

MASON CONSERVATION DISTRICT
Board of Supervisors Meeting Minutes
November 19, 2020

The meeting of the Mason Conservation District Board of Supervisors was called to order by Jason Ragan at 4:01 pm.

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

Board Members absent: Mark Woytowich.

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

Members of the public present: Josh Giuntoli – WSCC, Anne Baxter – DOE

Meeting Minutes – September 16: The minutes were reviewed and approved as presented.

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

Financial Report – September: Myron Ougendal Auditor reviewed the financial report with detail of balances for all funds and checks (18347-18375, + EFT) executed during period.

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

Financial Report – October: Myron Ougendal Auditor reviewed the financial report with detail of balances for all funds and checks (18376-18404, + EFT) executed during period.

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

PROGRAM & STAFF UPDATES

Staff Update –

Staff present updated the Board on program activities in the past month as well as efforts under development.

John Bolender updated the Board on expected legislative issues, state revenue forecasts and budget outlook through 2023, identifying potential impacts on District operations. Particular focus on budget package changes proposed by the WSCC. Proposed changes to the WSCC election rules adopted for the 2021 election period.

WSCC Update –

Josh provided details of the WSCC budget priorities for 2021-2023, as well as details of proposed changes to the WSCC elections rules for 2021.

DOE Update –

Focused discussion of current water quality concerns in Mason County.

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OLD BUSINESS –

John Bolender informed the Board of the status up district operations and impacts due to the COVID-19 pandemic. District operations continue to be primarily remote, with limited office personnel. Due to the continuing uncertainty and case status staff recommended continuing this operational mode at this time, while continuing to monitor state health operational requirements. The Board concurred with staff recommendation and will discuss further at the next Board meeting.

NEW BUSINESS

Building Lease Renewal – The 2021 lease for the office building and storage areas is prepared for signature. Staff was able to secure a .05% rate reduction for 2021. Staff requests the board to authorize the District Manager to sign the lease contract with the Port of Shelton.

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

Materials Handling Contract Award – The district solicited bids to install compost, mulch, and hydroseed for the YMCA project (+/- 1,600 cubic yards of material total). Three firms responded to the bid solicitation. Aardvark Bark Blowing was the lowest responsive bidder. The bid was within the Engineer’s Estimate for the materials. Staff recommends the board award the contract to Aardvark Bark Blowing. and authorize the Chair to sign the contract.

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

Geologist RFQ – he district solicited qualification The district issued a Request for Qualifications for engineering services to provide technical assistance guidance to assist District staff with shoreline assessments and restoration designs. Two firms submitted a competitive statement of qualifications, ranking #1 and #2. Staff is comfortable working with either of these firms on the project. However, the evaluation committee has selected Herrera Environmental Consultants, Inc. as the top ranked choice for this project. Staff recommends the board award a contract to Herrera Environmental Consultants, Inc., with the option to negotiate with the #2 ranked consultant if the District is unable to negotiate an agreeable scope and budget with Herrera Environmental Consultants, Inc. Staff recommends the board award the contract to Herera Environmental, Inc. and authorize the Chair to sign the contract.

MRSC Rosters – State law allows government entities to utilize the Municipal Research Services Center (MRSC) Small Works Roster process for Public Works contracts. This approach streamlines district procurement for smaller construction contracts. Staff has drafted a compliant resolution authorizing the district to utilize this method. Staff recommends the board approve Resolution 2020-4 as presented.

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Cost Share Applications –

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Staff presented cost-share application for Cooperator KH-20-CP1 was approved as presented.

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

Staff presented cost-share application for Cooperator KH-20-CP1 was approved as presented.
Cooperator KH-20-C92 was approved as presented.

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

With no further business for the good of the order the meeting adjourned at 5:23 pm.