



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
August 8, 2017

MINUTES

Supervisors Present: Robert Beebe, Matt Heins, Joe Murray

Supervisors Absent: Don Hatler, Ben Smith

Associate Supervisors Present:

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

Others Present:

Presiding Officer: Joe Murray

Secretary: Beth Loveridge

Meeting called to order at 3:07 PM

APPROVAL OF MINUTES

Robert Beebe moved to approve the minutes from the July 11, 2017 regular board meeting. Matt Heins seconded. Motion approved unanimously.

REPORTS

Staff Reports

Meghan Adamire reported that there is lots of CREP interest but we're unable to move forward until the state's capital budget is approved.

Joe updated the board on irrigation and aquifer recharge projects that are completed or nearing completion.

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

NRCS Report – None

Joe Holtrop reported that it looks like the chances of replacing former Resource Conservationist, Jim Poffel, are very low at this time.

Treasurer's Report

Matt Heins moved to approve the July 2017 Treasurer's report and approve for payment electronic funds transfers and checks described as FF 9553 – 9572 and SCB 257 dated July 1-31, 2017 in the amount of \$41,951.66. Robert Beebe seconded. Motion approved unanimously.

Announcements/Public Comment – None

OLD BUSINESS

Approval of Service Agreement with WAVE Broadband

Matt Heins moved to approve a 24 month service agreement for high-speed internet service with WAVE Broadband. Robert Beebe seconded. Motion approved unanimously.

Amendment to Interlocal Agreement with Sequim Prairie-Tri Irrigation Association

Matt Heins moved to approve an amendment to the Interlocal Agreement with Sequim Prairie-Tri Association for Irrigation Ditch-Piping. Robert Beebe seconded. Motion approved unanimously.

NEW BUSINESS

WACD Northwest Area Representative Report – Sarah Richards

Sarah was unable to attend and postponed the visit.

Approval of Conservation Commission Irrigation Efficiencies Grant Addendum

Matt Heins moved to approve the Conservation Commission Irrigation Efficiencies Grant Addendum. Robert Beebe seconded. Motion approved unanimously.

Whatcom IT Services Fee Schedule Changes

Budget uncertainties and increased demands on the time of Whatcom Conservation District IT Administrator Andrew Phay have resulted in a new fee structure for the IT services that Andrew provides to conservation districts, which include a \$200 retainer that must be replenished when it drops below \$50 and a personnel rate of \$55/hour.

Matt Heins moved to approve the Whatcom IT Services Fee Schedule changes. Robert Beebe seconded. Motion approved unanimously.

Bookkeeping and Administrative Assistant Position Discussion

Matt Heins moved to approve advertising the job description for the Bookkeeper/Administrative Assistant at a pay scale of \$16.37 - \$24.09. Robert Beebe seconded. Motion approved unanimously.

Meeting adjourned at 4:33 PM





Clallam Conservation District

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

STAFF REPORT - July 2017

GRANT	ACTIVITY	EMPLOYEE
CONSERVATION COMMISSION	IMPLEMENTATION	
	General Administration	
	Long range plan and staff workload analyses	Joe
	General Outreach & Education	
	Summer newsletter prep	Joe, Jen, Meg
	Agricultural Outreach & Education	
	Agricultural Technical Assistance	
	Willow Wist CNMP preparation and coordination with NRCS	Meg
	Site visit to Forks area cattle farm (pasture fertility)	Meg
	Technical assistance to 2 Joyce area horse farms (farm planning, surface water issues)	Meg
	Technical assistance to 1 Three Crabs area farm (pasture seeding, soil fertility)	Meg
	Low Impact Development and Habitat Outreach & Education	
	FireWise article prep	Joe
	Low Impact Development and Habitat Technical Assistance	
	Soil test interpretation to 3 people	Meg
	Watershed/Salmon Recovery Planning	
	DRMT meeting	Joe
	Clean Water Work Group meeting	Joe, Jen
	Strait Ecosystem Recovery Network Technical Task Force meeting	Joe
	NPCLE TRG scoring meeting and LEG meeting	Meg
	MRSC Contracting Updates Webinar	Meg
	Sitkum FS Road Drainage Repair RCO grant application edits	Meg
	CREP	
	DOE EZ-1 Cultural Resources Webinar	Meg
	Robson site visit and CREP planning (Bogachiel River)	Meg
	B&T Cattle CREP planning (Matriotti Creek)	Meg
	Kitchel CREP site visit (Bogachiel River)	Meg
	Weaver CREP fence and watering facility specs (Elwha River)	Meg
	IRRIGATION EFFICIENCIES	
	Project Planning and Implementation	
Dungeness Irrigation District McComb-Levee project	Joe	
Sequim Prairie-Tri Irrigation Association Independent project	Joe	
DOE	AQUIFER RECHARGE & STORAGE	
	SPTIA aquifer recharge project	Joe
	DID McComb aquifer recharge project	Joe
	FLOODPLAINS BY DESIGN	



Clallam Conservation District

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

STAFF REPORT - July 2017

GRANT	ACTIVITY	EMPLOYEE
COUNTY	POLLUTION IDENTIFICATION & CORRECTION IMPLEMENTATION	
	PUGET SOUND CONSERVATION DISTRICTS FUNDING	
	Puget Sound CD meeting in Whatcom County	Joe
	Jan-Jun 2017 Puget Sound accomplishments report	Joe, Jen, Meg
	County General Funds	
	Presentation to County Commissioners	Joe, Jen
	Records management training in Silverdale	Joe