

MASON CONSERVATION DISTRICT

Board of Supervisors Meeting Minutes
December 21, 2017

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

Board Members present: Larry Boltz, Michael O'Day, Myron Ougendal, and Jason Ragan.

Staff present: Evan Bauder, John Bolender, and Jenifer Sliva

Others present: Julianne Gale

November 16, 2017 Meeting Minutes: The minutes were approved.
(M – O'Day, S – Boltz, Passed-Unanimously)

October 2017 Financial Report: The October financial report, including checks 18522-18549, were reviewed and approved.
(M – Boltz, S – O'Day, Passed – Unanimously)

November 2017 Financial Report: The November financial report, including checks 18550-18605, were reviewed and approved.
(M – O'Day, S – Boltz, Passed – Unanimously)

PROGRAM UPDATES

Staff in attendance provided updates of current and future projects and programs.

NEW BUSINESS

Port of Shelton Lease

Staff presented a one year lease extension for the district office. The agreement is at the same Terms, Conditions, and Pricing formulas and the previous agreement. Staff recommends the board authorize the Chair to sign the agreement.

(M – Boltz, S – Ougendal, Passed – Unanimously)

Appraisal Services Contract

Staff presented results of a request for Appraisal Services. Of the firms solicited, two firms responded with proposals within the scope and budget available to complete the work. Due to the lengthy lead time to schedule appraisals, staff recommends the board authorize the Chair to sign contracts with Appraisal Services NW and Gibbons and Riley, PLLC. This will allow the district to utilize whichever appraiser is able to respond the most timely to district requests.

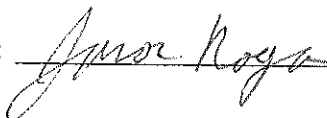
(M – O'Day; S – Boltz; P – Unanimously)

District Leave Accrual Policy

Staff informed the board of the need to comply with I-1433, regarding sick leave accrual for district employees. Staff proposes the board authorize the district to initiate leave accruals for district staff that comply with I-1433.

(M - O'Day; S – Boltz; P – Unanimously)

Minutes Approved: _____



Date: _____

2-15-18

2018 District Budget

Staff presented the 2018 District Budget for consideration. Staff provided an in-depth explanation of the approach used in determining underlying assumptions and budget development. This included programmatic funding, project funding, staff compensation and benefits, capital expenditures, and other details. Staff requested the board approved the 2018 District Budget as presented.

(M – O’Day, S – Boltz, Passed – Unanimously)

Special Meeting Request

Staff requested the board set a Special Meeting on January 12th at 4:30 PM at the district office. The purpose of the meeting is to adopt a Resolution establishing the 2018 district election.

(M – Boltz, S – Ougendal, Passed – Unanimously)

This meeting of the Mason Conservation District Board of Supervisors was adjourned by Chairman Jason Ragan at 5:23 pm.

Minutes Approved: Jason Ragan Date: 2-15-18