



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 14, 2017

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:

Presiding Officer: Ben Smith

Secretary: Beth Loveridge

Meeting called to order at 3:01 PM

APPROVAL OF MINUTES

Matt Heins moved to approve the minutes from the February 14, 2017 regular board meeting.
Don Hatler seconded. Motion approved unanimously.

REPORTS

Staff Reports

Meghan Adamire reported that this year's plant sale netted \$1,086 from the sale of a record 20,355 plants.

Jennifer Bond updated the Board on the status of several septic projects at Golden Sands.

Joe Holtrop reported that the DID Pipeline project is nearly complete and running a couple of weeks ahead of schedule, and the Sequim Prairie-Tri Independent Pipeline Project is out to bid.

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

NRCS Report

In a submitted written report, Jim Poffel said he estimates he will have six to eight new contracts that will be funded for 2017 EQIP, and he will be retiring April 28, 2017.

Treasurer's Report

Matt Heins moved to approve the February 2017 Treasurer's report and approve for payment electronic funds transfers and checks described as FF 9410 – 9436 dated February 1-28, 2017 in the amount of \$122,953.95.
Robert Beebe seconded. Motion approved unanimously.

Announcements/Public Comment

Matt Heins announced that he invited Peter Murchie from the EPA for a tour of the lower Dungeness and Three Crabs area prior to the Strait Ecosystem Recovery Network meeting on Friday.

OLD BUSINESS

Proposed OSS Cost Sharing Program Changes

Changes to the program were discussed, and the Board agreed that the draft OSS Cost-Share policy should be shared with stakeholders for feedback.

Approval for Purchase of Cistern for Sequim High School

The cost of the cistern for the Sequim HS roof runoff collection demonstration project costs over \$1000, so board approval of the purchase is required.

Matt Heins moved to approve the purchase of a cistern for the Sequim High School at a cost of \$1200. Robert Beebe seconded. Motion approved unanimously.

Dungeness Irrigation District Project Update

Tapani, Inc. completed pipeline installation on Dungeness Irrigation District McComb Road to Levee on March 2nd, well ahead of schedule. Additional work remains to be done, including installation of a pressure reducing station and a bubbler screen at the pipeline inlet. Joe Holtrop noted that Tapani has been great to work with.

NEW BUSINESS

WAVE Broadband Service Agreement Approval

Beth Loveridge stated that Kelly Cahill has been having problems with some of his engineering software programs and thought it might have to do with our internet speed. Beth thought that we'd just increase speed with the District's current provider, WAVE Broadband, but they required entering into a two-year service agreement. CenturyLink has submitted a quote for month-to-month that is actually slightly less expensive than our current internet costs and, based on that, the Board recommends going with CenturyLink. However, further research is required to discover whether upload speeds are causing the problem, in which case neither company can offer greater speeds than we already have.

Executive Session for Annual Employee Performance Reviews

Session began at 4:55 PM. Regular session resumed at 5:08 PM.

Matt Heins moved to give Meghan Adamire a step increase. Don Hatler seconded. Motion approved unanimously.

Matt Heins moved to give Jennifer Bond a step increase. Don Hatler seconded. Motion approved unanimously.

Meeting adjourned at 5:11 PM



Two handwritten signatures in blue ink are visible at the bottom of the page. The signature on the left is partially obscured and appears to be 'J. Heins'. The signature on the right is 'Don Hatler'.



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STAFF REPORT - February 2017

GRANT	ACTIVITY	EMPLOYEE
CONSERVATION COMMISSION	IMPLEMENTATION	
	General Administration	
	General Outreach & Education	
	Agricultural Outreach & Education	
	Pasture fertility presentation to Back Country Horsemen (23 participants)	Meg
	Agricultural Technical Assistance	
	Puget Sound RCPP grant proposal preparation	Jen, Meg, Joe
	CPDS Webinar	Jen, Meg
	Site visit to Willow Wist Farm with NRCS	Meg
	Technical assistance to Tracey Kelles - hay testing, poisonous plants	Meg
	Technical assistance to River Run Farm (manure mngt.)	Meg
	Technical assistance to Anna Albright - pasture renovation	Jen
	Technical assistance to Elwha farm (exclusion fencing setbacks)	Meg
	Technical assistance to Agnew farm (building HUAP for donkeys)	Meg
	Low Impact Development and Habitat Outreach & Education	
	Soil fertility presentation to Master Gardeners (28 participants)	Meg
	Low Impact Development and Habitat Technical Assistance	
	Plant Sale coordination & technical assistance	All
	Watershed/Salmon Recovery Planning	
	Dungeness River Management Team meeting	Joe
	NPCLE meeting	Meg
	SRFB proposal for Sitkum culvert replacement project with Forest Service	Meg
	CREP	
	CREP plan completed & planning for 2017 planting for Adams hedgerow (Tumwater Ck)	Meg
	CREP plan completed & planning for 2017 planting for NOLT wetland (Pysht River)	Meg
	Planning for Weaver riparian forest buffer (Elwha River)	Meg
	Planning for J & G Ag riparian forest buffer (Lotzgesell Creek)	Meg
	IRRIGATION EFFICIENCIES	
	General Water Conservation Planning & Coordination	
	Project Planning and Implementation	
	DID McComb-Levee project implementation	Joe
	SPTIA Independent project planning and design	Joe
	SHELLFISH	
Golden Sands		
Project coordination/site visit - Cindy Williams (260 Golden Sands Blvd) cost share application	Jen	
Project coordination/site visit - Brenda Rupel	Jen	
Project coordination/site visits -Janis Legacy OSS cost-share project (in progress)	Jen	
Project coordination - Bailey (20 Golden Sands) cost-share applicaton	Jen	
OSS cost sharing policy revisions	Jen, Joe	



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GRANT	ACTIVITY	EMPLOYEE
DOE	AQUIFER RECHARGE & STORAGE	
	AID aquifer recharge project planning	Joe
COUNTY	POLLUTION IDENTIFICATION & CORRECTION IMPLEMENTATION	
	PIC monitoring meeting	Jen, Joe
FFFP	ADAMS	
County General Funds		
	RCCP grant application preparation	Jen, Meg, Joe