



Clallam Conservation District

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Regular Board Meeting
3:00PM, Tuesday, February 13th, 2024
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
Lori DeLorm, Supervisor
Ben Smith, Supervisor

Supervisors Absent: Nicole Rasmussen, Wendy Rae Johnson

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

Others Present: Jean Fike- SCC, Aaron Oman – NRCS, Travis Casey – DOE Nonpoint Water Quality Specialist

Presiding Officer: Christy Cox, Chair

Secretary: Jayne Bloomberg

Meeting called to order at 3:05 PM and Agenda Review

Introductions and Public Comment

- Judy Larson – commented on the PRR submitted by email, regarding matters of concern.
- Virginia Shogren – commented on the SPTIA shareholder meeting. She shared that the SPTIA Irrigation shareholders voted to withdraw from the MOU 11/30/2021 as well as ceasing any projects lacking consent and calling for studies.
- Rob White - commented on the SPTIA and fish passage projects.

Approval of Minutes

Ben Smith moved to approve minutes from the January 9th, 2024, Regular Board Meeting.
Lori DeLorm seconded the motion. The motion was approved unanimously.

District Reports & Staff Updates

Kim Williams – District Manager

Scored 52 salmon recovery workplans for NOPLÉ and that took a long time. Performance reviews were done for Meghan and Jen.

Jennifer Bond – Planner

Two referrals for the onsite septic system cost share program were received, 1 homeowner was not eligible, and 1 homeowner may submit an application. Jen worked with Meghan and Kim to complete the annual report for 2023.

Kevin Merrigan – Field Technician

Kevin was busy with riparian plantings in January, working with WCC crew on 3 different plantings on 4 landowner properties. He reported that well meter register change outs have slowed down due to a lack of responsiveness from landowners. There are 31 left to do, some are not going to happen and there will be a list of landowners who have refused to do well meter register change out.

Meghan Adamire – Planner

An update on the plant sale; 370 orders have been placed for nearly 29,000 plants. Western red cedar were damaged due to a freeze in October, so the nursery has suggested cancelling customer orders and we will offer a switch to another conifer or a refund. The River's Edge planting is complete; we are working with Jamestown S'Klallam Tribe to help coordinate mulching on the new plantings in March. Seventy-seven people have signed up for a volunteer planting with the Lower Elwha Klallam Tribe and Marine Resource Committee in March on Ediz Hook. The Hermison Creek Fish Passage Project was put out to bid on February 2, bids are due on February 29.

Jayne Bloomberg – Office Administrator

Worked with HCA regarding passwords and invoices. Our brand-new copy machine is now in the office and up and running.

Supervisor Reports

Lori DeLorm - Supervisor: Offered up her business card and information for Rob White.

Christy Cox - Chair: Will be organizing a small protest at the county courthouse.

Agency Reports

Dept. of Ecology – Travis Casey mentioned that the Streamflow Restoration grant is open for applications and is due by the end of the month. They will also be hiring more nonpoint specialists.

WSCC Report - Jean Fike mentioned that there are grant opportunities now and she will send a link in the chat. There have been staffing changes: Kate Delavan is now the Acting Policy Director and will be helping Executive Director James Thompson, and Levi Keesecker is heading up our science hub.

CAPP Update – Jean Fike. Attached please find the schedule 1 checklist for the Conservation Accountability and Performance Program (CAPP) this covers the legal and contract compliance items. You will notice that the elections, financial reporting, and Master Contract items are blank. This is because the election is still in process, the SAO report isn't due yet and we are awaiting resolution of the engineering requirement on one of our projects.

NRCS Report – Aaron Oman stated that they are streamlining the fish passage process, an agreement with WDFW that should help facilitate aquatic organisms passage implementation with EQIP funding and Travis Casey reminded folks that ECY grants for stream flow are open till end of the month.

Treasurer's Report

Ben Smith moved to approve the January 2024 Treasurer's report and approval of payments.

Lori DeLorm seconded the motion. The motion was approved unanimously.

2023 Report of Accomplishments

Presented by Kim.

- Ben Smith discussed the need to do an evaluation of what goals the CCD did not meet for the year of 2023.

NEW BUSINESS

MOA between Clallam County and Clallam Conservation District

Ben Smith moved to approve the MOA between Clallam County and Clallam Conservation District.
Lori DeLorm seconded the motion. The motion was approved unanimously.

Discussion regarding Cooperator Agreement and Cost Share Agreement for client #24-004, for replacing a failing on-site septic system. The Board decided to postpone this cooperator agreement and cost share application vote until the homeowner becomes the titled owner of this property.

Cost Share Agreement with client #22-008, riparian forest buffer implementation

Ben Smith moved to approve the Cost Share Agreement with client #22-008, riparian forest buffer implementation.
Lori DeLorm seconded the motion. The motion was approved unanimously.

Financial Support for Better Ground and Puget Sound CD Collective Impact

Kim wanted the board's insight on giving financial support to Better Ground. The Puget Sound Caucus, the 12 Conservation Districts in WA, meet once a month and she participates in these meetings. All the reporting goes to the Better Ground website, and they are asking for financial support for the upkeep of the website and organizing the metrics from the 12 CDs. There is a request for \$1,000, and we did contribute to them last year.

Ben Smith moved to approve the financial support of \$1,000 for Better Ground and Puget Sound CD Collective Impact.
Lori DeLorm seconded the motion. The motion was approved unanimously.

Shared legal services with SPTIA

Kim presented that the Board members of SPTIA are asking for legal services and want to use our attorney and/or share information between an attorney they choose. It's to best to let the CCD attorney express his opinion, as this could be a conflict of interest.

Ben Smith moved to approve table this item of shared legal services with SPTIA.
Lori DeLorm seconded the motion. The motion was approved unanimously.

OLD BUSINESS

2024 Workplan

Ben Smith moved to approve the 2024 Workplan as presented.
Lori DeLorm seconded the motion. The motion was approved unanimously.

Executive Session

The board decided to table the session for a special meeting. Performance Evaluations for Megan and Jennifer will be sent to the supervisors for discussion. A special meeting may be held before payroll signing on 02/28/24.

Ben Smith moved to table the Executive Session in favor of a special meeting.
Lori DeLorm seconded the motion. The motion was approved unanimously.

**Executive Session: Executive Session pursuant to RCW 42.30.110 section (l) subsection (f,g)
Performance evaluations for Meghan Adamire and Jennifer Bond.**

Meeting adjourned at 4:30pm.

