



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 13, 2016

MINUTES

Supervisors Present: Robert Beebe, Don Hatler, Matt Heins, Joe Murray

Supervisors Absent: Ben Smith

Associate Supervisors Present:

Staff Present: Joe Holtrop, Executive Director; Meghan Adamire, Jennifer Bond, Conservation Planners; Beth Loveridge, Administrative Asst.

Others Present: Janis Legacy, landowner

Presiding Officer: Joe Murray

Secretary: Beth Loveridge

Meeting called to order at 3:06 PM

APPROVAL OF MINUTES

Matt Heins moved to approve the minutes from the August 9, 2016 regular board meeting.

Don Hatler seconded. Motion approved unanimously.

REPORTS

Staff Reports

Meghan Adamire – Meghan reported that a WCC crew member job shadowed her on CREP site visits this month. Meghan also had several technical assistance site visits and work has begun on the FFFPP-Adams bridge project.

Jennifer Bond – Jennifer reported that she and Clallam County Environmental Health have been preparing for a PIC Open House on October 5th. Jennifer also reported that the CCD display booth that she set up at the County Fair saw good traffic. Jennifer also wrapped up PIC site visits in Golden Sands this month and she has two Golden Sands property owners that are interested in cost-share for septic repairs.

Joe Holtrop – Joe reported that he attended the Floodplains by Design workshop and awards celebration where the Dungeness Floodplains by Design projects and the Puget Sound Conservation Districts caucus received awards.

More activities for the month can be found in the attached Conservation District Staff Report.

NRCS Report - None

Treasurer's Report

Matt Heins moved to approve the August 2016 Treasurer's report and approve for payment electronic funds transfers and checks described as FF 9246 – 9277 and SCB 247 dated August 1-31, 2016 in the amount of \$96,359.93. Don Hatler seconded. Motion approved unanimously.

Announcements/Public Comment

None.

OLD BUSINESS

Interlocal Agreement with Sequim School District for Rainwater Harvesting Demonstration Project

Matt Heins moved to approve the Interlocal Agreement with the Sequim School District for a rainwater harvesting demonstration project, as amended. Robert Beebe seconded. Motion approved unanimously.

Interlocal Agreement with Walla Walla County Conservation District

Matt Heins moved to approve an Interlocal Agreement with Walla Walla County Conservation District for engineering services. Don Hatler seconded. Motion approved unanimously.

Golden Sands Community OSS Feasibility Assessment

The purpose of this agreement is to describe the scope of work and compensation for completing a feasibility assessment for a community onsite septic system in the Golden Sands neighborhood.

Golden Sands property owner, Janis Legacy, stated that she doubted that the community would agree to utilizing common community lots in Golden Sands for septic systems and that she is not interested in participating in a community system because she does not trust that other community members would maintain the septic system adequately.

Matt Heins moved to approve the Golden Sands OSS Feasibility Assessment Project Scope and Fee Agreement between Clallam Conservation District and Michael Deeney, of Creative Design Solutions, Inc. Robert Beebe seconded. Motion approved unanimously.

Compensation for Housing Regional Engineer

Joe Holtrop informed the Board that we could request compensation for housing the Snohomish Conservation District employee and Engineering Cluster engineer, Kelly Cahill. Given that the actual cost of housing Kelly is minimal and that the District will benefit from having more access to Kelly, Joe recommended that we not request compensation. Board consensus was in agreement that the District not request compensation.

Rates and Charges Update

Joe Murray reported that he spoke with Clallam County Commissioner, Bill Peach, regarding the District's consideration of pursuing Rates and Charges. Commissioner Peach informed Joe that, in general, he is not in favor of taxes, but he did not say that he wouldn't support it and that he would speak with County Administrator Jim Jones about it. Commissioner Peach also suggested that the District make a presentation at one of the County work sessions. Board consensus is to continue preparing for Rates and Charges with a goal of being ready by next summer. Joe Holtrop will also follow up with Jim Jones and the Jefferson County Conservation District manager, as JCCD is also planning to pursue Rates and Charges.

NEW BUSINESS

Mason Conservation District Request to Join NW Area Association

Don Hatler moved to approve Mason Conservation District's request to join the NW Area Association. Matt Heins seconded. Motion approved unanimously.

Puget Sound Conservation Districts Capacity Grant Participation Agreement

Matt Heins moved to approve the Puget Sound Conservation Districts Capacity Grant Participation Agreement. Robert Beebe seconded. Motion approved unanimously.

Appointment of Kurt Grinnell as Associate Supervisor

Matt Heins moved to appoint Kurt Grinnell as Associate Supervisor. Don Hatler seconded. Motion approved unanimously.

NW Area Meeting Attendance (added item)

The WACD NW Area meeting will be in Puyallup on October 11th. This conflicts with the monthly Board meeting, so no one from the District will attend.

Cooperator & Cost-share Agreements

Matt Heins moved to approve a Cooperator Agreement with Janis S. Legacy. Don Hatler seconded. Motion approved unanimously.

Don Hatler moved to approve a Cost-share Agreement for onsite septic system repair with Janis S. Legacy for the cost of permits up to 75% of construction costs, not to exceed \$14,500.00, provided that she combines her two lots into one. Robert Beebe seconded. Motion approved unanimously.

Matt Heins moved to approve a Cooperator Agreement with Brenda C. Rupel. Robert Beebe seconded. Motion approved unanimously.

The proposed cost-share agreement with cooperator Brenda C. Rupel was tabled until the October Board meeting, at which time more information on the feasibility of a community septic system at Golden Sands will be known.

Meeting adjourned at 4:55 PM


Matt Heins Vice-Chair



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STAFF REPORT - August 2016

| GRANT | ACTIVITY | EMPLOYEE |
|--------------------------------|---|---------------|
| CONSERVATION COMMISSION | IMPLEMENTATION | |
| | General Administration | |
| | Annual report to Commission | Joe |
| | General Outreach & Education | |
| | Fall Newsletter | Meg, Jen, Joe |
| | Agricultural Outreach & Education | |
| | Preparation for NOSC Citizen Action Training School presentation | Joe |
| | CCD Booth (un-staffed) - Clallam County Fair | Jen |
| | Agricultural Technical Assistance | |
| | Soils, site planning for R. Larson | Joe |
| | WSCC Small Acreage Planning conference call | Meg |
| | Site visit to Gig Kerr (Forks) - farm planning for horse and cows | Meg |
| | Planning assistance for Tim Morganroth (Agnew Creek) - cattle | Meg |
| | Low Impact Development and Habitat Outreach & Education | |
| | Booth at Small Forest Landowner Field Day in Blyn | Meg |
| | Planning for Sequim High School's Rainwater Storage Project | Jen |
| | Low Impact Development and Habitat Technical Assistance | |
| | Dungeness Creamery drainage info to County for levee setback | Joe, Meg |
| | Watershed/Salmon Recovery Planning | |
| | Strait Ecosystem Recovery Network Technical Task Force | Joe |
| | Puget Sound CDs teleconference | Joe |
| | CREP | |
| | Week-long Riparian Planning Course in Olympia | Meg |
| | WCC crew member job shadow - site visits to McCarter, Dean, Fairbanks, Eaton, NCF | Meg |
| | Planning for Gubler CREP project | Meg |
| | Planning for Weaver CREP project | Meg |
| | IRRIGATION EFFICIENCIES | |
| | General Water Conservation Planning & Coordination | |
| | GPS work with Agnew Irrigation District | Ryan |
| | Irrigation network map preparation for County Road Department | Joe |
| | Project Planning and Implementation | |
| | DID next phase project planning, match pursuit | Joe |
| | SPTIA project next phase planning | Joe |
| | SHELLFISH | |
| | Golden Sands | |
| | Site visit - Janis Legacy (failing OSS) | Jen |
| | Site visit - Brenda Rupel (failing OSS) | Jen |
| | Planning - Golden Sands group system | Jen |
| | Septic Repairs | |
| | Saxton close-out paperwork, CPDS updates | Joe |
| | LIVESTOCK WATER QUALITY | |
| | WCC Crew member job shadow - site visit to B&T - cost-share project inspection | Meg |
| | Site visit - Kay Edmiston (farm planning) | Jen |



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|-----------------------------|--|----------|
| DOE | AQUIFER RECHARGE & STORAGE | |
| | Reservoir project planning meeting | Joe |
| | Susie's poster review | Joe |
| | FLOODPLAINS BY DESIGN | |
| | Agnew ID project implementation | Joe |
| | SPTIA project planning | Joe |
| CNTY | POLLUTION IDENTIFICATION & CORRECTION IMPLEMENTATION | |
| | Planning for PIC Public Mtg | Jen |
| | PIC Site visits with CCEH | Jen |
| FFPP | ADAMS | |
| | Site visits and coordination for upcoming construction, obtained HPA | Meg |
| PSP | SHELLFISH STRATEGIC INITIATIVE ADVISORY TEAM | |
| | NTA reviews and advisory team meeting in Tumwater | Joe |
| County General Funds | | |
| | Rates & Charges planning | Joe |