



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, November 14, 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
Nicloe Rasmussen, Vice-Chair
Wendy Rae Johnson, Auditor
Lori DeLorm, Supervisor
Ben Smith, Supervisor

Supervisors Absent:

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; and Joe Holthrop, Jefferson County Conservation District.

Presiding Officer: Christy Cox, Chair

Secretary: Jayne Bloomberg

Meeting called to order at 3:02 PM and Agenda Review

Introductions and Public Comment

John Worthington commented regarding the SPTIA project.

July Larsen submitted a written comment on the SPTIA project.

Virginia Shogren commented regarding the SPTIA project.

Rob White commented regarding the SPTIA project and the trees and his view.

Kathleen

Jim

The public present made comments regarding the SPTIA project. The sign-in sheet, with public names on it, has been misplaced.

Approval of Minutes

Wendy Rae Johnson moved to approve the minutes from the October 10, 2023, Regular Board Meeting, as amended.

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

Wendy Rae Johnson moved to approve the minutes from the October 16, 2023, Special Board Meeting, as amended.

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

REPORTS

District

Kim Williams – Referred to her monthly activities report. She participated in the Orca Recovery Day with two education events on the Elwha River and Rivers Edge on the Dungeness. 25.5 hours were spent on Public Records Requests and consulted with the attorney.

Jennifer Bond – Referred to her monthly activities report. She shared pictures of the newly purchased manure spreader that is available for rent at Angeles Millworks. An employee tested out the spreader and has great feedback. The spreader will be promoted in late winter and early spring and handouts will be provided to renters outlining best management practices for spreading manure.

Kevin Merrigan – Referred to his monthly activities report. He participated in the Orca Recovery Month and will make a presentation/flyer summarizing all the Orca Recovery events. For the Well Metering program, 59 registers were replaced in October. In November, Kevin sent out a letter to 130 landowners to reach them to change their well meter registers. In November 25 well meters have been changed as of now.

Meghan Adamire – Referred to her monthly activities report. There are so far 178 plant sale orders. She made several site visits to farms in Joyce, Port Angeles, and Bell Creek. Buffer planning for Jamestown S’Klallam Tribe planting at Rivers Edge in 2024.

Jayne Bloomberg – Referred to her monthly activities report. Monthly general office administration duties. She helped prep and set up for the WACD Meeting, attending, and taking minutes for that meeting.

Joe’s Holthrop Report – Referred to his monthly report. There was discussion and questions regarding the SPTIA project, timelines, and the Agnew Irrigation District piping projects. The North Barr Road piping has resumed, with additional funding requested. It was discussed that SCC will not approve additional funding for this project due to lack of proof of engineering and further cultural resources needed. The project is being investigated and all funding has stopped. For the three SPTIA projects, we are waiting to complete cultural resources compliance, and working to get engineering started.

Supervisor Reports

WACD Report – no report

NRCS Report – Aaron Oman. There are new applications that are in the works and have had several requests for technical assistance. There will soon be a new staff member who will be based in Port Angeles in December.

WSCC Report – Jean Fike. The WACD Annual meeting will be in Wenatchee, WA in a couple of weeks. The next director will be named at that time. The candidates are Alison Halper and James Thompson.

Treasurer’s Report

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

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

NEW BUSINESS

2024 Elections Resolution #23-008

Ben Smith moved to approve 2024 Elections Resolution #23-008, as amended.

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

Resolution No. 23-011, Shift Sound Community Bank CD to local government investment pool

Wendy Rae Johnson moved to approve Resolution # 23-011, shift Sound Community Bank CD to local government investment pool, as amended.

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

WACD Annual Meeting registration and hotel costs

Ben Smith moved to approve the WACD Annual meeting registration and hotel costs.

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

Purchase of a new copy machine

Wendy Rae Johnson moved to approve the cost of up to \$10,000 and not to exceed, to purchase a new copy machine.

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

Cooperators Agreements with: Client #23-009 and Client #23-010

Ben Smith moved to approve the cooperators agreements with Client #23-009 and Client #23-010.

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

Jayne Bloomberg to become account signer on all CCD First Federal and Sound Community Bank accounts.

Wendy Rae Johnson moved to approve Jayne Bloomberg to become account signer on all CCD First Federal and Sound Community Bank accounts.

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

Professional Services Agreement with Wild Salmon Center for cultural resources – Willhelm Project

Wendy Rae Johnson moved to approve the professional services agreement with Wild Salmon Center for cultural resources – Willhelm Project.

Ben Smith seconded the motion. The motion was approved unanimously. Nicole Rasmussen abstained from voting.

Flaura’s Acres, future involvement discussion with Jennifer Bond: The design work for connecting to the City of Sequim’s sewer system was submitted to the City of Sequim and the engineer’s construction estimate is \$1.9 million. This includes permit fees of approximately \$11,000 per home and costs for decommissioning existing septic tanks. Jen is attending regular meetings with the HOA and partners to explore funding options for implementing the project.

Ben smith is abstaining from any discussion on this, as a property owner.

Engineering Policy Review: We are going to be putting together a request for qualifications for an engineering roster and will need an engineering committee of staff and the board. They will be ranked by the meeting in January, general on-call and the rest will be on a roster. It will be brought to the board for review.

OLD BUSINESS

None

Meeting adjourned at 5:33pm



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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	FFPPP	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	NOPE	North Olympic Peninsula Lead Entity for Salmon			