



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
February 9, 2016

MINUTES

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

Supervisors Absent:

Associate Supervisors Present:

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

Others Present: Jim Poffel, Sarah Tanuvasa, NRCS; Shana Joy, Conservation Commission

Presiding Officer: Joe Murray

Secretary: Beth Loveridge

Meeting called to order at 3:01 PM

APPROVAL OF MINUTES

Matt Heins moved to approve the minutes from the January 12, 2016 regular board meeting. Don Hatler seconded. Motion approved unanimously.

REPORTS

Staff Reports

Meghan Adamire reported on site visits and recent dairy inspections at Willow-Wist and Maple View farms. Meghan announced that she is working jointly with Kitsap and Jefferson conservation districts on a spring pasture workshop that will be offered in all 3 counties. She also reported on plant sale activities, noting that over 16,500 plants have been sold.

Jennifer Bond reported that there was not much activity with PIC implementation in January. Jennifer attended a Sequim High School FFA meeting where discussed writing farm plans with the parents of two of the families that have livestock at the FFA farm. She will continue to try and reach out to the other FFA families.

Joe Holtrop reported that the Hendrickson to McComb Rd. piping project is nearly complete and that he has been very impressed with the contractor – Strider Construction Co., Inc. Joe also reported that the facilitator working with Agnew Irrigation District and the Jamestown S’Klallam Tribe on the McDonald Creek irrigation diversion project has indicated that efforts will be limited to working on improving the fish passage at the diversion dam.

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

NRCS Report

Jim introduced his new supervisor, Sarah Tanuvasa, at the beginning of the meeting (she was only able to stay for the introduction). Jim reported on current forestry contracts that he is working on.

Treasurer’s Report

Ben Smith moved to approve the January 2016 Treasurer’s report and approve for payment electronic funds transfers and checks described as FF 9064-9091 dated January 1-31, 2016 in the amount of \$167,496.35. Matt Heins seconded. Motion approved unanimously.

The Board discussed investing up to \$150,000 in Certificates of Deposit to take advantage of current promotional rates that are higher than usual. The Board generally agreed that a laddering approach would be best.

Don Hatler moved to invest \$50,000 in a 24 month Certificate of Deposit with First Federal, at a rate of 1.51%. Matt Heins seconded.

Discussion: Ben Smith felt that interest rates will keep rising and therefore would rather invest only \$25,000 at this time.

Motion approved with four ayes and one nay.

Announcements/Public Comment

OLD BUSINESS

Interlocal Agreement with Sequim Prairie-Tri Irrigation Association for Ditch Piping.

Joe distributed a draft agreement and described the project, which is scheduled for construction in the fall.

Ben Smith moved to approve the Interlocal Agreement between Clallam CD and Sequim Prairie-Tri Irrigation Association for independent M-1 ditch piping. Matt Heins seconded. Motion approved unanimously.

NACD Annual Meeting Report

Matt Heins and Joe Holtrop attended the meeting in Reno. Joe attended to give a presentation and Matt attended to represent the District at a session on tribal partnerships. Matt felt that their presence was appreciated by the Jamestown S'Klallam Tribe. Joe is planning on doing a press release to recognize the tribe's partnership with the District.

Joe informed the Board that his expenses for the trip exceeded the approved amount of \$500.

Ben Smith moved to approve up to an additional \$250 of retroactive expenses for Joe Holtrop's costs to attend the NACD Annual Meeting. Don Hatler seconded. Motion approved unanimously.

NEW BUSINESS

Cultural Resources Unanticipated Discovery Plan Approval

Joe Holtrop distributed a draft plan and procedures based on a template created by Larry Brewer of the Washington Conservation Commission. The Board reviewed and Joe made a couple of corrections.

Ben Smith moved to approve the Cultural Resources Unanticipated Discovery Plan, as amended. Matt Heins seconded. Motion approved unanimously.

Contract Cultural Resource Consultants for Cultural Resources Survey Services

Joe Holtrop stated that he sought estimates for cultural resources survey services from the Lower Elwha Tribe's cultural resources specialist and from Cultural Resource Consultants, based out of Bainbridge Island for three upcoming projects. The Jamestown S'Klallam Tribe is no longer offering these services to non-tribe entities. Joe Holtrop recommended using Cultural Resource Consultants as they offered the best price and were more responsive.

Ben Smith moved to approve a contract with Cultural Resource Consultants for Cultural Resources survey services for two upcoming irrigation projects with Agnew Irrigation District and Sequim Prairie-Tri Irrigation Association and an aquifer recharge project with Agnew Irrigation District. Matt Heins seconded. Motion approved unanimously.

Annual Interlocal Agreement with Clallam County Approval

Ben Smith moved to approve the Interlocal Agreement between Clallam CD and Clallam County for annual funding in the amount of \$26,000. Robert Beebe seconded. Motion approved unanimously.

Cooperator & Cost-share Agreements

None.

Meeting adjourned at 4:35 PM





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STAFF REPORT - January 2016

GRANT	ACTIVITY	EMPLOYEE
CONSERVATION COMMISSION	IMPLEMENTATION	
	General Administration	
	Annual plan preparation	Joe
	Annual report preparation	Joe
	General Outreach & Education	
	Agricultural Outreach & Education	
	Planning with JCCD and WSU for spring pasture workshop series	Meg
	Agricultural Technical Assistance	
	Site visit to Tom Mix (Woodcock Road) - planning for new horse facility	Meg
	Site visit to Jim and Karen Weaver (Elwha) - planning for horse and livestock facilities	Meg
	Site visit to Willow-Wist Farm - WSDA dairy inspection and TA for manure application	Meg
	Site visit to Maple View Farm - WSDA dairy inspection	Meg
	Site visit - newly purchased horse farm (Taylor Cuttoff Rd., manure management)	Jen
	Site visit - Kay Edmiston & Tom Clark (McComb Rd., farm planning)	Jen
	Site visit to newly purchased property (Sawtooth Rd., general farm planning)	Jen
	Site visit - Game Farm (fencing options)	Jen
	Cost share inspection - Cassidy Creek Ranch (fence)	Jen
	Met with Sequim H.S. Advanced Ag Students (FFA farm plan)	Jen
	Met with FFA students & parents (FFA farm)	Jen
	Low Impact Development and Habitat Outreach & Education	
	Preparation for Sustainable Landscaping presentation at NACD meeting	Joe
	Low Impact Development and Habitat Technical Assistance	
	TA for plant orders	Meg, Jen
	TA and planning for plant sale - over 135 orders & 16,500 plants sold	Meg
	Site visit to Silverking with NOSC - possible habitat project	Meg
	Watershed/Salmon Recovery Planning	
	DRMT meeting	Joe
	Puget Sound CDs meeting	Joe
	Drafted <i>Drought & Water Conservation</i> chapter of Puget Sound CDs portfolio	Joe
	NPCLC meeting	Meg
	NOPLC meeting	Meg
	CREP	
	Site visits to Jim and Karen Weaver (Elwha River) - 180' CREP buffer planning	Meg
	CREP training in Mt. Vernon	Meg
	Site visit to Matriotti landowner - enrolling in 35' CREP buffer	Meg
	Planning for Adams CREP fence and stock water	Meg
	Final FSA paperwork planning for Adams, Bergman, and NOLT Lyre CREP projects	Meg



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	IRRIGATION EFFICIENCIES	
	General Water Conservation Planning & Coordination	
	GIS data to Highland ID	Joe
	Project Planning and Implementation	
	DID Hendrickson-McComb project	Joe
	DID next phase project planning	Joe
	SPTIA Independent M-1 project planning	Joe
	River Road Reservoir project planning and PSP Action Agenda NTA preparation	Joe
	Agnew Irrigation District Barr Rd & Solmar laterals project planning	Joe
	SHELLFISH	
	Golden Sands	
DOE	AQUIFER RECHARGE & STORAGE	
	Jakeway-Carlsborg project pre-tour site visit with WWT	Joe, Meg
	Pinnell Road project planning	Joe
	McComb Road project planning	Joe
	River Road Reservoir project planning and PSP Action Agenda NTA preparation	Joe
	FLOODPLAINS BY DESIGN	
	DID Hendrickson-McComb project	Joe
McDonald Creek project meeting with facilitator	Joe	
Grant amendments	Joe	
COUNTY	POLLUTION IDENTIFICATION & CORRECTION IMPLEMENTATION	
	Land use within Meadowbrook Slough area (no farms)	Jen
FFFPI	ADAMS	
PSP	SHELLFISH STRATEGIC INITIATIVE TRANSITION TEAM	
	Shellfish SITT NTA reviews	Joe
County General Funds		
	Kitsap CD tour during Conservation Commission meeting	Joe