



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
May 8, 2018

MINUTES

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

Supervisors Absent: Joe Murray, Chair

Associate Supervisors Present:

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

Others Present: Shana Joy, Washington State Conservation Commission (via Skype)

Presiding Officer: Ben Smith, Vice Chair

Secretary: Judy Minnoch

Meeting called to order at 3:00PM.

APPROVAL OF MINUTES

Robert Beebe moved to approve the minutes from the April 10, 2018 regular board meeting. Matt Heins seconded the motion. Motion approved unanimously.

REPORTS

Staff Reports

In addition to the activities found on the attached Clallam Conservation District Staff Reports document:

Meghan Adamire reported:

- The Bergmans recently sold their land, and she is working with the new property owners to get them on board with the Conservation Reserve Enhancement Program buffers.
- Shangri-La's lease expired in March and she is in the process of working with Farm Service Agency to transfer the CREP contract to the actual land owner.

Jennifer Bond reported:

- Last week approximately five people called regarding the septic system cost-share for failing onsite septic systems. All were referred to Craft 3. Only one call was from a homeowner in the new PIC (Pollution Identification and Correction) project area.
- The septic project for Brenda Rupel from Gold Sands should begin on Monday, May 14th.
- Suggested Steve Mahitka tap in a faucet into the Sequim High School cistern, as estimated cost for automated irrigation system with solar pump is over \$6,000. The cistern was installed without an overflow, which is a concern.

Joe Holtrop reported:

- He provided farm data to the Land Trust for the McLane-Wallacker Trust property on Towne Road just south of the Dungeness Creamery. They are interested in selling the development rights. He also provided a letter support for preserving the farm.
- Proposed aquifer recharge projects west of McDonald Creek are only about 30% efficient. Contact was made to DOT about using their retention ponds near McDonald Creek on Highway 101 for recharge.

NRCS Report

The NRCS has proposed serving Clallam County with their Puget Sound Team instead of the Northwest Team.

Treasurer's Report

Matt suggested we determine the lowest dollar amount that the district needs available and then transfer additional dollars into a higher interest account.

Matt Heins moved to approve the April 2018 Treasurer's report and approve for payment electronic funds transfers and checks described as FF 9753 – 9773 and SCB 262 dated April 1-30, 2018 in the amount of \$26,577.66. Robert Beebe seconded the motion. Motion approved unanimously.

Announcements/Public Comment

OLD BUSINESS

NEW BUSINESS

Inter-local Agreement with Sequim Prairie-Tri Irrigation Association for Irrigation Ditch Piping and Aquifer Projects

- 2 piping projects one on Eureka M1-Boyd property approximately 2,000 feet and the other on Evans Road, approximately 9,000 feet. The Evans Road project requires approval from Graysmarsh, which they have approved as long as the ditch losses are mitigated by infiltrating in the proximity of the existing ditch We will take new flow measurements this spring and summer in order to determine current ditch losses. We plan to do aquifer recharge at the Boyd property site, too, using the interruptible allocation for Dungeness River flow restoration.

Matt Heins moved to approve the Inter-local agreement with Sequim Prairie-Tri Irrigation Association for the Eureka M1-Boyd ditch piping and aquifer project. Robert Beebe seconded the motion. Motion approved unanimously.

Matt Heins moved to approve the Inter-local agreement with Sequim Prairie-Tri Irrigation Association for Evans Road ditch piping and aquifer recharge project. Don Hatler seconded the motion. Motion approved unanimously.

Inter-local Agreement with Mason Conservation District for Irrigation Ditch Piping and Aquifer Project Engineering Assistance

Robert Beebe moved to approve the Amendment "A" Professional Engineering Services Agreement with Mason Conservation District for irrigation ditch piping and aquifer project engineering assistance. Don Hatler seconded the motion. Motion approved unanimously.

Professional Services Contract with Gideon Cauffman of Cultural Resources Management for Cultural Resources Surveys

Joe Holtrop proposed to work with the cultural resources survey business Cultural Resources Management, owned by Gideon Cauffman, for SPTIA irrigation ditch piping and aquifer recharge project cultural resources surveys at an estimated cost of less than \$2,500.

Matt Heins moved to approve the Cultural Resources Survey Project Scope and Fee Agreement with Cultural Resources Management for cultural resources surveys. Robert Beebe seconded the motion. Motion approved unanimously.

Financial Assistance for 240 Sea Lawn Dr., Sequim Onsite Septic Design

Shellfish funding has been allocated for the design and repair of an onsite septic system located at 240 Sea Lawn Drive, Sequim, owned by Tom Johnson. The Board instructed staff to participate in the design process to ensure that all alternatives have been explored including conditions to ensure the sewage problem is corrected without enhancing the parcels for future development.

Matt Heins moved to approve funding an on-site septic design with alternatives for the parcels owned by Tom Johnson. Robert Beebe seconded the motion. Motion approved unanimously.

Financial Assistance for 21 W. Palmer St., Sequim Onsite Septic Design

This property includes four parcels with two occupied homes One septic system serves the homes and is failing. Although numerous complaints have been made about the condition of the property, there are no other existing code violations. Environmental Health is working with the District to explore conditions that may be added to a cost-share agreement addressing other concerns on these parcels including, decommissioning an old well, decommissioning existing septic systems/cesspools, ensuring oils and other automotive chemicals are being properly handled, and possible lot combinations.

Shana Joy added that the District should be notified within the next couple days that this project is approved for Shellfish funding.

Matt Heins requests that if the CCD is to assist in funding an OSS there needs to be a lot combination so that the new septic is on the same lot as the main house.

Matt Heins moved to approve funding an on-site septic design for 21 W. Palmer St., Sequim. Robert Beebe seconded the motion. Motion approved unanimously.

Cooperator and Cost-share Agreements

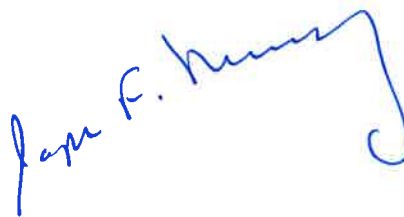
- **Cooperator Agreement – Eric Adolphsen**

Matt Heins moved to approve a Cooperator Agreement with Eric Adolphsen. Robert Beebe seconded the motion. Motion approved unanimously.

- **Cooperator Agreement – Walter Athow**

Robert Beebe moved to approve a Cooperator Agreement with Walter Athow, 21 W. Palmer St., Sequim. Don Hatler seconded the motion. Motion approved unanimously

Meeting adjourned at 4:55PM.





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STAFF REPORT - April 2018

STAFF	GRANT
Joe	
General Administration	IM
All districts policy and funding meeting in Ellensburg	
General Outreach & Education	
Website updates - Rainwater Harvesting brochure, education events	
Agricultural Technical Assistance	
TA to Monahan - Chicken Coop Road property assessment	
Low Impact Development & Habitat Outreach & Education	
Natural Landscaping courses at PUD and River Center (17 & 19)	
Low Impact Development & Habitat Technical Assistance	
Landscaping septic drainfields info to Bush	
Assistance to NOLT for farmland protection proposal	
Watershed/Salmon Recovery Planning	IE
Dungeness River Management Team meeting	
Puget Sound CD conference call	
Strait LIO and regional NTA reviews	DOE
General Water Conservation Planning & Coordination	
Rainwater harvesting brochure	
Project Planning & Implementation	PIC
Ditch piping project planning (River Road, Evans Road)	
DID Fasola Road lateral info to County, field inspection w/County, WDFW	COUNTY
AQUIFER RECHARGE & STORAGE	
Aquifer recharge project planning	GRANT
Assistance to WWT for groundwater study	
Pollution Identification	IM
Clean Water Work Group meeting	
Many of the activities under Implementation were charged to County	PIC
JENNIFER	
Agricultural Technical Assistance	IM
Site visit and farm planning - Eric Adolphsen (Finn Hall Farm)	
Site visit and technical assistance - Kristin Wiggins (343 McComb Rd.)	
Coordination with WSU Extension to host livestock workshop with Dr. Kerr (WSU vet)	PIC
Low Impact Development & Habitat Outreach & Education	
Assistance to 4 landowners for soil test interpretations	GRANT
Pollution Identification	
Site visit and planning - OSS repair (Tom Johnson)	
Site visit and planning - OSS repair (Walter Athow)	
Clean Water Workgroup meeting	

MEGHAN		GRANT
Agricultural Technical Assistance		IM
Site visit to donkey farm on Cameron Road (pasture, mud, and manure mngt.)		
Low Impact Development & Habitat Outreach & Education		
Set up booth at Share the Trail event (leaf rubs for kids and general CCD info.) - 60 attendees		
Low Impact Development & Habitat Technical Assistance		
Coordinating with WDFW and Paul Tappel for wood/rock armoring of Clark FFFPP culvert		
Soil testing - 13 landowners submitted tests, interpreted results for 3 landowners		
Watershed/Salmon Recovery Planning		
NPCLE meeting in Forks		
Assist/review with FS Sitkum road decommissioning SRFB grant		
Project Implementation		CREP
Site visit to NOLT Knecht property - planning for 2019 planting		
CREP plans completed and submitted to FSA for B&T riparian forest buffer & hedgerow		
2018 plantings complete for Weaver, Shangri La and J&G		
Project Maintenance		CREP
Site visit with Gerry Dean (CREP mid-contract management inspection)		
Site visit with NOLT to Pysht riparian forest buffer (CREP mid-contract management inspection)		
Site visit to Bergman site (determining maint. needs for riparian, wetland & hedgerow buffers)		
Site visit with NOLT to Pysht riparian wetland buffer (determining future maintenance needs)		RCPP
General Outreach & Project Administration		
February and March grant reports		
Working on CNMPs for Willow-Wist and Maple View Dairy		