

MASON CONSERVATION DISTRICT

Board of Supervisors Special Meeting Minutes
January 12, 2022

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

Board Members present (via Zoom): Jason Ragan, Michael O'Day, Larry Boltz, Andrea Miller

Board Member absent: Myron Ougendal

Staff present: Evan Bauder, Rhonda Nydegger, Nick Schneider, Marissa Newby, Chase Johnson, and John Johnson (via Zoom).

Members of the public present (via Zoom): Josh Giuntoli, WSCC and Alena Reynolds, DOE

Meeting Minutes – December 17, 2021: The minutes were reviewed and approved as presented. (M – O'Day, S – Boltz, Passed – Unanimously)

Financial Report –December: Due to timing of the special meeting as well as staff year end and audit related duties, the December financial report was postponed for February.

PROGRAM & STAFF UPDATES

WSCC Update –

Josh updated the board on legislation related to CD elections, the Executive Director search, the new chair (Daryl Williams) and vice chair (Larry Cochran). Josh started a short discussion around livestock watering and DOE. Josh also updated the board on NRI appropriations with an amount to be available to the CDs of \$20k+ through June, 2023.

NRCS Update –

NRCS was absent.

DOE Update –

Alena discussed Policy 1095 from the water resources program. ECY has put the stock water policy on hold and suspended the comment deadline altogether pending a stakeholder process. They are expecting this will take probably a couple of years to go through. It's not expected to affect landowner water rights status. Alena mentioned floodplains by design pre-applications are due January 13th. She continued the discussion regarding water rights.

Staff Update –

Nick introduced himself and his background to the board and then updated them on the various projects he is working on.

Marissa introduced herself, Chase, and John as part of the crew. She gave the board an overview of what work the crew has been working on from maintenance from fall 2021 and current.

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Rhonda updated the board on the audit status – audit was currently in the review process.

Evan informed the board that several staff received kudos at the last city of Shelton council meeting.

OLD BUSINESS –

None

NEW BUSINESS

2022 Annual Budget –

Evan presented the 2022 annual budget, including the 2022 salary schedule, to the board for their review. Motion made to approve and 2022 annual budget and updated salary schedule as presented. (M – O’Day, S – Boltz, Passed – Unanimously)

Employee Handbook Updates –

Evan presented two updates to the employee handbook. First, is to remove the clause requiring that vacation time be used in no less than half day increments. Second is to add the Juneteenth and Veterans’ Day holidays and drop floating holidays from 2 days a year to 1 day. Motion made to approve the Mason Conservation District employee handbook as amended. (M – Boltz, S – O’Day, Passed – Unanimously)

MCD Purchasing Manual Update –

Evan presented a proposed change to the manual regarding the number of signatures required on District checks. Past practice has been every check has two signatures except for the temporary switch to a single signature during the early stages of the pandemic. Request made to amend the purchasing manual to only require two signatures above the current approval limits established for the District Manager. Motion made to approve the MCD purchasing manual as amended. (M – O’Day, S – Boltz, Passed – Unanimously)

Wolf Water Resources Task Order 4 –

Evan presented Task Order 4 for Wolf Water Resources which supports manure composting facility designs for Jefferson, Kitsap, Mason and Thurston CDs. Motion made to approve and authorize the chair to sign the task order. (M – O’Day, S – Boltz, Passed – Unanimously)

Wolf Water Resources Task Order 5 –

Evan presented Task Order 5 for Wolf Water Resources which supports design for a stormwater project in downtown Shelton as part of the MCD’s Shelton Green Stormwater Infrastructure grant. Motion made to approve and authorize the chair to sign the task order. (M – Boltz, S – Miller, Passed – Unanimously)

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With no further business for the good of the order the meeting adjourned at 5:15 pm.

Board of Supervisor Meeting Minutes
Minutes Approved

John Rago

Date

2-25-22