

MASON CONSERVATION DISTRICT

Board of Supervisors Meeting Minutes
August 18, 2022

The meeting of the Mason Conservation District Board of Supervisors was called to order by Jason Ragan, Chair, at 4:00 pm.

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

Board Members absent: None

Staff present: Evan Bauder, Keith Underwood, Rhonda Nydegger.

Members of the public present: Alena Reynold (DOE) and Ryan Baye (WACD) via Zoom, Den Winberry (general public) in person (left just after call to order)

Introductions: Not necessary as all parties present were familiar with each other.

Meeting Minutes – July 21, 2022: The minutes were reviewed with one correction changing the information on the second financial report to “June 2022” from “May 2022 and approved as corrected.

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

Special Meeting Minutes – August 12, 2022: The minutes were reviewed and approved as presented.
(M – Boltz, S – Miller, Passed)

Financial Report – July 2022: Michael O'Day reviewed the financial report with detail of balances for all funds and checks (19777-19799 + EFT) executed during period.

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

PROGRAM & STAFF UPDATES

WSCC Update –
WSCC was absent.

WACD Update –
Ryan Baye introduced himself and gave an update on land conversion and solar installations.

NRCS Update –
NRCS was absent.

DOE Update –

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Alena spoke on Centennial Funding due dates and assistance available. Larry had several questions for Alena CAFO permitting. Alena will send information to Evan to distribute to the board as the questions required more information than she had available during the meeting.

Staff Update –

Keith updated the board on the completion of the Phase V large woody debris project the process.

Evan updated the board on personnel changes. Barbara Adkins and Mark Mead have left the District. Barbara handled the VSP program. Evan met with the group to plan going forward in Barbara's absence. The District will bring in a consultant to develop a road map and train a new coordinator once that person is hired. For the forestry side, staff is looking at the need for a forester or a forestry technician. Also, two job offers for field crew members have gone out with one accepting and the other considering. The District has been looking for a Project Manager for six weeks and has interviews set up for the next week. Andy Sorter has accepted the position of District Engineer with a remote start date of September 1st and an in person by September 19th.

OLD BUSINESS –

The board questioned staff about the Hood Canal Salmon Enhancement Group and Great Peninsula Conservancy contracts in regards to property acquisition assistance in support of the USACE30. Notice to proceed given. Contracting completed with HCSEG and nearing completion with GPC. Both contractors waiting on information from Mason County to get started.

NEW BUSINESS

Wolf Water Resources Task Order 8 Hibler Culvert Removal –

Evan presented this task order to the board. The order provides ongoing engineering support to develop a conceptual design for removal and abandonment of a privately owned fish barrier culvert. After discussion, motion made to approve and authorize the chair to sign Task Order 8 with Wolf Water Resources.

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

Vector Engineering Task Order Farm BMPs MC3 –

Evan presented this task order to the board. This provides ongoing engineering support in order to develop engineering designs for several BMPs to support a currently funded SCC Shellfish projected being managed by the District. After discussion, motion made to approve and authorize the chair to sign the Mason Farm BMPs MC3 task order with Vector Engineering.

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

RCO Project #20-1105 Grant Agreement –

Keith presented information to the board on this RCO grant agreement. This agreement supports restoration construction at river mile 6.5 on the Skokomish River. The project has been going through the design phase for the past couple of years. The project involves installation of large woody debris, relocation of a parking area out of the floodplain, and side channel reconnections. This agreement only includes partial funding for this project. This was ranked #1 in Hood Canal for additional salmon funding so the district expects to receive

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more funding out of the current grant round. The district is working on identifying a source for additional matching funds but the project won't be ready for construction until summer 2023 at the earliest. Motion made to approve and authorize the chair to sign the RCO grant agreement for Project #20-1105 as presented. (M – O'Day, S – Boltz, Passed – Unanimously)

Authorized Signature Form –

The authorized signature form is required to be updated every biennium as well as any time there is a change in authorized signers. The current form does needs to be updated to reflect the most recent board member changes. The draft represents recent changes to the district board and is set up the same as previous ones have been. The board came to a consensus on the categories and list of authorized signers and Jason signed with the ask that the remaining board members stop in to sign the form at some point.

WSCC Salmon Recovery Funding Addendum –

Evan presented this addendum that will support additional focus on riparian restoration throughout the county. This addendum also includes funding to support a partner organization with expansion of their riparian program. It will directly align with the "Salmon Recovery Funding Request Form" with funding up to \$535,675. Motion made to approve the WSCC Salmon Recovery Funding Addendum as presented.

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

WSCC EWP Project Addendum –

Evan presented information on this addendum. This addendum will allow the district to be reimbursed for costs related to the construction of the Decker Creek Emergency Watershed Protection project. The construction contract for this project was presented to the board at the special meeting on August 12th. Motion made to approve the WSCC Emergency Watershed Protection addendum as presented.

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

WSCC Professional Engineering Addendum Amendment –

Evan presented this addendum to the board which will supplement the district's current engineering addendum by \$32,000 and allow the district to upgrade the RTK survey equipment that became obsolete when access to the 3G network was no longer available. After discussion of the type of equipment, motion made to approve the amendment to the WSCC Professional Engineering Addendum as presented.

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

Vehicle Surplus –

Staff has recommended that the District surplus two vehicles. The District Manager proposes to list these vehicles on buy/sell sites to get the greatest value possible. These two vehicles are two of the highest mileage vehicles in the fleet and most likely to need major repairs in the future. This is part of

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a plan to update the fleet without holding more vehicles than necessary to operate. These two vehicles are:

- 2000 Chevrolet Silverado – VIN 1GCEK19V1YZ285643 – Mileage = 141,887
- 2006 Ford Expedition – VIN 1FMPU16576LA01662 – Mileage = 163,056

Motion made to declare the two vehicles as presented.

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

Phone System Upgrade –

Evan discussed the current phone system issues with the board as information only at this point. Our current phone system has an app that has many issues that make remote access difficult. Having employees use personal cellphones for district business would open up possible public records issues. Evan will further explore cellphone plans and will likely begin providing cell phones to appropriate staff.

New Vehicle Purchase –

The board approved a district budget of \$60,000 for the purchase of two vehicles needed by the district for operations. One of those vehicles was purchased new – a Jeep for \$30,000. The district is still in need of a quad cab long bed crew truck. Due to increased pricing in vehicles the district has not been successful in finding a truck for the remaining \$30,000. Also, the need to ensure that any used vehicle purchased has been given a third party mechanical check over has led to some issues with having an expanded search radius. Evan estimated the budget may go over by \$15,000-\$25,000. The board directed Evan to continue searching and not wait for approval from the board on a specific vehicle.

Public Comment Period –

No public comment was made.

With no further business for the good of the order the meeting adjourned at 5:27 pm.