

MASON CONSERVATION DISTRICT

Board of Supervisors Minutes
August 19, 2021

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

Board Members present (in person): Jason Ragan, Michael O'Day, Larry Boltz and Andrea Miller

Board Members present (via telephone conference): Myron Ougendal

Staff present: Evan Bauder, Keith Underwood, Steve Hagerty (via telephone), and Rhonda Nydegger.

Members of the public present (via telephone): Josh Giuntoli - SCC

Meeting Minutes –July 8, 2021: The minutes were reviewed and approved as presented.
(M – Boltz, S – O'Day, Passed – Unanimously)

Financial Report – June: Michael O'Day reviewed the financial report with detail of balances for all funds and checks (18608-18640, + EFT) executed during period.
(M – Boltz, S – Miller, Passed – Unanimously)

Financial Report – July: Michael O'Day reviewed the financial report with detail of balances for all funds and checks (18641-18672, + EFT) executed during period.
(M – Boltz, S – Miller, Passed – Unanimously)

PROGRAM & STAFF UPDATES

SCC Update –

Josh reported on the COVID update from the governor regarding vaccination and masking mandate with masks not required in local spaces. The vaccine mandate doesn't extend beyond SCC into the conservation districts. He spoke about the new rule in place from L&I regarding smoke and just a reminder about the shade requirements. Josh also reported that in the past biennium reports were due each year and in the future will be due every 2 years instead.

Staff Update –

Evan reported that the farm planner position has been filled and the successful candidate is trying to find housing in the area. He also reported that the new engineer will start on August 23rd and will be working 32 hours a week with one day a week in the office and the rest either remote or in the field.

Keith reported on the riparian crew – the Assistant Crew leader will be starting within the next couple of weeks as well as having a successful candidate through the veteran program. There was discussion about bringing on two temps to bolster the team for the remainder of the year work.

Rhonda reported that accounting was doing what they do.

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Steve reported on his activities providing technical assistance the folks as well as his work with Keith.

OLD BUSINESS –

Operations Update –

Evan reported that masks were being worn in common spaces in the office. The signage on the doors will be changed from masks recommended to masks required. The log sheet will also be kept up to date for visitors. Evan also reported that all workspaces are protected by vinyl in order for employees to be able to work mask free at their desk.

Election Reform Update –

Discussion held regarding the changes coming to elections – going from an every year to an every other year with the current 3 year terms changing to 4 or 6 year ones. Discussion to hold all conservation district elections in the same month with help from SCC to get the word out and hopefully result in better participation – these changes will be going to SCC for their September meeting. There is an option for being on the general election ballot but that is very cost prohibitive for many districts. Some of these changes would require legislative changes as well.

Jan-June 2021 Budget vs Actual –

Michael reported on the district's first attempt to compare the budget to the actual for the first half of 2021 plus the forecast for the whole year. It is a work in progress and will be refined for the future. Being on a cash basis makes it challenging due to timing issues. Michael and Rhonda will work on this for the next meeting that is after quarter end.

NEW BUSINESS

Cost Share Applications –

Evan gave an overview of each cost share application and reminded the board that this was just part of approving the application and that it was dependent on funding. The following were presented:

Cooperator JTW-21-SH1 for a total of \$30,000 is for a fence and watering facility on a farm in the Skokomish Valley. Motion made to approve the application.

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

Cooperator JTW-21-SH2 for a total of \$50,000 is for a waste storage facility on a farm located along Dry Bed Creek. Motion made to approve the application.

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

Cooperator JTW-21-SH3 for a total of \$49,500 is for a waste storage facility, roof runoff, subsurface drainage, hedgerow planting, and tree/shrub site preparation for a horse farm that is also a horse rescue on an unnamed tributary of Deer Creek. Motion made to approve the application.

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

Jaron Page

12-10-21

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Cooperator KH-21-SF1 for a total of \$30,500 is for stormwater runoff control, tree/shrub site preparation, riparian forest buffer, and mulching for a shoreline property on Hood Canal. Motion made to approve the application.

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

Cooperator SH-21-SF1 for a total of \$66,666 is for tree/shrub site preparation, tree/shrub establishment, obstruction removal, and streambank and shoreline protection for a shoreline property on Oyster Bay. Motion made to approve the application.

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

WSCC Grant Addendums –

Evan discussed that the district has a master contract (21-23) with SCC and that each grant addendum supports programs that are consistent with part bienniums. The following were presented:

CREP - \$21,434.50 for Technical Assistance provides funding to support MCD staff time in relation to landowners and the Conservation Reserve Enhancement Program. Motion made to approve the addendum.

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

Engineering - \$75,000 for Professional Engineering program to fund engineering services to the cluster that consists of Mason, Thurston, Jefferson, and Kitsap CDs. Motion made to approve the addendum.

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

Implementation - \$117,823 for Implementation to fund district operations and/or underfunded programs. This addendum also includes our new Conservation Technical Assistance funding and our basic allocation. Motion made to approve the addendum.

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

Engineering Cluster Agreement –

Evan reviewed how the engineering cluster agreement works, with the district housing the “cluster engineer” that serves (on a bi-annual basis) Thurston, Kitsap, Mason, and Jefferson counties with engineering services. Motion made to approve the agreement and authorize the chair to sign it and the associated Appendix A as presented.

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

RCO Grant 16-1487 Grant Amendment –

This is grant amendment #3 and reflects a need to “return” funding (reducing the grant from \$495,000 to \$363,950). Staff has asked RCO to redirect the excess funding to our grant that supports the construction phase. RCO has agreed but first requires this grant amendment returning the excess funding. Motion made to approve and authorize the chair to sign Grant 16-1487, Amendment #3.

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

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Squaxin Island Tribe Invasive Species Contract –

Mason CD has provided invasive species control to the Squaxin Island tribe for several years. This contract will allow the district to continue that relationship. Motion made to approve and authorize the chair to sign the contract.

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

RM5 Farm Construction Project Change Order –

The district and the landowner have requested an expanded scope of work that necessitates a change order. This change order utilizes remaining funding to better establish the farm access since the previously established road was decommissioned during restoration. This also allows for installation of erosion control blankets on the bare soils of the installed planting mounds. Motion made to approve and authorize the chair to sign the change order.

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

With no further business for the good of the order the meeting adjourned at 6:13 pm.

John Rago

12-10-21