

MASON CONSERVATION DISTRICT

Board of Supervisors Meeting Minutes  
August 15, 2019

The meeting of the Mason Conservation District Board of Supervisors was called to order by Jason Ragan at 4:06 pm.

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

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

Guests: Shana Joy, WSCC, and Jean Fike, WSCC

July 18, 2019 Meeting Minutes: The minutes were reviewed and approved as presented.

(M – O'Day, S – Ougendal, Passed – Unanimously)

July Financial Report: Myron Ougendal Auditor presented the July Financial report. Warrants 19236-19265 in the amount of \$141,826.95 were issued and approved in the month of July. The financial report was approved as presented.

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

**PROGRAM & STAFF UPDATES**

**Staff Updates**

Evan Bauder updated the Board on project progress in the Skokomish Valley. He informed the Board that the solicitation for the Lead Entity Coordinator has been published and is in progress for hiring with the District. The position will be a collaborative position with the Marine Shoreline program.

Ryan Williams updated the Board on the CREP program. There are currently two landowners on the list. He also informed the Board he has been working with contractor Cardno on the Vance Creek Watershed Assessment.

Jenifer Sliva informed the Board the District will be implementing new enterprise management and tracking software called Smartsheet. It is expected this technology will improve operational flow. In addition she has been searching for new facilities for District operations and has viewed several buildings in the past month.

**WSCC Report**

Shana Joy informed the Board that the meeting scheduled in Ellensburg next week for the WSCC has been cancelled due to low attendance. WSCC will identify an alternative for that meeting. She discussed the tour that Mason CD will be hosting with the State Office of Financial Management staff. She emphasized the importance of our participation and appreciates District staff for organizing the event. Jean Fike Puget Sound Regional Manager of WSCC highlighted the Washington State Auditor's office award received by the WSCC. She reported the Livestock should be reviewed by the end of the month.

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**NEW BUSINESS**

**RCO Contract Lower Skokomish LWD Design** – Staff presented a contract for design and an 18 month no match grant contract. The District has current capacity to complete the work. Staff recommended the Board authorize the Chair to sign the contract as presented.

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

**River Mile 1.5 LWD RFQ** – Staff presented results of the River Mile 1.5 LWD RFQ for system design. Staff recommended the Board authorize the Chair to sign a contract with the consultant selected following further review by District staff.

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

**RCO Authorizing Resolution** – Staff presented a Resolution Authorizing the District to receive the RCO Lead Entity Grant. This resolution the District signs for each RCO project to accept funding. No changes in terms, conditions, or funding from the previous agreement period. Staff recommended the Board authorize the Chair sign the resolution.

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

**Cost Share Application KC—19-CP4** - Staff presented a Cost Share application for heavy use area for exclusion fencing. The total amount is \$7,500, amounts are District \$5,625 Cooperator \$1,875.

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

**Vehicle Surplus** – Staff recommended the Board declare the 1996 Ford Ranger (VIN1FTCR10U1TUB52247) surplus. The vehicle has not been in service for several months and requires repairs that exceed its useful value.

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

**WSDA Knotweed Contract** – Staff presented a contract for \$15,000 with WSDA. This is a new two year agreement that continues support for knotweed treatment. The district has had previous contracts with WSDA for a similar work and this agreement continues that work. Staff recommended the Board authorize the Chair sign the contract.

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

**WSCC- OFM Tour** – Staff discussed the WSCC tour that would be taking place on Thursday from 11-3 pm and invited anyone that would like to participate to coordinate interests.

With no further business the meeting was adjourned at 4:54 pm.

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Minutes Approved John Rogan Date 9-19-19