



# Clallam Conservation District

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**Regular Board Meeting**  
Online Access via Zoom  
November 9, 2021

## MINUTES

**Supervisors Present:** Christy Cox, Chair; Bennett Smith, Vice-Chair; Carolyn Wilcox, Auditor; Matthew Heins, Lori DeLorm

**Supervisors Absent:**

**Associate Supervisors Present:** none

**Staff Present:** Kim Williams, District Manager; Meghan Adamire and Jennifer Bond, Conservation Planners; Judy Minnoch, Bookkeeper/Administrative Assistant

**Others Present:** Jean Fike, SCC Regional Manager, Alan Chapman, Whatcom Conservation District Supervisor and NW Area Director for WACD; Anne Baxter, Water Quality Specialist with Dept. of Ecology; Susannah Spock, Futurewise Livable Communities Project manager, Ingrid Carmean, community member; Anita McMillan, WDFW

**Presiding Officer:** Christy Cox, Chair

**Secretary:** Judy Minnoch

**Meeting called to order at 3:00PM.**

### **Public Comment:**

Ingrid Carmean purposed planting native pollinator plants that would benefit the Western Bumblebee along the new Dungeness bluff after they move the road. The Western Bumblebee population is in a fast decline. She would be glad to work with us on this as well. Matt mentioned to possibly include the ESA listed Taylor's checkerspot butterfly.

### **Approval of Minutes**

Ben Smith moved to approve the minutes from the October 12, 2021, regular board meeting.  
Matt Heins seconded the motion. Motion approved unanimously.

Ben Smith moved to approve the minutes from the November 3, 2021, special board meeting.  
Carolyn Wilcox seconded the motion. Motion approved unanimously.

## **REPORTS**

### **District**

Kim – Focused on District Business and budgets for the month of Oct. Participated in ORD and led Native Plant Landscaping walks. Brought forth a new format for activity reports on smartsheets. Concentrated on the supervisor policies to bring a polished draft to the supervisors.

Meghan – Shared a PowerPoint presentation on the accomplishments, as well as the partnerships formed, during Orca Recovery Week. 128 people participated in three educational events, 71 volunteers participated in two volunteer planting events on the Elwha River and Sol Duc River to plant 2,600 trees, and 24 volunteers removed 5,900 pounds of debris from Indian Creek.

Jennifer – Continued providing farm planning and technical assistance. Three referrals from the PIC segmented sampling, but no eligible OSS cost share referrals to date. Conducted site visit conducted with one PIC referral, who would like assistance for controlling invasive ivy in the riparian buffer along Matriotti Creek.

#### **NRCS**

None.

#### **Commission Reports**

Jean Fike has been dedicating her time recently to the WACD meetings and preparation for the annual meeting.

#### **WACD**

Alan Chapman reports that meetings are going on with the legislature will be recorded. All resolutions were reviewed with only one that was rejected and won't be moving on. An email will be coming out soon requesting numbers for in person attendance. Main focus is currently on the annual meeting.

#### **Supervisors**

#### **Treasurer's Report**

Ben Smith moved to approve the October 2021 Treasurer's report and approval of payments described as checks: FF104128-10431 and 10433-10443 and electronic fund transfers dated October 1-31, 2021 in the amount of \$208,341.45. Carolyn Wilcox seconded the motion. Motion approved unanimously.

#### **OLD BUSINESS**

#### **Board policies, Values, mission statement review and discussion**

The board started edits and will be working with Kim individually to continue edits.

#### **NEW BUSINESS**

#### **Shellfish Addendum**

Ben Smith moved to approve the Shellfish addendum as presented.  
Carolyn Wilcox seconded the motion. Motion approved unanimously.

#### **Revise elections committee**

The Board determined an Elections Committee is not necessary this year since a good framework was created during last year's election. Supervisors will help or support as needed.

#### **Holiday Policy**

Matt Heins moved to approve the revised Holiday Policy as presented with subtraction of the 1 personal holiday and addition of Juneteenth.  
Carolyn Wilcox seconded the motion. Motion approved unanimously.

#### **Long Term Care -WA**

Matt Heins moved to approve for Clallam Conservation District to pay the required Long Term Care – WA on behalf of the employee.  
Carolyn Wilcox seconded the motion. Motion approved unanimously.

#### **Associate Supervisor**

Ben Smith moved to approve for Susannah Spock to become an Associate Board Supervisor.  
Carolyn Wilcox seconded the motion. Motion approved unanimously.

**Meeting adjourned at 5:15 PM.**

