



Clallam Conservation District

228 W. First Street, Suite H Port Angeles, WA 98362 www.clallamcd.org 360-775-3747 Fax: 360-775-3749

Regular Board Meeting
3:00PM, Tuesday, September 12, 2023
Armory Square, OlyCAP Conference Room in person and via Zoom
228 W. First St., Ste. G, Port Angeles, WA

MINUTES

Supervisors Present: Christy Cox, Chair; Wendy Rae Johnson, Auditor; Lori DeLorm, Ben Smith,

Supervisors Absent: Nicole Rasmussen, Vice-Chair

Associate Supervisors Present:

Staff Present: Kim Williams, District Manager; Meghan Adamire, Conservation Planner; Jennifer Bond, Conservation Planner; Kevin Merrigan, Salmon Riparian Field Technician; Jayne Bloomberg, Office Administrator

Others Present: Aaron Oman, NRCS Soil Conservationist; Joe Holtrop, Jefferson County Conservation District Manager; Dave Edwards, Whidbey Island CD Board Chair; Ryan Baye, WACD; Alan Chapman, WACD Board Member; Dave Vliet, Kitsap CD

Virginia Shogren, Brenda Jennings, Peter and Christine Roberts, Beth Geiger, Kristine Hinkle, Judy Larson, Don Dashiell, Jim Steeby, Rober White, Tom Moore, Nash Sequim Gazette

Presiding Officer: Christy Cox, Chair

Secretary: Jayne Bloomberg

Meeting called to order at 3:00 PM.

Public Comment

Virginia Shogren, commented regarding the SPTIA project. Brenda Jennings, commented regarding the SPTIA project. Christine Roberts commented regarding the SPTIA project. Peter Roberts, commented regarding the SPTIA project. Judy Larsen commented regarding the SPTIA project. Rob White, commented regarding the SPTIA project.

Approval of Minutes

Ben Smith moved to approve the minutes from August 08, 2023, Regular Board Meeting.

Wendy Rae Johnson seconded the motion. The motion was approved unanimously.

Ben Smith moved to approve the minutes from August 22, 2023, Special Board Meeting.

Wendy Rae Johnson seconded the motion. The motion was approved unanimously.

REPORTS

District

Kim Williams – Referred to her monthly activities report. It has been decided that the WACD NW Area meeting will be on October 4th and will be held at the OlyCap suite G conference room, via hybrid, due to limited space. Everyone will be requested to RSVP.

Jennifer Bond – Referred to her monthly activities report. She reported that the district had an informational booth at the Clallam County Fair and the Pollution Identification and Correction (PIC) open house. The manure spreader has been purchased with the Sustainable Farms and Fields funding and is being shipped to Angeles Millworks.

Kevin Merrigan – Referred to his monthly activities report. He and Kim did a training with Charlie, the rep for Metron-Farnier, LLC and learned how to handle and install the well metering registers. He is using Waterscope to monitor leaks for the program and notified a client who was leaking over 2M gallons annually.

Meghan Adamire – Referred to her monthly activities report. She reported our online store is open for large native plant sale orders, and smaller orders will be accepted starting November 1. A suggestion was made to investigate selling plant protectors during our sale this year. Orca Recovery Day is October 14 this year. We will have a booth set up at Forever StreamFest and are planning a month of volunteer activities and educational events following the official Orca Recovery Day. She also mentioned a budget is being created for the NOAA grant Wild Salmon Center is applying for to partner with us on design and implementation of up to eleven fish passage barrier correction projects in the Forks area over a three year period from 2025 to 2027.

Jayne Bloomberg – Commented on all the training and onboarding with the staff and is certified notary public through 2026.

Discussion– Kim reported that there have been public records requests regarding the SPTIA piping project. Documents are in the process of being produced. Hard copies will be available for public viewing in the local public library and they will be digitized at our expense. Joe will be working on one of the public records requests and stated that it may take several weeks to complete. A hard timeline will be provided to Kim and the Board. A question was brought up about the dead trees that may come about from the piping. Joe responded by saying that they do an assessment of the trees that may be damaged or die from the piping projects. The trees in the easement that die are the responsibility of the irrigation district, and outside that easement, the trees that die, are the responsibility of the landowner. Christy suggested obtaining legal representation for the district, and that the expense would come out of the reserves. A special meeting will be called once a list of attorneys is compiled. Joe will also write up an article on the project that may go onto the website.

Supervisor Reports – No reports given.

WACD Report – Ryan Baye reported that Heather Went was hired as the third WACD director and is based in Eastern Washington. Ryan will provide Kim with information next week on a legal firm that they have used.

NRCS Report – Aaron Omen reported he is still the sole employee for NRCS in Clallam County but mentioned that may change in the future as NRCS plans to add another person to the Port Angeles field office. He mentioned EQIP applications are due October 20th.

WSCC Report – No one was present from WSCC, but Ryan Baye gave a report for them stating SCC has a meeting next week. On the agenda is the progress on hiring for the executive director position, as well as an update on the status of CREP. There has been a cancellation of a few hundred CREP contracts in Whatcom County, and a statewide review of contracts is currently happening as well.

WWT Report – Kim stated that Stephanie Robinson is no longer with WWT.

Treasurer's Report

Ben Smith moved to approve the August 2023 Treasurer's report and approval of payments.

Wendy Rae Johnson seconded the motion. The motion was approved unanimously.

NEW BUSINESS

WACD NW Area Director position

After discussion with questions from the board and answers from David Vliet, Christy called for a vote to approve David Vliet as WACD NW Area Director.

Wendy Rae Johnson moved to approve David Vliet as WACD NW Area Director position.
Dave Edwards seconded the motion. The motion was approved unanimously.

Public Comment Policy – revision

Wendy Rae Johnson moved to approve the Public Comment Policy revision as amended.
Ben Smith seconded the motion. The motion was approved unanimously.

Lease Agreement with Angeles Millworks for Equipment Share Program

Ben Smith moved to approve the agreement with Angeles Millworks for commercial lease of a manure spreader for the equipment share program.
Wendy Rae Johnson seconded the motion. The motion was approved unanimously.

Cover crop seed pilot program

Wendy Rae Johnson moved to approve the cover crop seed pilot program as amended.
Ben Smith seconded the motion. The motion was approved unanimously.

Interlocal Agreement with King, Snohomish, and Pierce CDs for professional engineering services

Ben Smith moved to approve the interlocal agreement with King, Snohomish, and Pierce CDs for professional engineering services.
Wendy Rae Johnson seconded the motion. The motion was approved unanimously.

The following 3 addendums and the NRI projects, were slated with one vote:

- **SCC Shellfish (SH) Addendum**
- **SCC Livestock (LT) Addendum**
- **SCC Salmon Recovery Funding (SRF) Addendum**
- **SCC Natural Resources Investments (NRI) projects**

Ben Smith moved to approve the SCC Shellfish (SH) addendum; the SCC Livestock (LT) addendum; the SCC Salmon Recovery Funding (SRF) addendum, and the SCC Natural Resources Investments (NRI) projects.
Wendy Rae Johnson seconded the motion. The motion was approved unanimously.

Agreements for DOE OSS repair grant:

- **Cooperator Agreement with client 23-007**
- **Cost Share Agreement with client 23-007**

Ben Smith moved to approve the cooperator agreement with client 23-007.
Wendy Rae Johnson seconded the motion. The motion was approved unanimously.

Ben Smith moved to approve the cost share agreement with client 23-007 to cover 100% of the engineering costs and up to 75% of the installation costs not to exceed a total District share of \$24,000.
Wendy Rae Johnson seconded the motion. The motion was approved unanimously.

OLD BUSINESS

There was none.

Meeting adjourned at 5:20 PM.



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Acronyms

1	AFO / CAFO	Animal Feed Operation / Concentrated Animal Feeding Operation	39	NOSC	North Olympic Salmon Coalition
2	Ag/GMA	Agriculture / Growth Management Act	40	NPCLE	North Pacific Coast Lead Entity
3	BARS	Budget, Accounting and Reporting System	41	NPS	National Park Service
4	BMPs	Best Management Practices	42	NRCS	Natural Resource Conservation Services
5	BOCC	Board of County Commissioners	43	NRI	Natural Resources Investment
6	CAO	Critical Areas Ordinance	44	OlyCAP	Olympic Community Action Program
7	CASP	Critical Areas Stewardship Plan	45	OSS	Onsite Septic System
8	CCD	Clallam Conservation District	46	PFM	Pacific Forest Management
9	CREP	Conservation Reserve Enhancement Program	47	PIC	Pollution and Identification Control
10	CY/FY	Calendar Year/Fiscal Year	48	PSCD Caucus	Puget Sound Conservation Caucus
11	DEI	Diversity, Equity, and Inclusion	49	RCO	Recreation and Conservation Office
12	DIP	District Implemented Project	50	RFP	Request for Proposal
13	DNR	Department of Natural Resources		SPTIA	Sequim Prairie Tri Irrigation Association
14	DOE	Department of Ecology	51	SAO	State Auditor's Office
15	DOH NTA	Department of Health, Near Term Action	52	SMP	Shoreline Management Plan
16	DOT	Department of Transportation	53	SRF	Salmon Recovery Funding
17	EIS	Environmental Impact Statement	54	SRFB	Salmon Recovery Funding Board
18	EPA	Environmental Protection Agency	55	TA	Technical Assistance
19	EQIP	Environmental Quality Incentive Program	56	TSP	Technical Service Provider (with NRCS)
20	ERTS	Environmental Report Tracking System (DOE)	57	USDA	United States Department of Agriculture
21	FFFPP	Family Forest Fish Passage Program	58	VSP	Voluntary Stewardship Program
22	FSA CED	Farm Service Agency, County Executive Director	59	WACD	Washington Association of Conservation Districts
23	FSA COC	Farm Service Agency, County Office Committee	60	WACD PMC	Washington Association of Conservation Districts Plant Materials Center
24	IE	Irrigation Efficiencies	61	WADE	Washington Association of District Employees
25	IEGP	Irrigation Efficiencies Grant Program	62	WCC Crew	Washington Conservation Corps Crew
26	IGDO	Intra Gravel Dissolved Oxygen	63	WDFW	Washington Department of Fish and Wildlife
27	IM	Implementation	64	WHIP	Wildlife Habitat Incentive Program
28	JSKT	Jamestown S'Klallam Tribe	65	WRP	Wetland Reserve Program
29	LEKT	Lower Elwha Klallam Tribe	66	WRIA	Watershed Resource Inventory Area
30	LID & Habitat TA	Low Impact Development and Habitat Technical Assistance	67	WSC	Wild Salmon Center
31	MOA/MOU	Memo of Agreement/Memo of Understanding	68	WSU	Washington State University
32	MRSC	Municipal Research and Services Center of Washington	69	WWT	Washington Water Trust
33	MST	Microbial Source Tracking			
34	NACD	National Association of Conservation Districts			
35	NFWF	National Fish and Wildlife Foundation			
36	NOLT	North Olympic Land Trust			
37	NOPR C&D	North Olympic Peninsula Resource, Conservation and Development			
38	NOPL	North Olympic Peninsula Lead Entity for Salmon			