

MASON CONSERVATION DISTRICT

Board of Supervisors Special Meeting Minutes  
June 18, 2020

The meeting of the Mason Conservation District Board of Supervisors was called to order by Jason Ragan at 4:05 pm.

Board Members present (via telephone conference): Larry Boltz, Michael O'Day, Myron Ougendal, and Jason Ragan.

Staff present: Evan Bauder, John Bolender, and Rhonda Nydegger.

Rhonda Nydegger was introduced to the board as the new Finance and Administration Manager.

May 21st Meeting Minutes: The minutes were reviewed and approved as presented.

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

Financial Reports, January through May: Myron Ougendal Auditor reviewed the financial reports with detail of balances for all funds and checks written during period.

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

**PROGRAM & STAFF UPDATES**

**Staff Updates –**

Evan Bauder updated the Board on the Skokomish project as well as other program developments in the past month.

John Bolender updated the Board on legislative issues, state revenue forecasts and budget outlook through 2023, and changes proposed to the elections of Conservation District Board member's.

**OLD BUSINESS –**

Annual Report to SAO – John reported the district filed the Annual Report as required. John thanked Rhonda for her efforts to complete this requirement by the filing deadline.

**NEW BUSINESS**

**RCO Grant Resolution** – John presented Resolution 2020-3 for RCO grant applications. This is a resolution to approve the submission of three grant applications.

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

*Jason Ragan*

*7-16-2020*

MASON CONSERVATION DISTRICT

Board of Supervisors Special Meeting Minutes  
June 18, 2020

**USDA Forest Service Agreement for Upper SF Skokomish Phase 5** – Evan discussed the scope of the project and the importance of this partnership with the Forest Service. Staff recommended the board authorize the Chair to sign the agreement as proposed.

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

**WSCC Grant Addendums FY2021** – John discussed the Professional Engineering and Implementation grants through the WSCC. John discussed the state budget impacts affecting the Implementation grant next fiscal year and proposed a revision to the addendum for FY21. John suggested no changes to the Professional Engineering grant addendum from the previous fiscal year. Staff requested the board approve the grant addendums as discussed.

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

**Authorized Signatures Form for WSCC and Heritage Bank** – John presented the signature form for the Commission that is updated every year. He also noted the need to update the signature card at Heritage Bank. John recommended that the Board review the signature authorities and approve the same positions as last year.

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

**District Safe Start Plan (SSP)** – John discussed the need to prepare and adopt a SSP to comply with the Governor’s Executive Order regarding operations during COVID-19 restrictions. The district has prepared an interim draft to allow the district to operate on a limited basis while complying with the executive order, while additional information is developed. John requested the board adopt the SSP on an interim basis while additional detail is developed and prepared for future consideration.

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

**Poultry Processing Equipment Rental (PPE)** – John informed the board of the status of the rental program during the COVID-19 limited operations. Due to concerns with staff and public safety, the district has suspended the program until further notice. This item was information only and no formal action was taken by the board at this time.

**Board Planning** – John requested the board re-constitute the Finance and Personnel Committee’s. He suggested the Finance committee consider board duties and functions that may benefit from separation and distribution of duties. The Finance Committee (O’day and Ougendal) will meet over the next two months to consider options and provide a recommendation to the board at the August 2020 regular meeting.

MASON CONSERVATION DISTRICT

Board of Supervisors Special Meeting Minutes  
June 18, 2020

The Personnel Committee (Boltz and Ragan) will meet over the next two months to discuss board and staff succession planning. This effort will review and consider staff roles through 2020 and 2021. This item was information only and no formal action was taken by the board at this time.

With no further business for the good of the order the meeting adjourned at 6:00 pm.