



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
June 14, 2016

MINUTES

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

Supervisors Absent:

Associate Supervisors Present:

Staff Present: Meghan Adamire, Jennifer Bond, Conservation Planners; Beth Loveridge, Administrative Asst.; Susie Gomez, Intern

Others Present: Fred Mitchell, Dungeness Irrigation District; Jim Poffel, NRCS; Bill Huizinga

Presiding Officer: Joe Murray

Secretary: Beth Loveridge

Meeting called to order at 3:02 PM

APPROVAL OF MINUTES

Matt Heins moved to approve the minutes from the May 10, 2016 regular board meeting. Don Hatler seconded. Motion approved unanimously.

REPORTS

Staff Reports

Meghan Adamire reported that the WSU pasture workshop that she presented at was very well attended. Meghan also gave a County Critical Area Ag Exemption workshop in Forks. The FFFPP culvert project bid was awarded to Diggin' It!

Jennifer Bond reported that she and Andy Perham from Clallam County Environmental Health began conducting site visits last week to 21 properties that the County has identified as having older septic systems, or no inspections. The County's goal is to promote their rebate program for septic inspections. Jennifer also reported on the month's site visits and a presentation on services the District provides that she gave in Forks.

Susie Gomez reported on meetings and work that she's doing on the reservoir project.

Joe Holtrop was out of town but provided a written report (attached).

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

NRCS Report

Jim Poffel reported that all four Clallam County EQIP contracts were accepted, and that they were all forestry EQIP. Jim also reported that there is \$500,000 available to western Washington in the Salmon Recovery program which can be used by tribes or private landowners.

Treasurer's Report

Matt Heins moved to approve the May 2016 Treasurer's report and approve for payment electronic funds transfers and checks described as FF 9176-9202 and SCB 245 dated May 1-31, 2016 in the amount of \$38,600.36. Don Hatler seconded. Motion approved unanimously.

Announcements/Public Comment

None

OLD BUSINESS

Dungeness Irrigation District Next Phase Piping Project Update

Joe Holtrop's written report was reviewed.

Engineering Cluster Update

Joe Holtrop's written report was reviewed.

Consulting Engineer Services Contract

Ben Smith moved to approve the three-year contract (6/1/16 – 5/31/19) with 4 Seasons Engineering to be the District's on-call resident irrigation engineer. Robert Beebe seconded. Motion approved unanimously.

Saxton OSS Repair Cost Sharing Based on Two Bids

Bill Huizinga, son-in-law of homeowner Dorothy Saxton, has only been able to get two bids for septic repair/replacement. According to Joe Holtrop's written report, this is a common problem. Bill Huizinga explained that the two bids he received were very close and came from well-respected companies. Given that the need for septic repair is critical, Bill asked the Board to waive the three bid requirement so that repair work could begin right away.

Matt Heins moved to waive the three bid requirement for the Saxton OSS Repair Cost-Share project and instruct the landowner to move forward using the two bids they received after an inability to receive a third bid. seconded. Motion approved unanimously.

Contract with Diggin' It! for Adams Culvert Replacement Bridge Project

Matt Heins moved to approve the contract with Diggin' It! at an amount of \$104,590.00 for the Adams Culvert Replacement Bridge Project, pending bond and insurance submittals. Robert Beebe seconded. Motion approved unanimously.

NEW BUSINESS

Sustainable Funding – Rates & Charges

Joe Holtrop's written report was reviewed and the Board discussed pros and cons of pursuing Rates and Charges. There was some disagreement amongst Board members, but a general consensus that the County should be approached again regarding increasing our annual funding, and also to find out if the required Rates and Charges study could feasibly be accomplished before August 1st.

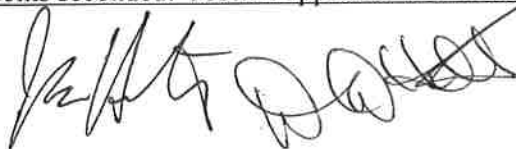
Cooperator & Cost-share Agreements

The cooperator agreement with Tim Morgenroth was tabled until next month.

Ben Smith moved to approve John Barrett and Al Moore as District cooperators. Matt Heins seconded. Motion approved unanimously.

Ben Smith moved to approve the DID Piping Projects for Quinn, Barrett, and Moore at a 100% cost-share rate and a project cost of \$50,000 each. Matt Heins seconded. Motion approved unanimously.

Meeting adjourned at 4:20 PM





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STAFF REPORT - May 2016

GRANT	ACTIVITY	EMPLOYEE
CONSERVATION COMMISSION	IMPLEMENTATION	
	General Administration	
	General Outreach & Education	
	General CCD presentation in Forks at Olympic Natural Resources Center (20 participants)	Jen
	Agricultural Outreach & Education	
	Pasture Workshop with WSU (32 participants)	Jen, Meg
	County Critical Areas Ag Exemption Workshop in Sequim (36 participants)	Joe
	County Critical Areas Ag Exemption Workshop in Forks (9 participants)	Meg
	Agricultural Technical Assistance	
	4 BMP class sessions at FFA farm (approx. 10 students per class)	Jen
	Bergman conservation plan review	Joe
	Site visit - pasture/pond management (S. Bagley Cr. Rd. area)	Jen
	Site visit to horse owners - pasture, mud, manure mgmt (Happy Valley Rd. area)	Jen
	Small acreage farm planning meeting in Lake Stevens	Meg
	Site visit to Bridget Stumbaugh - farm planning	Meg
	Swanberg site visit - pasture workshop preparation	Meg
	Low Impact Development and Habitat Outreach & Education	
	Low Impact Development and Habitat Technical Assistance	
	Natural Landscaping course follow-up site visits and TA (3)	Joe
	Watershed/Salmon Recovery Planning	
	Dungeness River Management Team meeting	Joe
	Strait ERN meeting	Joe
	NOPLC meeting - proposal scoring	Meg
	NPCLE meeting and project site visits	Meg
	Clean Water Work Group meeting	Joe
	CREP	
	County Critical Areas Ag Exemption Workshop in Sequim (36 participants)	Joe
	County Critical Areas Ag Exemption Workshop in Forks (9 participants)	Meg
	Site visit to Pysht CREP site with LEKT and NOLT - ELJs	Meg
	Bergman site visits - planting wrap-up	Meg
	Continued planning for Weaver CREP riparian buffer	Meg
	Continued planning for Eroca Evans CREP buffers	Meg
	IRRIGATION EFFICIENCIES	
	General Water Conservation Planning & Coordination	
	TA to landowner for DIG irrigation pipeline location	Joe
	Project Planning and Implementation	
	DID next phase project planning	Joe
	SPTIA project next phase planning	Joe
	SHELLFISH	
	Golden Sands	
	Septic Repairs	
	Saxton OSS repair cost-share	Joe
	LIVESTOCK WATER QUALITY	

DOE	AQUIFER RECHARGE & STORAGE	
	SRFB reservoir presentation to DRMT	Joe
	Reservoir project planning, orientation for Susie	Joe
	Pinnell Road AR project planning and test pits with engineer	Joe
	Jakeway-Carlsborg AR project inspection	Joe
	FLOODPLAINS BY DESIGN	
	McDonald Creek project planning, grant revisions	Joe
CNTY	POLLUTION IDENTIFICATION & CORRECTION IMPLEMENTATION	
	Clean Water Work Group meeting	Joe
FFPP	ADAMS	
	Site visit with Chris Brynes, WDFW	Meg
	Project out to bid, pre-bid meeting, low bidder is Diggin' It!	Meg
	County General Funds	
	County Critical Areas Ordinance Ag Exemption section review and comment	Joe, Jen, Meg
	Reserves	
JCCD	Horse and Livestock Assistance	

Clallam Conservation District

June 8, 2016

From: Joe Holtrop, Executive Director

Re: June 14, 2016 Board of Supervisors meeting

I will be attending the WADE annual training in Leavenworth June 13-15, thus will not be at the June 14 board meeting. Below is a summary of meeting agenda items and actions that need to be taken.

Agenda Items:

Staff Report

County Critical Areas Code Update – Jennifer, Ben and I met with Clallam County Department of Community Development staff Greg Ballard and Steve Gray to discuss the proposed language for the agricultural exemption to the County Critical Areas Code. The meeting went very well. The following week I gave a presentation at a workshop in Dungeness on our programs and services, our conservation planning process and common conservation practices related to the Critical Areas Code. The workshop was well attending and it went well. Two days later Meghan gave the same presentation at a workshop in Forks. We then provided substantial comments and edits on the County's proposed language, which I've been told by Greg Ballard were incorporated almost entirely. They also want to use our environmental risk self assessment worksheets.

Agnew Irrigation District Aquifer Recharge Project – Engineer Kelly Cahill conducted infiltration tests on several test pits along the proposed infiltration system route. Only one test pit resulted in very good infiltration; however, Kelly is confident that the proposed system will be able to infiltrate one cfs. The proposed system will be about 1,100 feet of buried perforated pipe in drain rock. That is almost twice the distance Kelly thinks is necessary for the infiltration if done at a half cfs rate over a two-month period. The original plan for the site could not be implemented because Sheila Roarke-Miller sold her property. About two-thirds of the project was planned for her property, which has better draining soil. The new property owners were not willing to cooperate on the project. Washington Water Trust's inability to execute an agreement with the irrigation district and Ecology last fall delayed the project. Jennifer is working with new landowners on easements and Agnew Irrigation District will do the construction.

The Jakeway-Carlsborg aquifer recharge project has been in use, although not consistently. If Dungeness River flows at the mouth fall below 475 cfs, recharge cannot occur. When in use, approximately one cfs has been going into the system. The first 250 feet of the system is a sediment basin. At the end of the sediment basin is a flume to measure flows into the rest of the system. The rest of the system consists of about 225 feet of open infiltration trench and about 2,500 feet of buried perforated pipeline. So far, about ¾ of the infiltration has been happening in the sediment basin. On June 14 I checked an observation port on the buried pipeline about one third the way down the pipeline and it had some moisture in the bottom of the pipe but no flowing water.

McDonald Creek Irrigation Diversion Project – Ecology grant manager Adam Sant informed me that the \$247,000 in unallocated funds that were originally intended to be added to our grant contract for implementation of Agnew Irrigation District system improvements associated with changes in their water diversion and delivery resulting from changes in the McDonald Creek diversion will be added to the County's grant. The County will oversee the implementation of fish passage improvements at the diversion. We had made arrangements for the Washington Department of Fish & Wildlife to design the improvements. I assume they will work out an arrangement with the County. I've requested project updates from Adam Sant and salmon recovery lead entity coordinator Cheryl Bowman for the other Floodplains by Design projects in the Dungeness. Adam said he could send quarterly reports. Cheryl did not respond to my request.

Dungeness Irrigation District Next Phase Piping Project Update

The irrigation district signed the interlocal agreement for assistance piping their main ditch from the old McComb Nursery to the Army Corps of Engineer's levee on the Dungeness River. We have \$1 million in Irrigation Efficiencies Program funding aside for this project, which requires a 15% match. On June 8 we were approved for a total of \$187,500 in Non-Shellfish

funding for three individual landowners along the ditch route. See Cooperator and Cost-Share Agreements below. Cost-share agreements will be required with the three landowners in order to get \$50,000 for each on the portions of the piping project on their respective properties. We will do assignment of payment forms with them and the selected contractor, just like we do with the irrigation district. That will allow us to make payments directly to the contractor, rather than through the landowners and the irrigation district.

Engineering Cluster Update

Regional (Cluster) engineer Kelly Cahill is moving to Port Townsend in early July. For the time being, he will continue to be a Snohomish CD employee and continue to serve the same districts (Snohomish, King, Pierce and Clallam). Snohomish asked if we could provide office space. I said we couldn't until August. I also noted that it is over an hour one-way from Port Townsend to our office. We're scheduled to have a broader discussion with Shana Joy and other districts about the future of our cluster arrangements. Everyone in our cluster wants to keep Kelly.

Consulting Engineer Services Contract

4 Seasons Engineering was only engineer to respond to solicitation for consulting engineering services, which was advertised on our website for two weeks. Need to approve three-year contract with 4 Seasons Engineering.

Saxton OSS Repair Cost Sharing Based on Two Bids

Bill Huizinga, son-in-law of homeowner Dorothy Saxton, has only been able to get two bids for septic repair/replacement. Our policy calls for a minimum of three bids. This has been an issue in the past. It is in the best interests of the cooperator to get more bids, as our 75% cost-share is based on the lowest bid. I told Bill Huizinga that the **board could waive the requirement to get three bids**. He has informed me that he will be at the meeting.

Sustainable Funding – Rates & Charges

I met with County Administrator Jim Jones on June 13 to discuss our funding situation. We have expended the budgets for two Commission grants with one month remaining in the contracts. Fortunately, new Commission grants start July 1, but we will need to accelerate spending on our County funds in order to make payroll in June. That accelerated spending will exhaust our County funds just half way through the year. We do have reserves to get us through a few months, but this deficit spending trend began a year ago and cannot continue. Jim Jones told me he talked with Commissioner Chapman and they both suggest we pursue our own stable funding – rates and charges. They recommend we do it this year while Chapman is still in office. However, we must complete a system of rates and charges based on land classifications, and hold a public meeting prior to August 1. I'm working on this to see if we can get this done. Alternatively, no County elected positions are up for election in 2017, so next year would be a politically advantageous time to pursue this, too. However, we will have a new commissioner and have no idea how that person might vote.

Cooperator and Cost-Share Agreements

We need to approve cooperator agreements with John Barrett and Al Moore (already have one with Mitchells for Quinn) and cost-share agreements with all three landowners involved with the next phase of Dungeness Irrigation District piping. Each are approved for \$50,000 of cost share from the Commission Non-Shellfish grant program, which will match Irrigation Efficiencies grant funding. **All three need to be approved for 100 percent cost sharing, as the project will be paid for by two grant sources.**