

MASON CONSERVATION DISTRICT  
Board of Supervisors Meeting Minutes  
December 20, 2018

The meeting of the Mason Conservation District Board of Supervisors was called to order by Larry Boltz at 4:02 pm.

Board Members present: Larry Boltz, Michael O'Day, Myron Ougendal, Mark Woytowich and Jason Ragan (arrived at 4:05 p.m.)

Staff present: Evan Bauder, John Bolender, Jenifer Sliva and Ryan Williams.

Additional Attendees: Alison Halpern WSCC and Frank Curtin USDA-NRSC

November 15, 2018: The minutes were reviewed and approved.

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

November Financial Report: Myron gave the November financial report. Check numbers 18997 through 19033 including EFT's were issued in the month for the amount of \$153,190.52. The report was approved as presented.

(M-Boltz, S – O'Day– Passed -Unanimously)

#### **PROGRAM & STAFF UPDATES**

**Introduction of New Employee:** Ryan Williams introduced himself to the Board as the new Habitat Program Lead. He comes to the District from Snohomish Conservation District with over 11 years habitat programs experience. He is currently completing the AgForestry program.

**Finance & Accounting:** Jenifer Sliva, Financial Accountant stated budget has been presented to the finance committee and that it is on the agenda for approval.

#### **Programs:**

**Habitat Program-** Evan Bauder reported that Ryan is taking on his role well. The habitat restoration crew has been working in the Skokomish Valley with funds from several new grants. They will also be working under several RCO grants in 2019.

**WSCC Report:** Alison Halpern from reported about Ron Schultz's emergency surgery and recovery. The SCC is moving forward to hire a policy assistant and a new Executive Director. She discussed the Governor's proposed budget allocated \$28.7M and \$22.1M, respectively, in the WSCC operating and capital budgets. A webinar will be provided on December 21. The next SCC tour and meeting take place on January 16-17 on Whidbey Island.

**NRSC:** Frank Curtin informed the Board that round 2 sign-up deadline was February 15 and the round 3 deadline was April 19. The Farm Bill had been passed by both the House and Senate and had just been signed by the President

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**OLD BUSINESS**

WRIA 14 Watershed Enhancement Committee – John informed the Board the District had withdrawn participation at the request of the County Commission. The District will continue to be involved with the Committee and the plan development, but not exclusively focused on agricultural issues.

**NEW BUSINESS**

**Cardo Engineering Contract Amendment-** Evan and John requested the board authorize the Chair to sign an amendment to the Cardo contract for \$148,063. This will enable the District to move with the next phase of design work for Skokomish Valley Realignment project.

(M-Boltz, S-O'Day, Passed –Unanimously)

**Assignment of Interest Letter** – John presented an assignment of interest letter that is related to a property acquisition for claims that are in process for the seller. John requested the Board authorize the Chair sign the assignment letter.

(M-Woytowich, S-Boltz, Passed –Unanimously)

**Property Acquisitions** – Evan discussed to property acquisitions that are in the Skokomish valley that will be purchased with funds from RCO grants. Evan and John requested that the Board authorize the Chair to sign the purchase and sale agreement for the two properties (42108-31-00100 & 42108-34-00050).

(M-Wotowich, S-Boltz, Passed –Unanimously)

**2019 District Budget** – Jenifer and John discussed the elements proposed in the 2019 District budget. Budget changes include conversion of employee retirement into the Washington State PERS system. Following a reduction in office supplies of \$1.00 the budget was approved as presented.

(M-O'Day, S-Boltz, Passed –Unanimously)

**Public Employees Retirement System Resolution** – Staff requested the board approve Resolutions 2018-5 to participate in the Public Employees Retirement System (PERS) plan and 2018-6 to allow District employees to participate in the employee optional Deferred compensation plan. The District will contribute the employer portion to the PERS plan for eligible employees.

(M-Woytowich, S-O'Day, Passed –Unanimously)

**Port of Shelton Lease Amendment** – Jenifer presented the lease amendment #7 for the current office lease. Staff requested the Board authorize the Chair to sign the lease amendment.

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(M-Woytowich, S-Boltz, Passed –Unanimously)

**Custodial Services Contract** – Jenifer reviewed the 2019 custodial services agreement with the Board. The District obtained three bids in July for custodial services. Two vendors are very close in cost, one is the current vendor and on an hourly service agreement. Following discussion and review of the three options the Board recommended staying with the current provider.

**2019 District Election Appointment**- John presented Resolution 2018-7 establishing the District election on February 23. The filing deadline for interested candidates is January 25.

(M-Woytowich, S-Boltz, Passed –Unanimously)

With no further business the regular meeting adjourned at 5:29 pm.

