

MASON CONSERVATION DISTRICT

Board of Supervisors Meeting

March 20, 2014

The regular meeting of the Mason Conservation District Board of Supervisors was called to order by Chairman Bill Burrows at 4:00 p.m.

Board Members present: Bill Burrows, Bonnie Hall and Jason Ragan via telephone. Associate Supervisors Larry Boltz and David Mackey were also present.

Staff present: John Bolender, Evan Bauder, Gavin Glore and Terry Reynolds

Others present: Mason County resident Linda Barnett.

Debbie Riley from the Mason County Department of Public Health

Derek Rocket from the Department of Ecology

Jason Ragan arrived in person at 4:07 p.m.

Minutes: The minutes of February 20, 2014 were approved.

(M-Hall, S-Ragan, P-Unanimously)

Financial Reports: The financial report for January 1, 2014 thru January 31, 2014 including checks 15506 thru 15573 was reviewed by Board Members and approved by Board action.

(M-Burrows, S-Ragan, P-Unanimously)

The financial report for February 1, 2014 thru February 29, 2014 including checks 15574 thru 15629 was reviewed by Board Members and approved by Board action.

(M-Ragan, S-Burrows, P-Unanimously)

Old Business

Election/Appointment Update: John reported on the District's election for Board of Supervisor position held on February 22nd. An election report will be submitted to the Washington Conservation Commission for review. The Conservation Commission should ratify the election results at their monthly meeting in May.

Professional Services Contract – Engineering: John reported the District received two quotes from private engineering firms to provide professional engineering services for the DOE Flood Plains by Design grant on the Skokomish River. These quotes are favorable compared to the estimate received from the USDA Forest Service. Staff recommends the board authorize the Chair to sign a contract Cardno/Entrex.

(M-Hall, S-Burrows, P-Unanimously)

William Burrows 4/17/14

Employee Handbook: John reported the Personnel Committee met in January and prepared an initial draft.. The draft Handbook, with a few minor clarifications and edits, was forwarded to Mason Conservation District's attorney for legal review. Staff reviewed the draft. Questions from staff were responded to and suggestions incorporated. The Committee met again on March 17th to prepare final draft. Staff recommends the board adopt the Employee Handbook submitted by the Personnel Committee.

(M-Burrows, S-Hall, P-Unanimously)

DOE National Coastal Wetlands Grant: John reported the District received a National Coastal Wetlands Grant in the amount of \$980,000 dollars. The District work with DOE to finalize a contract and recommended the Board authorize the Chair's signature upon receiving the contract.

(M-Burrows, S-Ragan, P-Unanimously)

Other:

Staff Reports: Those staff members present gave brief reports on the status of various projects and activities.

MCDPH – None

NRCS Report – None

WSCC Report – None

With all business concluded, Chairman Burrows adjourned the meeting at 5:01 p.m.

Minutes Approved:

William E Burrows

Date:

4/17/14
