



# 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**  
**September 12, 2017**

## MINUTES

**Supervisors Present:** Robert Beebe, Don Hatler, Matt Heins, Ben Smith

**Supervisors Absent:**

**Associate Supervisors Present:**

**Staff Present:** Joe Holtrop, Executive Director; Meghan Adamire, Jennifer Bond, Conservation Planners

**Others Present:**

**Presiding Officer:** Joe Murray

**Secretary:** Meghan Adamire

Meeting called to order at 3:02 PM

### APPROVAL OF MINUTES

Matt Heins moved to approve the minutes from the August 8, 2017 regular board meeting.

Robert Beebe seconded. Motion approved unanimously.

### REPORTS

#### Staff Reports

Meghan Adamire reported that she had quite a few farm visits and technical assistance requests this month, and passed out a flyer for an Energy Workshop for farms and small businesses being held at the PUD office on September 21. She also gave an update that the Capital Budget has not passed so CREP is still at a standstill.

Jennifer Bond reported on dye testing on Meadowbrook Slough. Discussion ensued on the next proposed PIC project area being lower Matriotti Creek watershed. Jennifer also mentioned several horse and livestock events were held this month, and that in the future the Board will have to do some ranking for RCPP projects.

Joe Holtrop reported that the McComb to Levee Piping project only has a couple items remaining. An abandoned ditch will be decommissioned in the next few weeks, and there is also some fencing needed around the inlet structure.

More activities for the month can be found in the attached Conservation District Staff Report.

**NRCS Report - none**

#### Treasurer's Report

Matt Heins moved to approve the August 2017 Treasurer's report and approve for payment electronic funds transfers and checks described as FF 9573 – 9596 and SCB 258 dated August 1-31, 2017 in the amount of \$126,583.50. Don Hatler seconded. Motion approved unanimously.

**Announcements/Public Comment - none**

## **OLD BUSINESS**

### **All-Districts Meeting Report**

Joe Holtrop reported that stable funding was again discussed, and nothing was resolved, other than a focus group was created to come up with three to four options. There was also a proposal to go to the legislature to designate the Washington State Conservation Commission as the agency to determine voluntary water quality best management practices instead of Department of Ecology.

### **RCPP Grant Addendum Approval**

Robert Beebe moved to approve the RCPP program addendum #18-01-RP for the Dungeness Watershed Project. Don Halter seconded. Motion approved.

### **Office Lease Update**

Joe Holtrop reported that Allen Millet looked over our lease and said it looked good, but recommended we record it at Clallam County Courthouse before negotiating with the landowners to renew our 5-year lease.

## **NEW BUSINESS**

### **Executive Session for Bookkeeper/Administrative Assistant Interviews**

Session began at 4:07 PM. Regular session resumed at 5:30 PM.

### **WACD Northwest Area Meeting**

Joe Holtrop reported that the October 10<sup>th</sup> meeting is in Friday Harbor. No supervisors expressed interest in attending.

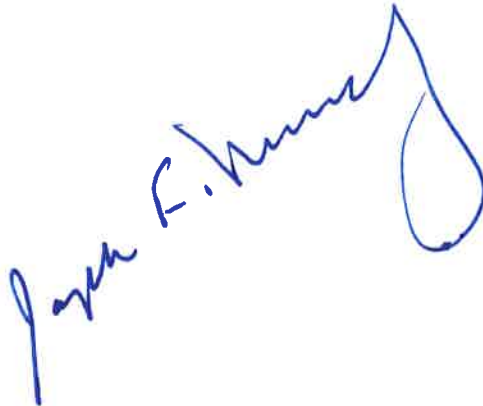
### **NACD Dues**

Joe Holtrop reported NACD dues were being requested. The Board agreed not to pay dues.

### **Cooperator and Cost-share Agreements**

Matt Heins moved to approve a Cooperator Agreement with Noah Bresler of River Run Farm. Robert Beebe seconded. Motion approved unanimously.

**Meeting adjourned at 5:38 PM**





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## STAFF REPORT - September 2017

GRANT	ACTIVITY	EMPLOYEE
CONSERVATION COMMISSION	<b>IMPLEMENTATION</b>	
	<b>General Administration</b>	
	Long range plan	Joe
	<b>General Outreach &amp; Education</b>	
	RiverFest booth	Meg
	Website updates	Joe
	<b>Agricultural Outreach &amp; Education</b>	
	Pasture Renovation Workshop at Coastal Store (20 participants)	Jen, Meg
	<b>Agricultural Technical Assistance</b>	
	Site visit - Horse boarding facility (O'Brien Rd; general farm planning, manure mgmt)	Jen
	Site visit - Horse farm (Agnew area; HUAP, manure mgmt)	Jen
	Site visit - horse/sheep (Sequim area; HUAP)	Jen
	Site visit - planning for horses (Sequim area; general BMPs)	Jen
	Site visit - horse farm (Agnew area; HUAP, track paddock)	Jen
	Maps for Dungeness Organic Produce farm fields	Joe
	Site visit to Elwha farm - track paddock, grazing woodlot, toxic weeds	Meg
	Technical assistance to 3 Sequim horse farms - toxic weeds, heavy use areas	Meg
	Technical assistance to Sequim area hay producer - soil fertility and nutrient mgmt.	Meg
	<b>Low Impact Development and Habitat Outreach &amp; Education</b>	
	Natural Landscaping course prep, workshop promotion	Joe
	Landscaping with Native Plants Field Workshop (9)	Joe
	<b>Low Impact Development and Habitat Technical Assistance</b>	
	Strait Ecosystem Recovery Network quarterly meeting	Joe
	Strait Ecosystem Recovery Network quarterly meeting	Joe
	Dungeness River Management Team meeting	Joe
	Soil test results distributed to 7 landowners	Meg
	<b>Watershed/Salmon Recovery Planning</b>	
	NPCLE meeting	Meg
	NOPLC meeting	Meg
	<b>CREP</b>	
	Site preparation coordination for Shangri La and J&G Ag	Meg
	Planning for B&T Cattle, Co.	Meg
	Weaver CREP project - fencing specifications	Meg
	<b>IRRIGATION EFFICIENCIES</b>	
	<b>General Water Conservation Planning &amp; Coordination</b>	
	Irrigation and water rights fact sheet	Joe
	Updating GIS for County	Joe
	<b>Project Planning and Implementation</b>	
	Dungeness Irrigation District McComb-Levee project	Joe
	Dungeness Irrigation District McComb-Levee project - ditch decommissioning	Joe
Sequim Prairie-Tri Irrigation Association Independent project	Joe	
Meeting with Cedars at Dungeness Golf Course and Tribe - irrigation	Joe	

	<b>RCPP</b>	
	Site visit (with Jared, NRCS) to River Run Farm/Noah Bressler	Jen
	Site visit (with Jared, NRCS) to Willow-Wist Farm	Meg
	Site visit (with Jared, NRCS) to Maple View Farm	Meg
	CPA-52 (Environmental Eval.) training in Mt. Vernon	Jen, Meg
	Grant setup	Joe
<b>DOE</b>	<b>AQUIFER RECHARGE &amp; STORAGE</b>	
	Dungeness Water Exchange meeting and field trip to aquifer recharge projects	Joe
	Quarterly report	Joe
	Review of Washington Water Trust report	Joe
	<b>FLOODPLAINS BY DESIGN</b>	
	Final Report	Joe
<b>COUNTY</b>	<b>POLLUTION IDENTIFICATION &amp; CORRECTION IMPLEMENTATION</b>	
	<b>PUGET SOUND CONSERVATION DISTRICTS FUNDING</b>	
	<b>County General Funds</b>	
	Bookkeeper/Admin Assistant recruitment	Joe, Beth



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	<b>General Administration</b>	
	Long range plan	Joe
	<b>General Outreach &amp; Education</b>	
	Website updates	Joe
	<b>Agricultural Outreach &amp; Education</b>	
	<b>Agricultural Technical Assistance</b>	
	TA to 1 horse owner for implementation of a HUAP (Cassidy Creek area)	Jen
	Farm planning for Larson Farm (1154 O'Brien Road)	Jen
	Planning for "Farmers Resources List" (in partnership with WSU Extension)	Jen, Meg
	Farm planning for River Run Farm (2800 Woodcock Rd.)	Jen
	TA 1 landowner - soil fertility in hay field	Jen
	TA 1 landowner - general farm planning	Jen
	Technical assistance to Elwha farm - noxious weed control and exclusion fencing	Meg
	Technical assistance to Agnew livestock farm - fencing setbacks for creek	Meg
	Technical assistance to Agnew horse farm - soil fertility hay field, general farm planning	Meg
	Site visit to Agnew horse farm -HUA, manure storage and rotational grazing for new facility	Meg
	<b>Low Impact Development and Habitat Outreach &amp; Education</b>	
	Natural Landscaping course	Joe
	Landscaping for Birds Workshop (27)	Joe
	<b>Low Impact Development and Habitat Technical Assistance</b>	
	Site visit for Natural Landscaping course participant	Joe
	Plant sale preparation and large orders	Meg
	Soil test results distributed to 16 landowners	Meg
	<b>Watershed/Salmon Recovery Planning</b>	
	Strait Ecosystem Recovery Network PSP Near Term Actions meeting	Joe
	Dungeness River Management Team meeting	Joe
	Puget Sound CDs meeting	Joe
	NOPL meeting	Meg
	NPCLE meeting	Meg
	<b>CREP</b>	
	FSA Status Review Forms	Meg
	Planning for spring 2018 plantings - Weaver, Shangri La, J&G Ag and hopefully B&T Cattle	Meg
	Initial planning for B&T Cattle riparian forest buffer and hedgerow	Meg
	<b>IRRIGATION EFFICIENCIES</b>	
	<b>General Water Conservation Planning &amp; Coordination</b>	
	TA for landowner with property line dispute	Joe
	<b>Project Planning and Implementation</b>	
	Dungeness Irrigation District Ditch Decommissioning project	Joe
	<b>RCPP</b>	
	Draft local ranking questions	Jen, Meg
	Planning and designs for Maple View	Meg, Kelly
	Planning for Willow Wist CNMP	Meg

<b>DOE</b>	<b>AQUIFER RECHARGE &amp; STORAGE</b>	
	Re-installation of two flumes	Joe
	Review of Washington Water Trust report	Joe
	<b>FLOODPLAINS BY DESIGN</b>	
	Final Report	Joe
<b>COUNTY</b>	<b>POLLUTION IDENTIFICATION &amp; CORRECTION IMPLEMENTATION</b>	
	DRMT-CWWG tour of PIC Pilot Project Area (Golden Sands, Meadowbrook Creek)	Jen, Joe
	<b>PUGET SOUND CONSERVATION DISTRICTS FUNDING</b>	
	PSCDs conference call	Joe
	Regional reporting webinar	Joe
<b>County General Funds</b>		
	Bookkeeper/Admin Assistant recruitment	Joe, Beth