



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
3:00PM, Tuesday, October 10, 2023
Armory Square, OlyCAP Conference Room in person and via Zoom
228 W. First St., Ste. G, Port Angeles, WA

MINUTES

Supervisors Present: Christy Cox, Chair; Nicole Rasmussen, Vice-Chair; Ben Smith, Wendy Rae Johnson, Auditor.

Supervisors Absent: Lori DeLorm

Associate Supervisors Present:

Staff Present: Kim Williams, District Manager; Meghan Adamire, Conservation Planner; Jennifer Bond, Conservation Planner; Kevin Merrigan, Salmon Riparian Field Technician; Jayne Bloomberg, Office Administrator.

Others Present: Jean Fike, SCC; Joe Holtrop, Jefferson County Conservation District Manager

Presiding Officer: Christy Cox, Chair

Secretary: Jayne Bloomberg

Meeting called to order at 3:00 PM.

Public Comment

Marlin Baeth commented regarding the SPTIA project. Peter Roberts commented regarding the SPTIA project. Judy Larson commented regarding the SPTIA project. Virginia Shogren commented regarding the SPTIA project. Rob White commented regarding the SPTIA project. Loretta Jones commented regarding the SPTIA project.

Approval of Minutes

Ben Smith moved to approve the minutes as amended from the September 12, 2023, Regular Board Meeting.

Wendy Rae Johnson seconded the motion. The motion was approved unanimously.

REPORTS

District

Kim Williams – Referred to her monthly activities report. She wanted to note that we gave our annual presentation update to the county commissioners on 09/24 and they were very pleased with everything we were doing in the district. She spent time on PRRs and interviewing attorneys for legal services. She also helped support Kevin in organizing the Well Metering register replacement project.

Jennifer Bond – Referred to her monthly activities report. The design for Flaura's Acres to connect to the city of Sequim sewer has been completed and that County grant ended in September. Jen met with a Clean Water Work Group subcommittee to select a new PIC project area and the group is reviewing more water quality data before picking the next PIC project area. Jen provided a brief overview on how PIC works and how PIC projects could be initiated in other regions of the county. She also reported that a PIC open house was held to update landowners.

Kevin Merrigan – Referred to his monthly activities report. Reached out to 70 well metering landowners to schedule a time to change out their well meter registers. Went out in the field with a well metering technician to change out 55 registers. Problems were discovered with improper installation which led to some registers failing sooner than expected and made some registers difficult to access. There were also issues with new landowners not being notified they have a well meter on their property when they purchase.

Meghan Adamire – Referred to her monthly activities report. She has been working with District staff and Jamestown S’Klallam Tribe on a riparian buffer planting plan for Phase 3 of the River’s Edge revegetation project; planting will begin in January with protector installation and mulching to follow. She coordinated and attended two days of site visits with NRCS and USFWS biologists to help implement some large-scale restoration partnership projects throughout the county with private landowners. Over 12,000 plants have been sold during our large order sales which end on October 25; small order sales begin on November 1. She also mentioned seven educational and volunteer events are lined up to highlight Orca Recovery beginning on October 14 and continuing into November.

Jayne Bloomberg – Referred to her monthly activities report. She helped with several Public Records Requests, soil test submittals, WACD meeting preparation, and plant sale order entries.

Joe’s Holtrop Report – Referred to his monthly report. The Cultural Resources survey for the Sequim Prairie Tri Irrigation Association (SPTIA) project will start in October; there was discussion and questions regarding the SPTIA project.

Supervisor Reports

WACD Report – Christy reported that Ryan Baye sent out an email to Board members letting them know that the WACD Area Meeting is on Oct. 16 at 6pm.

NRCS Report – No report

WSCC Report – Jean Fike reported two updates: There are leadership changes at the Commission as the interim executive director had to step away. Sarah Groth who is lead of fiscal has stepped in as the temporary interim director. Interviews have been conducted with two finalists for the executive director position. She also mentioned a workgroup is developing changes to the Salmon Recovery Funding grant, the next round of funding should begin January 2024.

Treasurer’s Report

Ben Smith moved to approve the September 2023 Treasurer’s report and approval of payments.

Wendy Rae Johnson seconded the motion. The motion was approved unanimously.

NEW BUSINESS

Engage in Legal Services, with Seth Woolson at Chmelik, Sitkin & Davis

Wendy Rae Johnson moved to approve to engage the legal services with Seth Woolson at Chmelik, Sitkin & Davis

Ben Smith seconded the motion. The motion was approved unanimously.

Credit Card for Jayne Bloomberg

Wendy Rae Johnson moved to approve a credit card for Jayne Bloomberg, Office Administrator.

Ben Smith seconded the motion. The motion was approved unanimously.

Transfer Sound Community Bank Emoney Maker account to Apex Money Maker account

Wendy Rae Johnson moved to approve the transfer of funds from the Sound Community Bank Emoney Maker account to an Apex Money Maker account.

Ben Smith seconded the motion. The motion was approved unanimously.

Letter of Support for Wild Salmon Center: *Restoring Fish Passage through the Barrier Removal Program*

Ben Smith moved to approve the letter of Support for Wild Salmon Center.

Wendy Rae Johnson seconded the motion. Nicole Rasmussen abstained from voting, motion approved.

Executive Session: Kevin Merrigan performance review.

Wendy Rae moved to approve the change in salary and title from Salmon Riparian Field Technician Range 43, Step F, to Conservation Field Technician, Range 43, Step G, for Kevin Merrigan.

Ben Smith seconded the motion. The motion was approved unanimously.

OLD BUSINESS

None

Meeting adjourned at 5:05pm



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Acronyms

1	AFO / CAFO	Animal Feed Operation / Concentrated Animal Feeding Operation	39	NOSC	North Olympic Salmon Coalition
2	Ag/GMA	Agriculture / Growth Management Act	40	NPCLE	North Pacific Coast Lead Entity
3	BARS	Budget, Accounting and Reporting System	41	NPS	National Park Service
4	BMPs	Best Management Practices	42	NRCS	Natural Resource Conservation Services
5	BOCC	Board of County Commissioners	43	NRI	Natural Resources Investment
6	CAO	Critical Areas Ordinance	44	OlyCAP	Olympic Community Action Program
7	CASP	Critical Areas Stewardship Plan	45	OSS	Onsite Septic System
8	CCD	Clallam Conservation District	46	PFM	Pacific Forest Management
9	CREP	Conservation Reserve Enhancement Program	47	PIC	Pollution and Identification Control
10	CY/FY	Calendar Year/Fiscal Year	48	PSCD Caucus	Puget Sound Conservation Caucus
11	DEI	Diversity, Equity, and Inclusion	49	RCO	Recreation and Conservation Office
12	DIP	District Implemented Project	50	RFP	Request for Proposal
13	DNR	Department of Natural Resources	51	SAO	State Auditor's Office
14	DOE	Department of Ecology	52	SMP	Shoreline Management Plan
15	DOH NTA	Department of Health, Near Term Action	53	SRF	Salmon Recovery Funding
16	DOT	Department of Transportation	54	SRFB	Salmon Recovery Funding Board
17	EIS	Environmental Impact Statement	55	TA	Technical Assistance
18	EPA	Environmental Protection Agency	56	TSP	Technical Service Provider (with NRCS)
19	EQIP	Environmental Quality Incentive Program	57	USDA	United States Department of Agriculture
20	ERTS	Environmental Report Tracking System (DOE)	58	VSP	Voluntary Stewardship Program
21	FFFPP	Family Forest Fish Passage Program	59	WACD	Washington Association of Conservation Districts
22	FSA CED	Farm Service Agency, County Executive Director	60	WACD PMC	Washington Association of Conservation Districts Plant Materials Center
23	FSA COC	Farm Service Agency, County Office Committee	61	WADE	Washington Association of District Employees
24	IE	Irrigation Efficiencies	62	WCC Crew	Washington Conservation Corps Crew
25	IEGP	Irrigation Efficiencies Grant Program	63	WDFW	Washington Department of Fish and Wildlife
26	IGDO	Intra Gravel Dissolved Oxygen	64	WHIP	Wildlife Habitat Incentive Program
27	IM	Implementation	65	WRP	Wetland Reserve Program
28	JSKT	Jamestown S'Klallam Tribe	66	WRIA	Watershed Resource Inventory Area
29	LEKT	Lower Elwha Klallam Tribe	67	WSC	Wild Salmon Center
30	LID & Habitat TA	Low Impact Development and Habitat Technical Assistance	68	WSU	Washington State University
31	MOA/MOU	Memo of Agreement/Memo of Understanding	69	WWT	Washington Water Trust
32	MRSC	Municipal Research and Services Center of Washington			
33	MST	Microbial Source Tracking			
34	NACD	National Association of Conservation Districts			
35	NFWF	National Fish and Wildlife Foundation			
36	NOLT	North Olympic Land Trust			
37	NOPR C&D	North Olympic Peninsula Resource, Conservation and Development			
38	NOPL	North Olympic Peninsula Lead Entity for Salmon			