



Clallam Conservation District

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

Regular Monthly Board Meeting
228 W. First St., Ste. H, Port Angeles
March 12, 2019

MINUTES

Supervisors Present: Joe Murray, Chair; Ben Smith, Vice-Chair; Robert Beebe, Auditor; Matt Heins, & Scott Chitwood, Board Supervisors

Supervisors Absent:

Associate Supervisors Present:

Staff Present: Joe Holtrop, Executive Director; Jennifer Bond & Meghan Adamire, Conservation Planners; Judy Minnoch, Administrative Assistant

Others Present: Kirk Sehlmeier, NRCS

Presiding Officer: Joe Murray, Chair

Secretary: Judy Minnoch

Meeting called to order at 3:00PM.

Approval of Minutes

Matt Heins moved to approve the minutes from February 19, 2019 regular board meeting.

Robert Beebe seconded the motion. Motion approved unanimously.

REPORTS

Staff Reports

See attached.

NRCS Report

Kirk helped at the Plant Sale, providing technical assistance to customers. He also attended the local working group NRCS meeting in Skagit County with Joe Holtrop. This group of conservation districts and other organizations prioritize resource concerns and other parameters for NRCS financial assistance funding. The demand for fish passage work is expected to increase, which means an increase in engineering demands.

Treasurer's Report

Ben Smith moved to approve the February 2019 Treasurer's report and approve for payment of electronic funds transfers and checks described as FF 9957-9970 and SB 270-272 dated February 1-28, 2019 in the amount of \$240,570.54.

Scott Chitwood seconded the motion. Motion approved unanimously

Announcements/Public Comment

None.

OLD BUSINESS

Contract Award for Dungeness Well Metering System Vendor

Ben Smith moved to approve the contract agreement with Metron Farnier as the Dungeness well metering system vendor.

Robert Beebe seconded the motion. Motion approved unanimously.

Amendment to Aquifer Recharge Interlocal Agreement with Agnew Irrigation District

Ben Smith moved to approve an Amendment to the Aquifer Recharge Interlocal Agreement with the Agnew Irrigation District.

Robert Beebe seconded the motion. Motion approved unanimously.

NEW BUSINESS

Cooperator and Cost-share Agreements

Ben Smith moved to approve a cooperator agreement with Ken Peer.

Scott Chitwood seconded the motion. Motion approved unanimously.

Ben Smith moved to approve a cooperator agreement with James Moroz.

Scott Chitwood seconded the motion. Motion approved unanimously.

Proposal for Judy Minnoch to increase employment to three-quarter time

Ben Smith moved to approve for Judy Minnoch to increase employment hours from half-time to three-quarter time starting March 1, 2019 through the end of June 2019, and will be reviewed again at the June board meeting.

Robert Beebe seconded the motion. Motion approved unanimously.

Meeting adjourned at 5:03PM.





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STAFF REPORT - February 2019

STAFF	GRANT
Joe	
General Administration	IM
Budget planning and staffing analyses	
Rates & Charges investigation/planning	
Low Impact Development & Habitat Outreach & Education	
Prep for Natural Landscaping course and spring field workshop	
Low Impact Development & Habitat Technical Assistance	
Mattern-Wilder conservation plan map prep and record of decisions	
Watershed/Salmon Recovery Planning	
Strait Ecosystem Recovery Network (PSP) quarterly meeting	
Puget Sound CDs conference call	
District managers conference call	
Project Planning & Implementation	IE
SPTIA project inspections	
Boyd Technical Assistance	NRI
SPTIA project inspections and final cost-share paperwork	
General Outreach & Project Administration	RCPP
Budget planning and conference call	
Johnson	SH
OSS repair planning	
Williams	SH
OSS repair planning	
AQUIFER RECHARGE & STORAGE	DOE
SPTIA project inspections	
AID-DOT project planning	
Reservoir work group meeting and map preparation	
WELL METERING PILOT PROJECT	PIC
Contract preparation, planning for meter replacement bid solicitation	
Technical Assistance for Pollution Correction	PIC
Game Farm plan update	
JENNIFER	
Agricultural Technical Assistance	IM
Planning for spring horse and livestock workshops	
Technical assistance - 1 horse owner in Agnew area (HUAP, drainage)	
Bill McFarlen, Sequim HS Ag teacher - interested in class & farm presentations this spring	LIVESTOCK
LIVESTOCK	
Planning and technical assistance - Mary Harrison/Cindy Smith (Kitchen-Dick Rd.)	SH
Tom Johnson	
Project coordination	
Cindy Williams	
Project coordination - pursuing acquisition/buyout options at this time	SH
Walter & Lori Athow	
Planned for implementation when weather permits	

RCPP		RCPP
Monthly reports, budget coordination		
Plant Sale		Plant Sale
Plant sale coordination		
Pollution Identification		PIC
Mtg with CCEH & DCD, update to design regarding Johnson and Williams projects		
Mtg with Matt Heins, Shawn Hankins, Jacob Melly - Community water/wells in Golden Sands		
MEGHAN		GRANT
Agricultural Technical Assistance		IM
Technical assistance - horse owner in Blue Mtn. area (HUAP, fertility of hay field)		
Technical assistance - Jill Palmquist (HUAP maintenance)		
Low Impact Development & Habitat Outreach & Education		
Coordination with manager of Farmers Market to have a booth at Sprout Festival		
Low Impact Development & Habitat Technical Assistance		
Working with PAHS science teacher to involve students in plant sale		
Project Implementation		CREP
WCC crew coordination for planting at B&T Cattle CREP buffers (Matriotti Ck)		
Outreach to Matriotti Ck cattle owner - potential CREP buffer and fencing		
Project Maintenance		
Site visits to J&G Ag and Botkin CREP buffers to determine maintenance needs		
Mid-contract management coordination for Fairbanks, McCarter, and NOLT		
General Outreach & Project Administration		RCPP
Budget planning and conference call		
Maple View		
Budget planning and practice mapping with NRCS, coord. of engineering with R. Bartelheimer		
Livestock Water Quality		LT
Swanberg CNMP		
Sitkum FS Road 2900 Drainage Designs		RCO
Coordination with Kelly and USFS for approval of designs		
Pollution Correction		PIC
B&T Cattle - working with NRCS to explore options for lagoon upgrade		
Plant Sale		Plant Sale
Order processing and volunteer coordination		