



Clallam Conservation District

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

Regular Board Meeting

April 12, 2022

Armory Square, OlyCap Conference Room and via Zoom
228 W. First St., Ste. G, Port Angeles, WA

MINUTES

Supervisors Present: Christy Cox, Chair; Bennett Smith, Vice-Chair; Carolyn Wilcox, Auditor; Matthew Heins, Lori DeLorm

Supervisors Absent:

Associate Supervisors Present: Susannah Spock,

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

Others Present: Julie Knobel, Nicole Rassumson, Paul Forest, community members

Presiding Officer: Christy Cox, Chair

Secretary: Judy Minnoch

Meeting called to order at 3:14 PM.

Public Comment:

Paul Forest presented a Street Tree Program. It was suggested to create a letter of support to the City. Carolyn Wilcox offered to draft a letter and send to Kim to present at the next meeting.

Approval of Minutes

Ben Smith moved to approve the minutes from the March 8, 2022 regular board meeting as amended.

Matt Heins seconded the motion. Motion approved unanimously.

REPORTS

District

Kim Williams highlighted the importance of partner collaboration this month. Her native landscaping courses are almost ready to be presented this upcoming month with more than 65 people signed up initially. Internally, the district has made many website updates and plans to better utilize use the website as a tool. Irrigation project updates: The district is has not yet heard back regarding the WaterSMART grant and The SPTIA, Sequim Prairie Tri-Irrigation Association, has almost completed phase I and beginning phase II. A report with how many feet of piping has been installed will be presented next month.

Judy Minnoch presented the plant sale summary of cost comparison. Notes will be added and presented again next month.

Meghan Adamire reported on the planting for Quileute Tribe Conservation Reserve Enhancement Program (CREP) was recently completed on 6.98 acres along the Quillayute River. Jill Silver, 10,000 Years Institute, loaned us a WCC crew and 10 of her crew members to help our WCC crew complete the project. Including this project, the River's Edge riparian buffer planting project, and three volunteer planting events, over 14,000 plants were installed this spring to enhance $\frac{3}{4}$ of a mile of stream buffer.

Jennifer Bond is working on two farm conservation planning projects on Lees Creek. One is a small cost share project for an exclusion fence and riparian planting project. The other is a more complex conservation plan that is a result of a

regulatory referral and will likely involve a stream crossing, fencing, and riparian restoration. Eligibility review for the onsite septic system (OSS) cost share program was completed for nine properties, one property was determined eligible and Jennifer proceeded with a cost share application for that property. She also mentioned that she has some concerns with lengthy review periods required by the Dept. of Health in order to utilize the cost share funding that Clallam County has secured and may pursue alternative funding sources for completing OSS repairs in a timely fashion.

Supervisors

Christy Cox mentioned she was participating in the WACD virtual meeting on Monday, April 18, 2022 and suggested other supervisors join in as well. Both Carolyn Wilcox and Ben Smith expressed interest in participating in the meeting.

Treasurer's Report

Ben Smith moved to approve the March 2022 Treasurer's report and approval of payments described as checks: FF10508-10528; CB334 & 335 and electronic fund transfers dated March 1-31, 2022 in the amount of \$119,030.71. Matt Heins seconded the motion. Motion approved unanimously.

NEW BUSINESS

Election Discussion and Update

Judy Minnoch presented a comparison of the last three elections. Discussion ensued on voter engagement. Kim Williams shared data collected from County on the costs to be on the general ballot. The Board discussed that the high cost could be prohibitive. Depending on how legislation is written, there may be a possibility the cost could be waived.

Approval BARS: Schedule 22

Ben Smith moved to approve the Schedule 22 for the year 2021. Matt Heins seconded the motion. Motion approved unanimously.

Policy updates without Board Approval

Ben Smith moved to approve policy updates as presented to occur without board approval. Matt Heins seconded the motion. Motion approved unanimously.

Jennifer move to ¾ time temporarily

Ben Smith moved to approve Jennifer from ½ time to ¾ time starting April 1, 2022 for a minimum of three months. Matt Heins seconded the motion. Motion approved unanimously.

Update Personnel Policy, Vacation Accrual

Ben Smith moved to approve the updated personnel policy on vacation accrual as presented. Matt Heins seconded the motion. Motion approved unanimously.

NOLT Land Acquisition Projects

Ben Smith moved to approve letters of support for Quileute, Project No. 22-1196, the Historic Oxbow Project, and the NOLT Mid Valley Farm letter as amended. Matt Heins seconded the motion. Motion approved unanimously.

Cooperator agreement with landowner 22-005

Matt Heins moved to approve the Cooperator Agreement with landowner #22-005. Ben Smith seconded the motion. Motion approved unanimously.

Cost-share agreement with landowner 22-005

Ben Smith moved to approve the Cost-share Agreement with landowner #22-005 to cover 100% of design cost not to exceed \$3,000, and 75% of installation cost estimated to be \$22,500. Matt Heins seconded the motion. Motion approved unanimously.

OLD BUSINESS

Long Range Plan

Editing will continue at the next regular meeting.

Meeting adjourned at 6:45PM.

