



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 10, 2020

MINUTES

Supervisors Present: Matt Heins, Chair; Ben Smith, Vice-Chair; Robert Beebe, Auditor; Christy Cox and Scott Chitwood

Supervisors Absent:

Associate Supervisors Present:

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

Others Present: Carolyn Wilcox, Jean Fike

Presiding Officer: Matt Heins, Chair

Secretary: Judy Minnoch

Meeting called to order at 3:02 PM.

Approval of Minutes

Christy Cox moved to approve the minutes from the regular board meeting held on February 11, 2020. Scott Chitwood seconded the motion. Motion approved unanimously.

REPORTS

Staff Reports

Meghan gave an update on two Recreation Conservation Office (RCO) grant proposals she is working on for projects in the Sitkum watershed to reduce the risk of mass wasting events. One grant is to replace a failing culvert, the other is for design of three culverts in need of replacement. She also asked if the Board wanted site visits listed on staff reports, they requested to do so.

Jen – Low bidders have been selected for both the Garner and Grunwaldt onsite septic repair projects. Waiting on the cultural resources report for the Garner project before scheduling construction. Also waiting on drier conditions at the both sites before proceeding with construction.

Joe gave an update on the SPTIA Evans Road Piping Project, which is nearly complete but has experienced budget overruns. Promising options are being considered to address funding needs. The well replacement contract with Brothers Plumbing continues to be extended on a monthly basis. We have not received a bill or updated installation list since November 2019.

NRCS Report

Treasurer's Report

Ben Smith moved to approve the February 2020 Treasurer's report and approval of payments described as checks: SB 297-298, FF 10159-10179, DD1053-1056 and electronic funds transfers dated February 1-29, 2020 in the amount of \$217,189.73.

Christy Cox seconded the motion. Motion approved unanimously.

Announcements/Public Comments

OLD BUSINESS

Approval of RCO Applicant Authorization Resolution for Sitkum FS Road Grant Proposals

Scott Chitwood moved to approve the RCO Applicant Authorization Resolution for Sitkum FS Road Grant Projects #20-1195 and #20-1278.

Ben Smith seconded the motion. Motion approved unanimously.

Approval of Evans Road Piping Project Irrigation Efficiencies Grant Amendment

Ben Smith moved to approve the Evans Road Piping Project Irrigation Efficiencies Grant Amendment.

Robert Beebe seconded the motion. Motion approved unanimously.

NEW BUSINESS

Earth Day Property Access agreement with Port of Port Angeles

Christy Cox moved to approve the property Access Agreement with Port of Port Angeles for Earth Day, pending approval by Enduris.

Ben Smith seconded the motion. Motion approved unanimously.

Executive Session called to order at 4:06 PM

Regular Meeting resumed at 5:25 PM

Personnel Actions

Ben Smith moved to give Meghan Adamire and Jennifer Bond each a one-step increase on the WA state Salary schedule effective March 1, 2020.

Christy Cox seconded the motion. Motion approved unanimously.

Meeting adjourned at 5:32 PM.

