



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 11, 2018

MINUTES

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

Supervisors Absent:

Associate Supervisors Present: Cathy Lucero, Clallam County Noxious Weed Coordinator

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

Others Present: Alison Halpern, WSCC Puget Sound Regional Manager, Jim Knapp Clallam Noxious Weed Control; Jacob Melly & Andy Perham, Environmental Health

Presiding Officer: Joe Murray, Chair

Secretary: Judy Minnoch

Meeting called to order at 3:03PM.

Approval of Minutes

Matt Heins moved to approve the minutes from the August 14, 2018 regular board meeting.

Robert Beebe seconded the motion. Motion approved unanimously.

REPORTS

Staff Reports

See attached reports.

It was purposed for one board member to be assigned to overlook each conservation plan. This process is under trial until further policy is presented.

When the district is working directly with a board member on their project, it has also been proposed to meet and exceed expectations, including possibly creating a committee of two other supervisors to review plans and maintain transparency.

NRCS Report

No Business. Sarah Tanavasa will introduce the new NRCS District Conservationist, Kirk Sehlmeier, to Conservation District staff on October 2.

Treasurer's Report

Matt Heins moved to approve the August 2018 Treasurer's report and approve for payment electronic funds transfers and checks described as FF 9833 – 9848 dated August 1-31, 2018 in the amount of \$37,826.01.

Ben Smith seconded the motion. Motion approved unanimously.

Announcements/Public Comment

Cathy Lucero with Clallam County Noxious Weed Control, reported a follow-up of the roadside treatment plan. It is turning out to be very successful. They have treated over 190 miles of noxious weeds along County roadsides. She is also working with the County to control noxious weeds in County gravel pits.

OLD BUSINESS

Letter of Support for Dungeness Off-Channel Reservoir Proposal

Matt Heins moved to approve Joe Holtrop writing and sending a letter of support for the Dungeness Off-channel Reservoir proposal.

Ben Smith seconded. Motion approved unanimously.

Golden Sands and Dungeness OSS Repair Update

Ben Smith Moved to proceed with a 67% cost-share rate on the Athrow on-site septic repair project.

Robert Beebe seconded. Motion approved unanimously.

Ben moved to approve funding a design for Tom Johnson's on-site septic project for the main residence and one RV hook-up (renter #2), contingent that all lots are combined.

Matt seconded the motion. Motion approved unanimously.

Andy Perham with Clallam County said they will enforce decommissioning of the shop bathroom.

Dungeness Water Rule Well Metering Pilot Project Agreement with Ecology

A clause was requested to be added to the agreement for Ecology to review costs on an annual basis. Board will review again next month.

NEW BUSINESS

Letter of Support for Pierce Conservation District Puget Sound Orca Recovery Day Proposal

Matt Heins moved to approve the Letter of Support for Pierce Conservation District Puget Sound Orca Recovery Day Proposal.

Robert Beebe seconded the motion. Motion approved unanimously.

Sick Leave Policy Amendment

The sick leave policy was amended as per WA State RCW 49.46; WAC 296-128 to allow temporary employees to accrue 1 hour of sick leave for every 40 hours worked.

Ben Smith moved to approve the changes in Section 3: Sick Leave of the Clallam Conservation District Employee Handbook as presented and amended.

Matt Heins seconded the motion. Motion approved unanimously.

Meeting adjourned at 5:02PM.





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STAFF REPORT - August 2018

STAFF	GRANT	
Joe		
General Outreach & Education	IM	
Website updates		
Presentation at NRCS Tribal Relations training in Hansville		
Agricultural Technical Assistance		
Palmquist conservation plan		
Olympic Game Farm conservation plan update		
Low Impact Development & Habitat Technical Assistance		
Natural Landscaping course participant site consultation		
General Water Conservation Planning & Coordination		IE
Well metering pilot project scope of work		
Water resources programs presentation to PA Kiwanis		
Attended Realtor presentation to League of Women Voters about water resources		
Technical assistance to Taylor Cutoff Rd landowner - flooding from irrigation		
Project Planning & Implementation	SH	
Irrigation ditch flow measurements		
SPTIA Eureka Main (Boyd) project planning and design		
AR project construction inspections and project planning		
Johnson		
OSS repair planning	DOE	
Athow		
OSS repair planning	PIC	
AQUIFER RECHARGE & STORAGE		
Boyd and DOT AR project planning and design		
DID-Towne Road AR project construction inspections		
DOT AR at Blue Mountain Rd project planning	PIC	
Basin Evaluation		
Clean Water Work Group meeting	PIC	
Technical Assistance for Pollution Correction		
Olympic Game Farm conservation plan update		
JENNIFER		
GRANT		
Agricultural Technical Assistance	IM	
Monahan conservation plan (complete for now)		
Site visit & TA for a horse farm in Pt. Angeles		
Site visit & TA for a horse farm in Sequim		
Conservation plan development - Dan Orr (upper Mt. Pleasant Rd.)		
Fair display booth		
Technical assistance (irrigation water management) - Kia Armstrong	SH	
Johnson		
Project coordination	RCPP	
Athow		
Project coordination		
Phone interview by consultant working for WSCC	RCPP	
Project coordination - Eric Adolpshen (interested in applying for RCPP EQIP)		
Monthly progress report		
Pollution Identification	PIC	
Clean Water Workgroup meeting		

MEGHAN		GRANT
General Outreach & Education		IM
Fall newsletter preparation		
Agricultural Technical Assistance		
Site visit to Beth Reynolds (Indian Valley) - building a heavy use area		
Agricultural Technical Assistance Outreach & Education		CREP
Site visit to Whitten horse farm - planning for Sep 25 farm tour		
Project Implementation		
Sadilek re-enrollment plan		
Job sheets for B&T Cattle Co. riparian forest buffer & hedgerow plans		RCPP
Project Maintenance		
Site visit to Beth Reynolds regarding CREP buffers (Indian Creek)		
General Outreach & Project Administration		RCPP
Willow-Wist Farm: NRCS RMS plan complete, coorspondence with NRCS & Ryan on EQIP details		
Maple View Farm: CNMP preparation		