



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
April 10, 2018

MINUTES

Supervisors Present: Joe Murray, Chair; Ben Smith, Vice-Chair; Don Hatler, Auditor; Robert Beebe, Matt Heins, Board Members

Supervisors Absent:

Associate Supervisors Present:

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

Others Present: Ruth Piccone, Department of Ecology (DOE)

Presiding Officer: Joe Murray

Secretary: Meghan Adamire

Meeting called to order at 3:00.

APPROVAL OF MINUTES

Ben Smith moved to approve the minutes from the March 13, 2018 regular board meeting.

Matt Heins seconded the motion. Motion approved unanimously.

REPORTS

Staff Reports

Jennifer Bond is on vacation and emailed a summary of her March activities to the Board in advance of the meeting. Her notes are included in the staff report.

Meghan Adamire reported that the spring newsletter is complete and gave a summary on the annual native plant sale. She also mentioned that soil testing has increased this year and that Conservation Reserve Enhancement Program (CREP) plantings at J&G Ag, Shangri La, and Weaver are complete. She has several landowners she is working with for CREP projects for next year.

Joe Holtrop reported the aquifer recharge project that was approved during the March meeting would not be able to be installed in the areas planned due to engineers feeling the soils at the test pits are unsuitable for those projects. Joe is pursuing some alternate sites. He also informed the board that as we move west in the Dungeness basin, the benefit to the shallow aquifer declines. According to the groundwater model, the sites between McDonald Creek and Siebert Creek only contribute about 30% benefit to the shallow aquifer.

Matt moved to approve the Interlocal Agreement with Agnew Irrigation District for Aquifer Recharge near Spring Road. Don Hatler seconded. Motion approved.

More information on staff activities can be found in the March 2018 Staff Report.

NRCS Report - none

Treasurer's Report

Matt Heins moved to approve the March 2018 Treasurer's report and approve for payment electronic funds transfers and checks described as First Federal 9727 – 9752 and Sound Community Bank 261 dated March 1-31, 2018 in the amount of \$46,094.02. Ben Smith seconded the motion. Motion approved unanimously.

Announcements/Public Comment

Ruth Piccone, DOE, was asked about whether there had been a resolution to the property that had cows in Agnew Irrigation District and Bear Creek. Clallam County code enforcement was supposed to go out there, so Ruth will follow up to determine if they have done so and if not then she will request a site visit with them.

OLD BUSINESS

Sick Leave Policy Amendment -2nd 2018 revision

The sick leave policy was amended as per suggestion at the March 13, 2018 meeting to include a percentage gain over time. The policy now dictates that upon separation, an employee with 5 service years will receive 25% of accumulated unpaid sick leave in compensation. For every additional service year, another 5% is added. This gain over time work up to receiving 100% of accumulated sick leave in compensation after 20 service years. Not exceed the 640hr sick leave limitation.

Ben Smith moved to approve the changes in Section 3: Sick Leave of the Clallam Conservation District Employee Handbook as presented and amended. Don Hatler seconded the motion. Motion approved unanimously.

NEW BUSINESS

Schedule 22 Review and approval

Don Hatler moved to approve the 2017 Schedule 22 – Audit Assessment Questionnaire for submittal. Ben Smith seconded the motion. Motion approved unanimously.

Attendance at WADE Training in June

Matt Heins moved to approve attendance at the June 11-13, 2018 WADE Conference for Judy Minnoch. Ben Smith seconded the motion. Motion approved unanimously.

Intuit Primary Contact Change

Ben Smith moved to approve Judy Minnoch to be the primary contact on the Clallam Conservation District Intuit account. Don Hatler seconded the motion. Motion approved unanimously.

Cooperator and Cost-share Agreements

- Cooperator Agreement – none
- Cost-share Agreement – none

Meeting adjourned at 4:15PM.





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STAFF REPORT - March 2018

STAFF	GRANT
Joe	
General Administration	IM
Election administration	
General Outreach & Education	
Website updates - election, long range plan, education events	
Spring newsletter	
NOLT Conservation Breakfast and award	
Agricultural Technical Assistance	
TA to Monahan - Chicken Coop Road property assessment	
Barousse conservation plan	
Low Impact Development & Habitat Outreach & Education	
Natural Landscaping course prep and first class at PUD	
Low Impact Development & Habitat Technical Assistance	
Barousse conservation plan	
Dungeness Recreation Area master plan public meeting and comment	
TA to Behar - reforestation near Freshwater Bay	
Watershed/Salmon Recovery Planning	IE
Dungeness River Management Team meeting	
Puget Sound CD meeting in Edmonds	
Strait LIO NTA reviews and meeting	DOE
General Water Conservation Planning & Coordination	
Rainwater harvesting brochure	
Project Planning & Implementation	DOE
Dungeness Reservoir PSP Near Term Actions	
Ditch piping project planning	COUNTY
AQUIFER RECHARGE & STORAGE	
Aquifer recharge project planning	
Grant quarterly reports	COUNTY
NOLT Conservation Breakfast and award	
JENNIFER	
GRANT	
Agricultural Technical Assistance	IM
Farm planning - River Run Farm	
Site visit - Old Olympic Highway (horse farm)	
Planning/site visit - Sequim High School cistern project	
Soil testing assistance provided to 4 landowners	
Low Impact Development & Habitat Outreach & Education	RCPP
Plant Sale - Order pick up and extra plant sales	
General Outreach & Planning	CREP
Site visit and planning - River Run Farm	
Project Implementation	PIC
On-site project coordination for Shangri-La, J&G plantings	
Pollution Identification	
Site visit & project mgmt - Brenda Rupel OSS cost share project	

MEGHAN	GRANT
General Outreach & Education	IM
Spring newsletter and mailing list updates	
Agricultural Outreach & Education	
Agricultural Technical Assistance	
Site visit to Olstead Lane horse property - pasture mngt, installed heavy use area	
TA to llama owner on Mt. Angeles - pasture seeding, parasite control	
Site visit to cattle farm on Fat Cat Lane - pasture mngt, fertility, predator control	
Site visit to Weaver Farm - pasture management, fertility	
Low Impact Development & Habitat Outreach & Education	
Low Impact Development & Habitat Technical Assistance	
Plant sale pick-up day and wrap-up	
Soil testing - 23 landowners submitted soil samples	
Watershed/Salmon Recovery Planning	
NPCLE meeting	
NOPLC site visit to Weaver's - gave presentation on CREP	
Project Implementation	CREP
J&G Ag planting complete (2,076 plants, 4.15 acres, 1,430' on Lotzgesell Ck.)	
Weaver planting complete, still installing protectors (4,910 plants, 12.28 acres, 2,970' on Elwha)	
Shangri La planting complete (1,300 plants, 2.65 acres, 1,827' on Lotzgesell Ck. and wetland)	
Conversation with Linda Melon regarding Sadilek reenrollment in CREP	
Outreach to Tumwater Creek landowner on CREP hedgerow program	
Planning for B&T Cattle CREP buffer on Matriotti Creek	
Planning for Beach Lake CREP wetland buffer	
Project Maintenance	RCPP
Mid-contract management site visit - Brian Fairbanks	
General Outreach & Project Administration	
LIVESTOCK WATER QUALITY	
WSDA Dairy program conference call	