat Outreach & Education	
Plant Sale - Order pick up and extra plant sales	
General Outreach & Planning	RCPP
Site visit and planning - River Run Farm	
Project Implementation	CREP
On-site project coordination for Shangri-La, J&G plantings	

Pollution Identification	PIC
Site visit & project mgmt - Brenda Rupel OSS cost share project	
Farm plan update - Olympic Game Farm	
MEGHAN	GRANT
General Outreach & Education	IM
Agricultural Outreach & Education	
Agricultural Technical Assistance	
Low Impact Development & Habitat Outreach & Education	
Low Impact Development & Habitat Technical Assistance	
Watershed/Salmon Recovery Planning	
Project Implementation	
Project Maintenance	
General Outreach & Project Administration	
LIVESTOCK WATER QUALITY	