



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
December 13, 2016

MINUTES

Supervisors Present: Robert Beebe, Don Hatler, Matt Heins, Ben Smith

Supervisors Absent: Joe Murray

Associate Supervisors Present:

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

Others Present: Jim Poffel, NRCS; Shana Joy, WSCC

Presiding Officer: Don Hatler 3:03pm; Ben Smith 3:12pm

Secretary: Beth Loveridge

Meeting called to order at 3:03 PM

APPROVAL OF MINUTES

Matt Heins moved to approve the minutes from the November 8, 2016 regular board meeting.
Robert Beebe seconded. Motion approved unanimously.

REPORTS

Staff Reports

Meghan Adamire conducted site visits to two cattle farms to assist with farm planning, attended planning meetings for potential projects partnering with the Forest Service on replacement of pipes draining to the Sitkum River on the 2900 Road, and worked on planning for several CREP projects next year.

Jennifer Bond reported that the Clark and Legacy septic repairs are moving forward, weather permitting. Jen attended the Dungeness Shoreline Landowner's meeting and stated that the Jamestown S'Klallam Tribe is willing to pay for a workshop to educate professionals and other interested parties on soft shoreline options. Board consensus was that the District should be at the table, but not the lead. Jen also attended a Streamkeeper's meeting on PIC trends sampling.

Joe Holtrop reported that the Dungeness Irrigation District McComb Rd. to Levee piping project is out to bid and that the bid opening will be December 15th. Joe also reported that design work continues with the Sequim-Prairie-Tri Irrigation Association piping of their independent ditches. The aquifer recharge proposal submitted to Graysmarsh has received verbal approval. The aquifer recharge project northwest of Robin Hill Farm Park is going forward but, due to landowner concerns about well water contamination, we will maintain a 100-foot radius protected area around each well. This will reduce infiltration capacity, but the engineer thinks it will still be adequate.

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

NRCS Report

Jim Poffel reported that there is a lot of interest in high tunnel houses and that there were 8 EQIP sign-ups in Clallam County. Jim also reported that Washington NRCS received 100% of the budget requested and are planning to be hire 42 new employees statewide.

Treasurer's Report

Matt Heins moved to approve the November 2016 Treasurer's report and approve for payment electronic funds transfers and checks described as FF 9322 – 9352 and SCB 250 – 251 dated November 1-30, 2016 in the amount of \$44,591.00. Don Hatler seconded. Motion approved unanimously.

Announcements/Public Comment - None

OLD BUSINESS

Golden Sands OSS Feasibility Update

Jennifer Bond reported that Jerry Jacobs had met with her at Golden Sands and that she is still waiting on his assessment of which parcels would be good for a group system, and to identify which individual parcels he could design a "repair" for. Board discussion ensued on the need for the County to be more aggressive in encouraging, or requiring people to repair their septic systems.

OSS Cost-Sharing Program Review

Board and staff discussed issues with existing OSS Cost-Sharing Program and asked staff to present possible changes to the program at the next meeting.

NEW BUSINESS

Department of Ecology Water Quality Inspections Report

Ecology nonpoint pollution inspector Derek Rockett was scheduled to attend the meeting and introduce a new assistant but had to postpone.

Draft Annual Plan of Work for 2017

Joe Holtrop asked the Board to review the draft in anticipation of approving the Annual Plan of Work for 2017 at next month's meeting.

Amended Section 125 Cafeteria Plan Approvals

Robert Beebe moved to approve the Resolution to Adopt IRC Section 125 Flexible Benefits Plan effective January 1, 2017. Don Hatler seconded. Motion approved unanimously.

Robert Beebe moved to approve the Amendment Adding Grace Period IRC Section 125 Cafeteria Plan for the Current Plan Year. Matt Heins seconded. Motion approved unanimously.

2016 Election – Set Date, Time, Place; Appoint Election Supervisor

Don Hatler moved to approve Election Resolution 2016-12-01 setting the election date for March 14, 2017 from 3:00pm to 7:00pm at the Armory Square Office Building, 228 W. First St., Ste. H, Port Angeles, WA and appointing Beth Loveridge as Election Supervisor. Matt Heins seconded. Motion approved unanimously.

PEBB Employer Group Interlocal Agreement Renewal

Matt Heins moved to approve the PEBB Group Interlocal Agreement. Robert Beebe seconded. Motion approved unanimously.

Cooperator & Cost-share Agreements

None

Executive Session for Employee Performance Review

Session began at 4:55 pm. Regular session resumed at 5:09 pm.

Don Hatler moved to give Beth Loveridge a step increase. Robert Beebe seconded. Motion approved unanimously.

Meeting adjourned at 5:10 PM





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STAFF REPORT - November 2016

GRANT	ACTIVITY	EMPLOYEE
CONSERVATION COMMISSION	IMPLEMENTATION	
	General Administration	
	Commission accountability program survey	Joe
	General Outreach & Education	
	Winter newsletter	All
	Agricultural Outreach & Education	
	Ag Round Table meeting	Joe, Jen
	Ag Plastics Recycling event	
	Agricultural Technical Assistance	
	Site visit & planning for rainwater collection system - Sequim HS Ag Building	Jen, Kelly
	Technical assistance (HUAP tech guide) - 1 horseowner, Blue Mtn. Rd.	Jen
	Site visit to cattle farm (Dry Creek area) - farm planning	Meg
	Site visit to cattle farm (Hooker Road) - farm planning	Meg
	Low Impact Development and Habitat Outreach & Education	
	Bare-root plant presentation prep	Joe
	Assistance to City of PA - plant selection for Home Show	Meg
	Low Impact Development and Habitat Technical Assistance	
	Native plant demonstration garden planning assistance to Master Gardeners	Joe
	Firewise home assessment for Farinelli and Howard	Joe
	Plant sale technical assistance	All
	Watershed/Salmon Recovery Planning	
	Puget Sound CD conference call	Joe
	Firewise training in Skagit County	Joe
	NPCLE meeting	Meg
	NOPL meeting	Meg
	Sitkum pipe replacement meeting	Meg
	CREP	
	Planning for Adams hedgerow planting	Meg
	Planning for NOLT Pysht wetland planting	Meg
	Planning for Weaver riparian forest buffer planting	Meg
	Wrap up of NOLT Lyre planting	Meg
	IRRIGATION EFFICIENCIES	
	Project Planning and Implementation	
	DID next phase project planning and design	Joe
	SPTIA project next phase planning and design	Joe
	SHELLFISH	
	Golden Sands	
	OSS cost sharing program review and meeting	Jen, Joe
	Site visit with Jerry Jacobs - Group system options	Jen
	Planning for group system (well locations, parcel inventory)	Jen
Septic Repairs		
OSS cost sharing program review and meeting	Jen, Joe	
OSS site visit & planning for Gary Clark	Jen	
OSS site visit & planning for Janis Legacy	Jen, Joe	



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	LIVESTOCK WATER QUALITY	
	Outreach to Willow-Wist - funding opportunities	Meg
	Assistance to Forsberg Farm - grazing plan for cattle	Meg
DOE	AQUIFER RECHARGE & STORAGE	
	AID aquifer recharge project planning	Joe
	SPTIA-Independent laterals aquifer recharge project planning	Joe
	Reservoir work group meeting	Joe
CNTY	POLLUTION IDENTIFICATION & CORRECTION IMPLEMENTATION	
	Dungeness Shoreline Landowner's Meeting - Jamestown S'Klallam Tribe	Jen
	Attended Streamkeepers Annual Meeting - PIC Trends Sampling	Jen
FFPI	ADAMS	
	County General Funds	
	Board of County Commissioners meeting - CAO changes	Meg
	WACD annual meeting in Blaine	Joe
JCCD	Horse and Livestock Assistance	
	Coordinating for farm visits in January	