



Clallam Conservation District

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Regular Board Meeting
Online Access via Zoom
July 13, 2021

MINUTES

Supervisors Present: Christy Cox, Chair; Ben Smith, Vice-Chair; Carolyn Wilcox, Auditor; Matt Heins

Supervisors Absent: Lori DeLorm

Associate Supervisors Present: Cathy Lucero

Staff Present: Kim Williams, District Manager, Meghan Adamire, Jennifer Bond, Conservation Planners; Judy Minnoch, Bookkeeper/Administrative Assistant

Others Present: Jean Fike, SCC Regional Manager.

Presiding Officer: Christy Cox, Chair

Secretary: Judy Minnoch

Meeting called to order at 3:00PM.

Public Comment:

Approval of Minutes

Matt Heins moved to approve the minutes from the June 8, 2021, regular board meeting as presented. Ben Smith seconded the motion. Motion approved unanimously.

REPORTS

District

Meghan reported the new WSU AgWeatherNet Station has been installed in Carlsborg with, Irrigation Efficiencies provided part of the funding for this project. She is also working with WSU to help them select locations in west Clallam County for installation of more weather stations. Kim and Meghan had a meeting with North Olympic Salmon Coalition (NOSC) to discuss partnership opportunities for riparian buffer plantings in WRIA 19 and the Dungeness.

Jennifer reported that a landowner contacted CCD to assist with developing a farm conservation plan following a site visit and referral letter from Dept. of Ecology. Both the landowner and farm operator have agreed to cooperate to develop a conservation plan for the property. Clallam County Environmental Health has not referred any septic failures in 2021 and current PIC coordinator is leaving position. Clean Water Work Group is still driving the implementation of PIC work. Jen will be attending her first Conservation Futures meeting in July as an advisor. Joe had been attending these in the past. She will provide a brief report afterwards.

NRCS

The Port Angeles field office still remains unstaffed.

Commission Reports

Jean Fike mentioned program changes for the Natural Resources Investments (NRI) funding and discussed how Districts could utilize it for traditional cost-share projects and to address natural resource concerns that the District sees as a priority. There will be some changes in the future to the Shellfish Program but use current parameters in the meantime. She also mentioned changes in the cultural resource review process but encouraged Districts to continue to proceed and check the Commission's website for more recent forms for use.

WACD

No report presented.

Procedure of putting item on the agenda A timeline for agenda edits was discussed and agreed upon. Procedure for starting new programs- Jen sought input from Board members on the updated draft procedure for kicking off new programs, including periodic check-ins with the Board during new program development. Consensus for moving forward with the proposed procedure.

Supervisor Complaint Policy Updates were presented and it still needs some work. Another updated version will be presented at the next meeting for approval.

Treasurer's Report

Ben Smith moved to approve the June 2021 Treasurer's report and approval of payments described as checks: FF10368-10387 and SB325-327 and electronic fund transfers dated June 1-30, 2021 in the amount of \$381,785.01.

Matt Heins seconded the motion. Motion approved unanimously.

OLD BUSINESS

Approve Credit Card Holders

Ben Smith moved to approve for Kim Williams to be an authorized primary and Judy Minnoch a secondary card holder.

Carolyn Wilcox seconded the motion. Motion approved unanimously.

NEW BUSINESS

Memo of Agreement with Clallam County

Ben Smith moved to approve the Memo of Agreement with Clallam County as presented.

Matt Heins seconded the motion. Motion approved unanimously.

Interlocal Agreement with Jefferson County Conservation District for Joe Holtrop

Ben Smith moved to approve Interlocal Agreement with Jefferson County Conservation District as amended.

Carolyn Wilcox seconded the motion. Motion passed with 2 approved and 1 disapproved vote.

Cost Share and Participant Rates for Commission

A suggestion was made to amend the resolution to increase the cost-share rate up to 100%.

Ben Smith moved to approve Resolution No. 202107-06, Cost Share Assistance and Cooperator Labor Rate for Biennium Years 2021-2023 as amended.

Matt Heins seconded the motion. Motion approved unanimously.

Smartsheet Subscription

Carolyn Wilcox moved to approve the Smartsheet subscription for one year.

Ben Smith seconded the motion. Motion approved unanimously.

Approval for desk/chair for Kim, 4 new monitors for staff

Ben Smith moved to approve \$2,500 for purchase of a desk and chair for Kim Williams and 4 new monitors for the office.

Carolyn Wilcox seconded the motion. Motion approved unanimously.

Cooperator Agreement for John and Michelle Simpson

Ben Smith moved to approve the Cooperator Agreement with John and Michelle Simpson.

Carolyn Wilcox seconded the motion. Motion approved unanimously.

Meeting adjourned at 5:28PM.

Kim Williams 8/10/21

Ben Smith 8/10/21